



# Food Allergen Information and Controls for Caterers

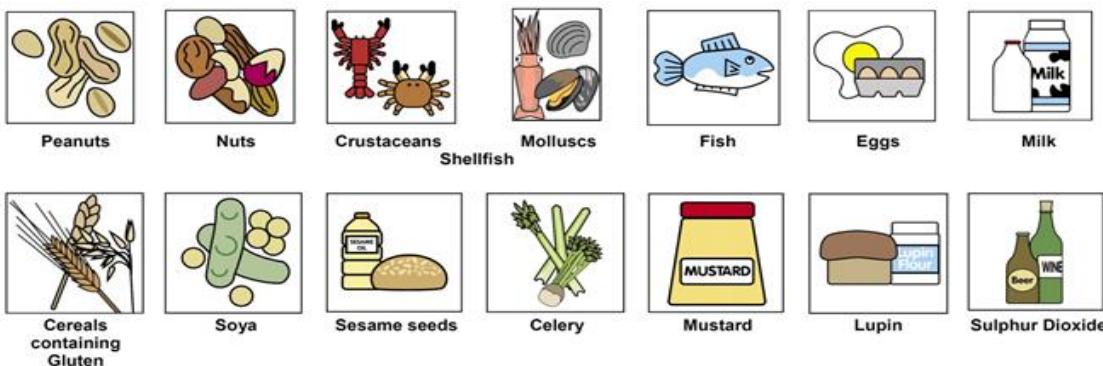


Originally written and designed by Lancashire County Council and Hyndburn Borough Council.  
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Mae'r ddogfen hon ar gael yn Gymraeg hefyd

## **Food Allergen Information and Controls for Caterers**

People with food allergies have to take great care when eating out to avoid certain foods that could cause them harm. As a food business you have a legal obligation to ensure that any food you produce or prepare is **safe**. You must make sure that your customers are able to make informed choices about the food you are providing to them. **You have a legal obligation to provide information to consumers on the allergens that are in the food that you provide.**



**These are the 14 key allergens that you need to know are in the food that you make. Consumers may ask about other ingredients, but these are the ones you must know whether or not they are in the foods that you provide, by law.**

The information can be supplied on the menu, on chalk boards, tickets or provided verbally by an appropriate member of staff. It must be accurate, clear and conspicuous, not hidden away, easily visible, and legible. If the information is to be provided verbally by a member of staff then it is necessary to make it clear that the information can be obtained by asking a member of staff by means of a notice, menu, ticket or label that can easily be seen by customers. **You must then still be able to accurately and clearly advise them of all 14 allergens present in all your menu items.**

**An example of suitable wording:**

*If you have a food allergy, intolerance, or coeliac disease – please speak to our staff about the ingredients in your food and drink before you order.*

It is not acceptable for businesses to say that they do not know whether or not a food contains an allergen and it is not acceptable to say that all foods may contain all of the allergens. Allergen information must be specific to the food, complete and accurate.

**As a food business operator you cannot refuse to provide specific allergen information in the foods served. You cannot give incorrect or misleading information via a menu or through verbal communication. This is a criminal offence under the Food Information Regulations 2014, punishable by an unlimited fine.**

### **Gluten-free claims**

The only claims that can be made in relation to gluten are:

- 'Gluten free' - max 20 mg per kg of gluten;
- 'Very low gluten' - max 100 mg per kg of gluten.

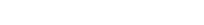
Statements such as 'No gluten-containing ingredients' are not permitted. In order to make a gluten-free claim (gluten-free oats, for example), you must be able to guarantee that your product contains less than the maximum permitted levels of gluten. Therefore, you will need procedures in place to prevent contamination with gluten and you may be required to conduct regular testing to prove that your products contain less than 20 mg per kg of gluten.

## How to do this: What food allergens are contained in each of your dishes?

**Information about allergens in the food you serve must be available and easily accessible.** You need to know which allergens are in each of the dishes that you sell, to do this you must find the ingredients list on all packets of food you use to make the dishes. If you buy in open food from a supplier e.g. bread, cakes, pies etc., you must ask the supplier to provide you with the allergenic information for these products, if they haven't done so already.

You can save the labels from the packets of food, which contain the allergen information and/or transfer this information on to an allergen matrix. If you are saving labels, you must ensure they are easily retrievable and up-to-date, you should keep the most recent label and discard any old ones. You must also check on a regular basis for recipe or product changes.

