



Office Use Only  
 Awarding Officer:  
 Date awarded:

**Recipe 4 Health - Silver Award – Self Assessment Form**

Business name.....  
 Business Address .....  
 .....  
 .....  
 Manager/Proprietor details.....  
 Contact telephone number .....  
 E Mail.....website.....  
 Please give an indication as to the type of your establishment.....

Please complete this self assessment form as comprehensively as possible. If you need more space, please include any extra information on additional paper and return it with your self assessment form. The more information you give us, the less an officer will need to ask on an assessment visit. If any questions are not applicable to your business please state this. Please would you also provide a copy of your menu when you return your assessment sheet.

If you require any further advice or assistance in completing this form, please go to [www.lancashire.gov.uk/recipe4health](http://www.lancashire.gov.uk/recipe4health) or contact the Recipe 4 Health team on 01254 267688 or email us: paul.barnard@blackburn.gov.uk

<b>SILVER AWARD CRITERIA</b> (Bronze award criteria must be met plus the criteria below where applicable)	<b>BUSINESS COMMENT</b>	Office Use Only
<b>CLEAN</b>		
Attained a food hygiene rating system score of 4 (EH use only)		
<b>HEALTHY EATING</b>		
How are healthy options highlighted and how are they priced in comparison to standards options?		
Do you use trimmed meat and poultry where possible		
Do you use reduced fat alternatives of cream and milk in cooking and are these available as options for serving.		
How is salt minimised in recipes?		
Do you grill or steam any menu items in preference to frying? Please give details		
Do you shallow fry menu items instead of deep frying? Please give details		
Do you provide low fat sauces or do you prepare your own sauces with low fat ingredients? Please give details		
What sort of oils do you use? Unsaturated oils and fats are better e.g. olive oil, rapeseed, sunflower oil, non-blended vegetable oils, ground nut oil		

If you offer fried fish, is this lightly battered?		
Do you offer baked potatoes with low fat fillings? (e.g cottage cheese, tuna with low fat mayo, beans)		
Do you provide thick cut chips or potato wedges as an alternative to french fries/ thin chips?		
What options are available for bread? (Wholemeal, granary, 50/50)		
Do you provide low fat salad dressings?		
Do you apply salt to meals as a matter of course? Is salt available on tables?		
What healthier drinks are available? (e.g Water, pure fruit juice, semi and skimmed milk drinks)		
<b>NB for premises providing food solely for under 5's such as nurseries and childcare settings there is no requirement to use low fat products, it is preferable to use full fat dairy products, however low sugar and low salt options are preferable</b>		
<b>ALLERGEN AND ALCOHOL AWARENESS</b>		
Is there a written procedure in place relating to allergens, and are all cooking staff aware of the procedure? Please give details		
Are pre-packed products checked for allergens and are labels retained on file for the lifetime of the food?		
Do you request a product specification from suppliers of foods that do not come with full labelling?		
Do you request notification from suppliers about changes to recipes of prepared foods in relation to allergens?		
What procedures are in place in relation to storage, preparation, cooking, hot holding and cleaning to prevent cross contamination of allergenic ingredients?		
Do you display signs encouraging customers to ask staff about allergenic ingredients? Please give details		
Are waiting staff trained to check with the chef if any customers have a query about allergens?		
Are table, highchairs and other equipment used by allergenic customers cleaned thoroughly before their use of it?		
Are reworked/reused/leftover foods controlled to ensure that no loss of identity occurs in relation to allergens?		
Do you have low alcohol and alcohol free drinks available? (licensed premises only)		

Have you received an Age Check pack from the Trading Standards Service and have all relevant staff have viewed this resource?		
Do you operate a 21 policy for the sale of alcohol and display proof of age signage on the premises stating that a 21 policy is in operation?		
What forms of ID do you accept for age restricted products? E.g. PASS accredited i.d, photo driving license or passport		
Are staff trained on: not to serve alcohol to under 18s, 21 policy, how to spot underage purchasers, how to politely refuse a sale to reduce conflict, the use of the refusals log, signs that a person has already consumed an excessive amount of alcohol? Please give details of this		
Do you keep a log of refusals of underage people attempting to purchase alcohol detailing: date, time, description of person, item attempted to purchase, comments from staff, staff details		
<b>ENVIRONMENTAL FOCUS</b>	NB – food hygiene and health and safety requirements take precedence over requirements to save energy etc – if this applies please explain in your answers.	
Do you use seasonal fruit, vegetables and other ingredients wherever possible? Please give details		
Do you avoid over-packaged foods and goods where possible?		
Do you avoid disposable products where possible and it is hygienic to do so?		
Do you purchase cleaning products / washing detergents in bulk and in concentrated form?		
Do you use refillable containers wherever possible, eg washing up bottles, soap dispensers, condiment pots		
Are energy efficient bulbs used where possible?		
Do you use ensure that taps are closed whenever they are not in use, and they are not left running unnecessarily?		
Do you fill the sink for washing up rather than letting the tap run constantly?		
Do you shut down/turn down all energy using equipment/lights when room/area/equipment is unoccupied or not being used?		
Do you keep the thermostat temperature at the lowest comfortable level? Is the heating turned off before windows are opened?		
Are dishwashers/washing machines only used when full		

Is waste separated for reuse and recycling (e.g. card, plastic, glass, metal)		
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As an authorised person of the above named business I verify that all information supplied above is true and accurate at the time of completing this self assessment form.

Print Name.....Signature.....Date.....

After completion please return to: Recipe 4 Health, Public Protection Service, Blackburn with Darwen Borough council, White Dove Offices, Davyfield Road Depot, Roman Road Industrial Estate, Blackburn, BB1 2LX.