

# How to Run a Healthy Business

## Dry Storage

The dry storage area of your business is where stocks of cereals, flour, rice, dried pasta, fruit and vegetables, tinned products and packaged foods are kept that do not require temperature control.

The following practices are important for effective and safe dry storage in a food business.

1. Food storage areas must be clean and well maintained.
2. The storage area needs to be dry, cool, well-lit, ventilated and vermin-proof.
3. Foods must be protected from exposure to moisture and direct sunlight.
4. The dry food storage areas should be appropriately labelled and different food groups stored separately.
5. Foods must be stored well away from chemicals and cleaning equipment.
6. Foods must be stored such that cross contamination from physical, chemical or biological contaminants is prevented.
7. Foods must be stored off the floor, on shelving or in cupboards so that you can clean around it.
8. Packaged foods which have been opened must be stored in clean, non-toxic, food grade, pest proof containers with tight fitting lids or are wrapped in protective packaging (such as foil, plastic food wrap, grease proof paper etc). They then need to be properly labelled and dated.
9. When receiving foods you must check that the packaging is intact and undamaged and the food is within its use-by-date. Any food out of date or packaging that is damaged should be returned to the supplier.
10. Foods should be labelled with the receipt date prior to storage and then rotated on a first in, first out basis.
11. Make sure food is stored according to manufacturer's instructions.
12. Food spills should be cleaned up promptly to minimise the attraction of pests and to reduce the risk of contamination.
13. If pests are sighted it is important that they are deterred and eradicated as soon as possible. Signs of pest activity include droppings, eggs, webs, feathers, and smells.
14. Make sure staff adhere to good housekeeping practices and visually inspect products for signs of damage, contamination or spoilage.

### Monitoring

Make sure you check the condition of the dry store as well as the dry foods daily. If there are any damaged, contaminated, spoiled or out-of-date products it is important that they are thrown away.

Monitor and record the pest activity and your control measures as per the instructions in your Food Safety Program.

### Solutions

1. Throw away damaged and unsuitable storage containers.
2. Throw away any food that is suspected of having been contaminated.
3. Throw away food that is beyond its use-by-date.
4. Throw away damaged stock.
5. Throw away food that is unlabeled.
6. Take action as required to maintain a pest-free environment.

For more information about dry storage in a food business please contact your Environmental Health Officer at the Health Services Branch on 9658 8831 / 8815.



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