If you are making complex food items with lots of ingredients such as lasagne, sandwiches or cakes you should either complete the allergen matrix or use a recipe card to record the allergens they contain. Examples of both are shown below. A recipe card may be easier if you are using lots of ingredients. **Remember to check all ingredients used, including those used for compound ingredients e.g. Worcester sauce, condiments, stock, thickeners or garnishes.**

Allergen Matrix										Recipe Card																																																																																																																																																																														
Dishes and their Allergen Content										Menu Item:																																																																																																																																																																														
Dishes	Color	Genetically modified organisms	Oats	Eggs	Fish	Lupin	Milk	Mustard	Nuts*	Peanuts	Sesame seeds	Soya	Sulphur dioxide	Contains																																																																																																																																																																										
Tuna Salad (example)	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>																																																																																																																																																																																	<img alt="Checklist icons for allergens: color, GM, oats, eggs, fish, lupin, milk, mustard

If the labels of any of the ingredients you are using to prepare that dish say they may contain certain food allergens or are not suitable for certain food allergy sufferers, you need to let the customer know. ‘May contain’ (or similar) information provided by the manufacturer must be included on your allergen documentation (matrix or recipe card etc.). It should be identified separately from intentionally included allergens, you may wish to use your own symbol or add letters such as ‘MC’.

Once you have identified which foods contain any of the 14 allergens, you must keep this information up to date. For example, if you change products, suppliers or your menu. Staff must know where the information is kept in case they need to answer a query about allergens in your products.

## Service of food to persons with a food allergy

If you agree to serve customers with a food allergy, you must do more than simply identify which allergens are present in the foods provided, you must have appropriate hygiene controls in

place to ensure the food served to them is safe. To do this, first it is necessary to ensure foods with allergens have been correctly identified, as described in the previous part of this guide. Then it is necessary to decide how best to prevent any cross contamination from allergenic ingredients to non-allergenic ingredients during storage, preparation and service. The guidance that follows will help you to assess whether the controls you have in place are sufficient to provide food that is safe for a customer with a specific food allergy and to identify if improvements are needed. **A safe working procedure should normally be written down.**

## How do you do this? Control of allergens in the kitchen - Management

Control	What do you do?
<p>You need to know if any of the 14 specified allergens are in any of the dishes or open foods that you sell.</p>	<p>Check ingredient labels and/or allergen information document (e.g. matrix or recipe card).</p>
<p>Any foods with any of the 14 key allergens in must be carefully stored and handled in your kitchen, so as to prevent the risks of cross contamination. See storage and handling section.</p>	<p>Write down how you do this (e.g. keep allergenic ingredients separate and in air tight containers, write the allergens on the containers).</p>
<p>All staff, including managers, food handlers, service staff and staff taking orders in person or over the phone must be aware of the risks posed by providing wrong information to customers. Telephone orders taken should confirm whether any of the party have any allergies.</p> <div data-bbox="295 1102 605 1320" style="border: 1px solid black; padding: 5px;"> </div>	<p>Who has overall responsibility for allergens and food safety (e.g. allergen champion)?</p> <p>Display notices reminding staff of the risks.</p>
<p>Display notices advising customers to ask for information on allergens or signpost them to where this information is displayed.</p> <p>If your menu doesn't change often and you use the same recipes and suppliers all the time, allergen information could be provided on menus to assist customers choosing meals. You could also place allergen information on your website.</p> <p>When writing menus, it is good practice to give information in the name or description of the dishes on the menu e.g. chocolate and almond slice, sesame oil dressing.</p>	<p>Display advisory signs where they will be seen by customers looking at the menu and ordering. Do you have signposting and statements where customers can see them?</p> <div data-bbox="803 1507 1081 1709" style="border: 1px solid black; padding: 10px;"> <p><b>Food Allergy or Intolerance?</b></p> <p>If you have a food allergy, intolerance, or coeliac disease - please speak to the staff about the ingredients in your food and drink before you order. Thank you.</p> </div> <div data-bbox="1144 1500 1335 1724" style="border: 1px solid black; padding: 10px; background-color: #f0f0f0;"> <p><b>MENU</b></p> <p><b>Egg sandwich</b> contains: egg, wheat, soy and milk</p> <p><b>Tuna salad</b> contains: fish, celery and mustard</p> <p><b>Chicken couscous</b> contains: wheat and celery</p> </div>

