**TEMPLATE**

**Operational Plan of Management**

**Dated:**

**Prepared by:**

**Business Name:**

**Owner:**

**Operator** (if different from owner)**:**

**Vehicle registration number:**

**Type of food served:**

**Approved fix premises address:**

**Premises certified/inspected by:**

**Food processes and/or preparation:**

* Is food stored at the approved fixed location or is it sourced on the day of trade?
* Outline food processes that are carried out on the truck e.g. meats, salads, vegetables etc.
* How is the leftover food processed?

**Noise:**

* List items on the vehicle that are a source of noise e.g. ventilators, generators etc.
* What measures that have been taken to address any noise or vibration e.g. service frequency, attenuation measures etc.
* What strategies are in place to address complaints or issues arising from noise generated?

**Waste:**

* List the controls to manage litter around the site e.g. bins provided, staff to walk perimeter at the end of trade, signs on truck etc.
* Does the disposal of waste occur at the approved fixed location or elsewhere?
* Who is the waste contractor?

**Ventilation and odour:**

* Is ventilation is used?
* What measures that have been taken to address any odour issues?
* What is the frequency of cleaning and what items are cleaned?
* Who carries out the cleaning?

**Water:**

* Where the potable water is sourced from?
* What is the capacity of the potable water storage tanks and the waste water tanks?
* How is potable water transferred to storage tanks on the vehicle?
* How are the storage tanks cleaned?
* Where and how is the waste water disposed of?
* If required by Sydney Water, where is the grease trap located?

**Cleansing:**

* Cleaning schedule: what, when and how.
* What are the main pieces of equipment cleaned and what is the overall cleaning process of the vehicle?
* Does minor equipment cleaning occur in the vehicle or only at the approved fix premises?
* Does the vehicle carry additional utensils for food service?

**Pest control:**

* What pest management controls that are in place for the vehicle?
* What is the frequency of pest control services?