

Checklist for Environmental Health Construction and Fit-out Compliance

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Document information and requirements at stages of development application. ✓ Enlisted document required. Note: Plans should include but not limited to the requirements listed in column below:	Business Development Categories	
	(a) Food Business: Regulated under: Food Act 2003, Food Regulation 2015 & Food Safety Standards Code.	(b) Skin Penetration Industry: Regulated under: Public Health Act 2010 & Local Government Act 1993
	Specifics: food kiosk, café, coffee shop, restaurant, supermarkets, grocery shops, or any commercial, industrial, and educational developments with a food business and or any food business including coffee making	Specifics: hairdressers, beauty salons, nail clinics, skin penetration and laser-based clinics
Prior to development application (DA) determination		
Conceptual plan: outlining the layout, design, workflow, sinks; washup, sanitising, handwash, preparation area, & description of business specifics and operations.	✓	✓
Prior to the issuance of construction certificate (CC)		
Detailed floor plan: with layout of fixtures, fittings, furniture, sinks; washup, sanitising, handwash, cleaner's sink, floor waste drain & other equipment's. Ensure detailed labelling and descriptions.	✓	✓
Detailed elevation plan: with material specifications for floor, wall, ceiling, doors, screens, sinks; washup, sanitising, handwash, work benches, storage, equipment's, exhaust ventilation system if required, other fixtures & furniture.	✓	✓

See fit out and construction guide:

Food premises design & construction

Skin penetration design & construction

Note: Prior to occupation certificate and two days before business operations submit the following as applicable:

(a) Notification for registration of **food business** with a Food Safety Supervisor Certificate and comply to standards 3.2.2A.

(b) Notification for registration of **hairdresser, beauty or skin penetration premises** with a copy of waste management plan if applicable.