<p>Front of house staff must be advised of any changes to recipes or menus.</p>	<p>Do kitchen staff inform front of house staff when making changes? What is your procedure for dealing with this?</p> <p>What happens to allergen information in this instance?</p>
<p>Could recipes and menus be revised to exclude allergenic ingredients so that allergens can be completely removed from the kitchen?</p>	<p>Identify the changes that can be made.</p>
<p>Could some recipes be revised to provide allergen free food alternatives, which could be made in advance, covered and stored safely? This would remove the need to prepare allergen free meals during a busy kitchen service period.</p>	<p>Do you do this? If so, when do you prepare them?</p> <p>How do you identify them?</p>
<p><b>Take Away Orders</b> Cross contamination of an 'allergen free' meal can take place during transport from your business to the customer's home as well as during service. You should take steps to prevent contamination such as keeping the food for the customer with an allergy separate, labelled and covered well. During service, it is also important to ensure that the right meal is served to the correct person.</p>	<p>What is your procedure for dealing with this?</p>
<p>You must ensure take away orders for customers with food allergies can be clearly identified.</p>	<p>How do you identify meals prepared for a customer with a food allergy at the point of delivery? E.g. write on pack, allergen labels, matrix, stored separately, flags.</p>
<p>If taking phone orders or using a website to advertise and take orders, you must be able to let your customers know what allergens are in the food you serve before the order is placed AND at the point of delivery to the customer. You could put a clear and easy to see statement on your website, printed menus and flyers to tell customers where they can obtain allergen information.</p>	<p>How do you let customers ordering over the phone or via a website know which allergens are in the foods you serve?</p>

**Space for your notes and actions taken below:**

# How do you do this? Control of allergens in the kitchen - Front of House Management

Control	What do you do
<p>When a request is received about an allergy, you must have procedures in place to meet the request.</p> <p>a) Who is trained to answer this query?</p> <p>b) Where is the information stored on allergen content in your meals?</p> <p>c) How is the kitchen alerted that the food they are about to prepare is for somebody who is allergic to an ingredient?</p>	<p>a) Name(s):</p> <p>b) Location of information (e.g. matrix/ recipe card):</p> <p>c) How do you do this?</p>
<p>To assist with planning in the kitchen, for group and advanced bookings, you should ask your customers if they suffer from any food allergies at the time of booking as well as when they order.</p>	<p>Do you do this?</p>
<p>If someone makes a mistake when preparing a dish for a customer with a food allergy, do not just remove the ingredient containing the allergen from the dish and still serve the food - start from scratch with fresh ingredients.</p> <p>Remember: unlike bacteria, allergens are always present in the food and cannot be removed or destroyed by cooking. Even a really small amount of an allergen can be enough to cause an allergic reaction.</p>	<p>What do you do?</p>

**Space for your notes and action taken below:**

## How do you do this? Control of allergens in the kitchen – Suppliers

Control	What do you do
<p>Collect allergen information from all your suppliers, this may be data sheets or labels from prepacked foods or on a sheet or matrix for loose and open foods. E.g. if you get open pies, pasties or sausages from a butcher.</p> <p>Once done, record these checks with your suppliers' records or in the table below.</p>	<p>Check that all food you receive is supplied with allergen information? Obtain any missing information so that you can comply with your relevant duties.</p>
<p>Do you get substituted items, to those assessed on your allergen chart, if the item you want is not in stock or another product is cheaper etc.?</p> <p>If Yes, <b>you must check the allergen information on this product</b>, to see if it is different from your regular product</p> <p>If this information is changed, you must record this and advise staff members.</p>	<p>Do you accept substituted items from your suppliers?</p> <p>Do you check the allergens present and if they differ from your regular item?</p> <p>Where do you record it?</p> <p>And how do you advise staff members?</p>
<p>Ensure all food labels have the ingredients listed in English.</p> <div data-bbox="277 1426 611 1594" style="border: 1px solid black; padding: 5px; width: 200px; height: 75px;"> <p>INGREDIENTS: Water, Carrots, Onions, Red Lentils (4.5%) Potatoes, Cauliflower, Leeks, Peas, Cornflour, <b>Wheat</b>flour, Salt, <b>Cream</b>, Yeast Extract, Concentrated Tomato Paste, Garlic, Sugar, <b>Celery</b> Seed, Vegetable Oil (sunflower), Herb and Spice, White Pepper, Parsley.</p> </div>	
<p>You must check for any changes on the products you buy in on a regular basis. It is recommended that this is done each time you buy a product. At the very least it must be checked on a routine basis, and when products state 'new recipe' on the label.</p> <p>If any information has changed, you must record this and advise staff members.</p>	<p>Where do you record it? And how do you advise staff members?</p>

## Allergen Information Received from Suppliers

Copy this page as many times as you need to

**Space for your notes and action taken below:**

## How do you do this: Control of allergens in the kitchen – Storage

Control	What do you do
<p>A storage system should be in place to prevent cross contamination of ingredients with other ingredients containing allergens.</p> <p>Do you store food and ingredients containing allergens in a designated area or if this isn't possible, store on lower shelving, in dedicated sealed, labelled containers.</p>	What is your storage system?
<p>Is allergen labelling information kept with each product, or are they labelled with allergen information by you (e.g. purple allergen stickers)?</p>	
<p>Do you have a spillage plan in place to clean up allergenic ingredients? You should use disposable clothes or blue roll, so as to prevent cross-contamination.</p>	What is your spillage plan?
<p>It is best to keep food in its original container. But if food is decanted into another container (for dry, frozen or chilled storage), <b>all the ingredient and allergen information</b> must be kept with it.</p> <p>If decanting products:</p> <ul style="list-style-type: none"> <li>• Always clean and dry any re-used containers first;</li> <li>• Use the same container for the same food type – e.g. ground nuts always go in the same container when decanted;</li> <li>• Do not put an allergen free food in to a container that may have previously held food that included that allergen as an ingredient.</li> </ul>	Do you keep food in its original container, or decant?
<p>Are all ingredients stored in lidded containers, or suitably enclosed to prevent cross contamination between products e.g. powders, grains etc.</p>	
<p>Are desserts or other foods e.g. cakes, tarts, gateaux's, ice creams and toppings containing allergenic ingredient's e.g. nuts, milk, stored separately in storage and display units? Ensure they do not touch and have separate service utensils.</p>	

**Space for your notes and action taken below:**

## How do you do this: Control of allergens in the kitchen - Preparation, Handling and Service

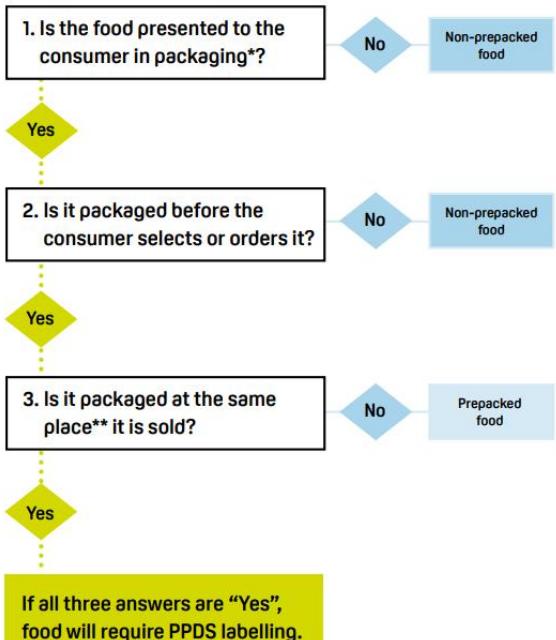
Control	What do you do
<p>Procedures should be in place to prevent cross contamination when preparing food for a customer with a food allergy.</p> <p>Check your matrix, recipe card or ingredients labels for allergenic ingredients – (e.g. marked in <b>bold</b>.)</p> <p>Always read the labels! Remember that manufacturers will change recipes from time to time and may introduce other allergens.</p>	<p>Do you write your procedures down for preparing food for a customer with an allergy?</p> <p>Where is it kept?</p> <p>Who knows about it?</p>
<p>When preparing all foods, care must be taken to ensure that no cross contamination can occur between foods containing allergens and foods which are allergen free. Some allergenic ingredients e.g. sesame seeds, nut powders and flours are easily spread around the kitchen and need extra care. It is best to use these in a separate preparation area where no other food is handled or handle these at a time when there is no other food around.</p>	<p>Potential contamination via work surfaces, equipment, cloths, clothing and hands must all be controlled. Identify allergenic ingredients you handle that can easily be spread and explain how you control them?</p>
<p>Where possible use separate pots, pans, chopping boards, knives and spoons and separate preparation areas for allergen and allergen free foods.</p> <p>You may choose to have separate preparation boards and equipment dedicated to allergy-free meals (such as purple boards). You must ensure these are protected from contamination and cleaned and sanitised before and after each use.</p>	<p>Do you have separate equipment? What equipment and what for?</p>
<p>Some pieces of equipment are inherently difficult to clean properly e.g. Woks, griddles, tandoors, microwaves, pizza ovens, vacuum packer, blenders and mixers and other pieces of complex equipment.</p> <p>Do you have equipment like this? Can you clean it fully in between customers? Do you use the same piece of equipment for allergy containing and allergy free meals?</p>	<p>Do you have separate complex equipment?</p> <p>What equipment and what for?</p>

<p>Make sure that thorough cleaning takes place before and after handling and preparing different foods.</p> <p>Two stage cleaning must take place to remove allergenic residues from equipment and surfaces.</p>	<p>What cleaning products and equipment do you use?</p>
<p>Verify that all food handlers follow adequate hand-washing procedures. <b>Hands play a major role in allergen cross contamination so hand washing is very important.</b> Effective handwashing provides allergen removal. Hand sanitising gels do not remove allergens!</p> 	<p>Do all food handlers follow adequate hand washing procedures? How do you check?</p>
<p>Cross contamination can occur via the use of reusable cloths. Use single use, disposable cloths wherever possible.</p>	<p>Do you re-use cloths?</p> <p>How do you clean them?</p>
<p>Do not re-use cooking oil, if there is a possibility that traces of an allergen will still be present. If possible have a separate pan or fryer for allergen and allergen free foods.</p>	<p>Do you use a dedicated fryer for allergen free foods, or always use fresh oil? If the same fryer is used for different allergen containing foods, you must be able to inform the customer which allergens have been cooked in the oil.</p>
<p>If foods such as casseroles, pies, fruit tarts, scones etc. containing allergens are batch cooked, cooled and stored with ones that don't contain allergens, how are the different varieties identified?</p>	<p>How do you do this?</p>
<p>Consider the allergens that you are handling e.g. high risk allergens - those easily spread or those that can cause a severe allergic reaction (shellfish, nuts, powdered ingredients), and the way you are handling them. Think about the distribution of the</p>	<p>Are disposable or separate aprons used for handling allergenic products, if so which are worn for what tasks?</p>

<p>allergens when handling them, and wear appropriate protective clothing to prevent cross-contamination.</p>	
<p>Garnishes, drizzling oils, dessert toppings etc. can also contain allergenic ingredients. Staff must be aware of their contents.</p>	<p>Are these covered in your allergen information document?  Are serving staff aware of them?</p>
<p>The preparation and service of cakes and desserts may not be undertaken by kitchen staff, but by service staff, therefore ensure all staff are fully aware of allergen controls. Use separate equipment and utensils for service.</p>	<p>Are these covered in your allergen information document?  Who serves these, what controls are in place?</p>
<p>At self-service counters e.g. salad bars, buffets, carveries etc.:</p> <ol style="list-style-type: none"> <li data-bbox="144 1035 806 1185">There must be adequate signage providing customers with details of the foods and their allergenic contents or where they can obtain the information;</li> <li data-bbox="144 1215 806 1439">Foods containing no allergenic ingredients must be sufficiently separated and easily distinguishable from food containing allergenic ingredient and displayed in a way to prevent any falling food contaminating it;</li> <li data-bbox="144 1468 806 1619">Provide sufficient (preferably colour coded) utensils to prevent cross contamination. Are they easily distinguishable?</li> </ol>	<p>Do you have a self-service counter?  How do you do this?  How do you do this?  How do you do this?</p>

**Space for your notes and action taken below:**

## How do you do this: Prepacked for Direct Sale (PPDS) or Natasha's Law

Control	What do you do
<p>Prepacked for direct sale (PPDS) refers to food that is packaged on the premises where it is sold, and offered to consumers in that packaging. This means the food is ready for sale to the consumer without further preparation or packaging at the point of sale. E.g. if you prepare a sandwich, wrap it in packaging and display it for sale, it would be considered as PPDS. See below flowchart.</p> <p><b>What food will require PPDS labelling?</b></p> <p>Food will require the new labelling if it meets all three criteria:</p>  <pre> graph TD     Q1[1. Is the food presented to the consumer in packaging*?] -- No --&gt; NP1[Non-prepacked food]     Q1 -- Yes --&gt; Q2[2. Is it packaged before the consumer selects or orders it?]     Q2 -- No --&gt; NP2[Non-prepacked food]     Q2 -- Yes --&gt; Q3[3. Is it packaged at the same place** it is sold?]     Q3 -- No --&gt; PP[Prepacked food]     Q3 -- Yes --&gt; NP3[Non-prepacked food]     NP1, NP2, NP3 --&gt; Conclusion[If all three answers are "Yes", food will require PPDS labelling.]   </pre> <p>If all three answers are "Yes", food will require PPDS labelling.</p>	<p>Do you offer food that is prepacked for direct sale (PPDS)? Please expand.</p>
<p>Any food considered as PPDS must be labelled (i.e. on the package or on a label attached to the package) with the following information:</p> <ul style="list-style-type: none"> <li>• The name of the food;</li> <li>• Full ingredients list;</li> <li>• Any of the <u>14 allergens</u> emphasised in the ingredients list, if these are present in the food.</li> </ul>	<p>Do you apply the required information to your PPDS products? Please expand.</p>

See below example of a compliant label:

**CHEESE AND PICKLE SANDWICH**

Mature Cheddar cheese, pickle and butter in sliced wholemeal bread

**INGREDIENTS:** Wholemeal bread (wholemeal **wheat** flour, water, **wheat** bran, **wheat** protein, yeast, salt, emulsifiers (mono- and diglycerides of fatty acids, mono- and diacetyl tartaric acid esters of mono- and diglycerides of fatty acids), spirit vinegar, rapeseed oil, flour treatment agent (ascorbic acid), palm fat, palm oil, **wheat** starch), mature Cheddar cheese (**milk**), pickle (carrots, sugar, swede, onion, **barley** malt vinegar, water, spirit vinegar, apple pulp, dates, salt, modified maize starch, rice flour, colour (**sulphite** ammonia caramel), onion powder, concentrated lemon juice, spices, spice and herb extracts), butter (**milk**).

Compound ingredients must be included in the ingredients list. A compound ingredient is an ingredient that is itself the product of more than one ingredient. For example, this could include bread in a sandwich, where the bread itself is made of various ingredients. In this case, the label should include a list of the ingredients in the bread following the name 'bread'.

**Precautionary Allergen Labelling**

In addition to mandatory allergen information, voluntary information about the unintentional presence of allergens, usually from unavoidable cross-contamination, should also be provided.

Precautionary allergen information from suppliers must be passed on to the consumer. This precautionary allergen labelling often appears as "may contain" or "not suitable for" statements on the packaging.

You should also include a 'may contain' (or similar) statement where you have identified a risk of allergen cross contamination in your premises (e.g. using the same fryer). This should only be provided if a real risk of allergen cross-contact has been identified following a thorough risk assessment.

Food labels must be visible and clearly legible. The consumer should not need to open the packaging to access this information. Printers can be used as well as pre-printed packaging. Labels can be handwritten as long as they meet the legal font size requirements (i.e. minimum x-height of 1.2mm).

Do you include compound ingredients on your labels?

Do you include 'may contain' information from manufacturers on your labels?

Have you conducted a risk assessment to identify where allergen cross contamination may occur in your premises?

Have you included this information on your labels?

Is the information on your labels easy for customers to read and understand?

## How do you do this: Control of allergens in the kitchen - Training

Allergen Control	Tick
<p>Staff should receive general allergen awareness training as well as training in your own allergen control procedures. Allergen training is freely available online at: <a href="#">Advanced Online Allergen Training   Food Standards Scotland</a>. Make sure that <b>all staff</b> understand that they should never guess whether or not an allergen is present in food. <b>Always be honest</b> with the customer.</p>	
<p>Have all <b>kitchen staff</b> received food allergen awareness training?</p>	
<p>Have <b>front of house staff</b> (bar staff, service staff, staff taking order over the phone, in person etc.) received food allergen awareness training?</p>	
<p>It is good practice to ensure that all training given to staff is recorded and kept on file and that refresher training is given on a regular basis. This can be recorded in the table below or in your training records.</p>	
<p>Do you keep records of staff allergen training?</p>	
<p>Training should include the following:</p> <ol style="list-style-type: none"> <li>Allergens and anaphylactic shock. Staff should understand the effect of providing the wrong information or serving food containing an ingredient that a customer is allergic to;</li> <li>Kitchen procedures should prevent cross-contamination during storage, preparation and serving of food;</li> <li>How you identify customers with food allergies, when they book a table, or when staff take orders (e.g. menu reminders, in person and over the phone or online);</li> <li>Your system for alerting kitchen staff that the food they are about to prepare is for somebody who is allergic to certain ingredients;</li> <li>Your procedure for dealing with a customer complaint over concerns that their food may be contaminated with an allergenic ingredient.</li> </ol>	
<p>Staff must not simply remove the 'offending' food from a prepared dish and send the meal back on the same plate, because traces of the allergen will remain which could cause a reaction. Managers must then investigate the complaint fully to isolate where the contamination with the allergen occurred.</p>	
<p>Does your training programme cover all of the above?</p>	
<p>Staff should also be trained on what to do if things go wrong. If you think a customer is having a severe allergic reaction:</p> <ul style="list-style-type: none"> <li>Do not move them;</li> <li>Call 999 and ask for an ambulance with a paramedic straight away;</li> <li>Explain that your customer could have anaphylaxis;</li> <li>Send someone outside to wait for the ambulance;</li> <li>If the customer has an adrenalin or Epi pen, help them to get it.</li> </ul>	
<p>Do your staff know what to do in an emergency?</p>	

## Allergen Training Record

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## USEFUL LINKS TO RESOURCES AND INFORMATION

Free online allergen training is available at the Food Standards Agency Website	<a href="http://www.food.gov.uk/business-industry/allergy-guide">Home   FSA Food Allergy Training</a>
Advanced allergen training provided by Food Standards Scotland is also available	<a href="http://www.food.gov.uk/business-industry/allergy-guide">Advanced Online Allergen Training   Food Standards Scotland</a>
Allergen information in different languages	<a href="http://www.tradingstandards.uk/practitioners/food-allergen-resource">www.tradingstandards.uk/practitioners/food-allergen-resource</a>
Other information from the Food Standards Agency	<a href="http://www.food.gov.uk/business-industry/allergy-guide">www.food.gov.uk/business-industry/allergy-guide</a>
Think Allergens Poster; a quick glance reminder to staff of the importance of allergens. This has also been translated into four Asian languages Urdu, Punjabi and Bengali as well as simplified Chinese	<a href="http://www.food.gov.uk/sites/default/files/media/document/thinkallergy.pdf">www.food.gov.uk/sites/default/files/media/document/thinkallergy.pdf</a>
Allergen Signage; upfront signpost to direct customers on where and how to obtain allergen information.	<a href="http://www.food.gov.uk/sites/default/files/media/document/Allergen%20and%20Intolerance%20sign%20%28Colour%29.pdf">www.food.gov.uk/sites/default/files/media/document/Allergen%20and%20Intolerance%20sign%20%28Colour%29.pdf</a>
Chefs Recipe Cards	<a href="http://www.food.gov.uk/sites/default/files/media/document/recipe-sheet.pdf">www.food.gov.uk/sites/default/files/media/document/recipe-sheet.pdf</a>
Allergen Table	<a href="http://www.food.gov.uk/sites/default/files/media/document/allergen-chart.pdf">www.food.gov.uk/sites/default/files/media/document/allergen-chart.pdf</a>
Allergen matrix software	<a href="https://www.menucalni.co.uk/Account/LogOn?ReturnUrl=%2f">https://www.menucalni.co.uk/Account/LogOn?ReturnUrl=%2f</a>
Summary Practical Guidance: Food preparation for a person with a food allergy	<a href="http://www.anaphylaxis.org.uk/food-preparation/">http://www.anaphylaxis.org.uk/food-preparation/</a>
Allergen Information for Schools  EPI Pens in Schools  Teaching Videos	<a href="https://www.allergyuk.org/information-and-advice/for-schools">https://www.allergyuk.org/information-and-advice/for-schools</a>  <a href="https://www.sparepensinschools.uk/">https://www.sparepensinschools.uk/</a>  <a href="https://www.sparepensinschools.uk/teaching-videos/">https://www.sparepensinschools.uk/teaching-videos/</a>
A day in the life of Chloe – Allergy Awareness Film	<a href="https://www.youtube.com/watch?v=7GzwBm6EeF0">https://www.youtube.com/watch?v=7GzwBm6EeF0</a>
Prepacked for Direct Sale (PPDS) or Natasha's Law Guidance	<a href="http://www.food.gov.uk/business-guidance/introduction-to-allergen-labelling-changes-ppds">www.food.gov.uk/business-guidance/introduction-to-allergen-labelling-changes-ppds</a>

**Recipe card - 'May contain' (or similar) information provided by the manufacturer must be included on your recipe card. It should be identified separately from intentionally included allergens, you may wish to use your own symbol or add letters such as 'MC'.**

## ALLERGENS: CHEF RECIPE CARDS

Dish/ingredient:

Date: Chef:

Please state the name of the cereal(s) containing gluten\*\* AND/OR the name of the nut(s)\*

 Celery <input type="checkbox"/>	 Cereals containing gluten** <input type="checkbox"/>	 Crustaceans <input type="checkbox"/>	 Eggs <input type="checkbox"/>	 Fish <input type="checkbox"/>
 Lupin <input type="checkbox"/>	 Milk <input type="checkbox"/>	 Molluscs <input type="checkbox"/>	 Mustard <input type="checkbox"/>	 Nuts* <input type="checkbox"/>
 Peanuts <input type="checkbox"/>	 Sesame seeds <input type="checkbox"/>	 Soya <input type="checkbox"/>	 Sulphur dioxide <input type="checkbox"/>	<b>TICK THE ALLERGENS WHICH ARE IN THE DISH</b> 

Notes:

Reviewed and checked by:



You can find this template and others, including more information at [www.food.gov.uk/allergen-resources](http://www.food.gov.uk/allergen-resources)

**Allergen Matrix** - 'May contain' (or similar) information provided by the manufacturer must be included on your matrix. It should be identified separately from intentionally included allergens, you may wish to use your own symbol or add letters such as 'MC'.

## DISHES AND THEIR ALLERGEN CONTENT

(Note – Please state the name of the cereal(s) containing gluten\*\* in that column AND/OR the name of the nut(s)\* in that column)

DISHES													
	Celery	Cereals containing gluten**	Crustaceans	Eggs	Fish	Lupin	Milk	Molluscs	Mustard	Nuts*	Sesame seeds	Soya	Sulphur dioxide
Tuna Salad [example]	✓			✓	✓				✓				

Review date:

Reviewed by:

You can find this template,  
including more information,  
at [www.food.gov.uk/allergy](http://www.food.gov.uk/allergy)





# RHOWCH WYBOD INNI OS OES GENNYCH ALERGEDDAU NEU ANODDEFIADAU BWYD

## TELL US IF YOU HAVE AN ALLERGY OR INTOLERANCE

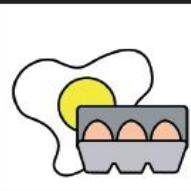


### Grawnfwydydd sy'n cynnwys glwten

Gwenith (megis  
gwenith yr  
Almaen, Khorasan,  
Kamut), Rhyg,  
Haiid, Ceirch

### Cereals containing gluten

Wheat (such as  
Spelt, Khorasan,  
Kamut), Rye,  
Barley, Oats



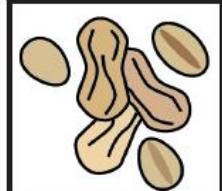
### Wyau

### Eggs



### Cnau Coed

### Tree Nuts



### Pysgnau

### Peanuts



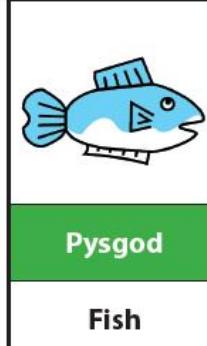
### Llaeth

### Milk



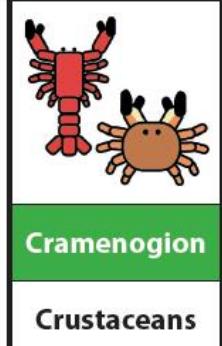
### Molysgiaid

### Molluscs



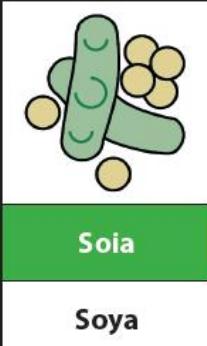
### Pysgod

### Fish



### Cramenogion

### Crustaceans



### Soia

### Soya



### Sylffwr Deuocsid (sylffita)

Sulphur  
Dioxide  
(sulphites)



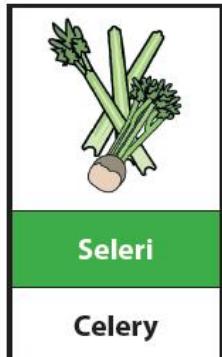
### Bys y blaidd

### Lupin



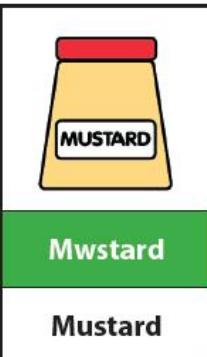
### Hadau Sesame

### Sesame Seeds



### Seleri

### Celery



### Mwstard

### Mustard

# Food Allergy Or Intolerance?

If you have a food allergy, intolerance, or coeliac disease – please speak to the staff about the ingredients in your food and drink before you order.  
Thank you.



**Please talk to us if you have  
a food allergy, intolerance  
or coeliac disease.**

.....

**We want to cater safely for everyone.**

**Please talk to us if you have  
a food allergy, intolerance  
or coeliac disease.**

.....

**We want to cater safely for everyone.**

Place your logo here