

## FOOD SAFETY QUESTIONNAIRE FOR FOOD BUSINESS ACTORS

### 1. Introduction

This research questionnaire is compiled based on the criteria of the ISO Food Safety Management System, HCCP and GMP with a focus on a simple evaluation of the implementation or application of Food Safety requirements at the level of MSME and street food business actors in the APEC Region.

The criteria in the ISO Food Safety Management System, HCCP and GMP included in this questionnaire are only relevant and have the potential to guarantee food safety based on the literature study that has been conducted. This questionnaire aims to capture the experiences, obstacles and challenges of MSME and street food business actors in order to increase knowledge and understanding of food safety based on international standards.

This questionnaire takes about 20-25 minutes to fill out. Your identity will not be published, and all data resulted from this questionnaire the results of this question will be used entirely for research purposes. You can also participate using the e-form via the following link <https://bit.ly/foodbusinessactors>. The data collected, will only be accessible to members of the research team. The data will be presented in aggregate form. There is absolutely no obligation for you to participate in this research, you are free to withdraw from the research at any time.

If you have any questions about the research or your participation, you can contact the Project Overseer (PO) of the project i.e. Mr. Dulbert Tampubolon (email: [tdulbert@gmail.com](mailto:tdulbert@gmail.com)) from the Research Center for Testing Technology and Standard, BRIN. The information obtained through this questionnaire is guaranteed to be confidential and is for research purposes only. Therefore, we ask for your willingness to fill out this questionnaire.

### 2. Respondent information

Name	:		
Gender	:		
Level of education	:		
Major/Background	:		
Location	:	City:	Province:
		Address	
Type of shop	:		
Time of employment	:	Month:	Year:
Mobile number/Email	:		

### 3. Questions

*Choose the answers that suit you the best*

#### **Ownership**

1. What is your status in this street vendor business?

☐ Owner

☐ Employee

2. Is this business venture a joint venture or own capital?

☐ Own capital

☐ Joint venture

3. Does your business have a business license/legality?

☐ Yes

☐ No

4. Does the product be sold have a distribution permit?

☐ Yes

☐ No

#### **Leadership**

5. Is there anyone in charge of this business operation?

☐ Yes

☐ No

6. Is anyone responsible for the quality and safety of the food sold/produced?

☐ Yes

☐ No

7. Is anyone responsible as suppliers for raw materials?

☐ Yes

☐ No

8. Are there quality guidelines and procedures related to food safety in the business?

☐ Yes

☐ No

9. Are there any provisions regarding raw materials and products that are not suitable for use or sale?

☐ Yes

☐ No

**Planning**

10. While working with food, do you pay attention to matters related to the cleanliness of the food (food safety aspect) that is sold or produced?

☐ Yes

☐ No

11. Does your business follow up the customer feedback for improvement?

☐ Yes

☐ No

12. Does your business conduct annual or periodic evaluations?

☐ Yes

☐ No
**Human resources**

13. Is this business run by workers with relevant experience or skills?

☐ Yes

☐ No

14. What types of attributes do food processing workers use while working? (*You may choose more than one*)

☐ Head cover

☐ Masker

☐ Glove

☐ Apron

☐ Other, please specify.....

15. Are workers allowed to smoke/vape during food preparation or handling?

☐ Yes

☐ No

16. Do workers who handle food wash their hands before working?

☐ Yes

☐ No

17. Do workers change clothes before work or wear special working attire?

☐ Yes

☐ No

18. Do workers who work must be in good health?

☐ Yes

☐ No

19. Are there any provisions for periodic health checks for workers?

☐ Yes

☐ No

20. Does this business have employees who work specifically as cashiers?

☐ Yes

☐ No

21. Is the cashier allowed to do food processing?

☐ Yes

☐ No

22. Do workers have knowledge about food storage temperatures (e.g. meat, fish, vegetables and other ingredients)?

☐ Yes

☐ No

23. Is there any prohibition for workers who process food to wear jewellery, watches, brooches and others?

☐ Yes

☐ No

***Infrastructure and facilities***

24. Does the business provide a place to wash hands?

☐ Yes

☐ No

25. Does the business site provide handwash soap?

☐ Yes

☐ No

26. Are the floors and walls of the food processing area in good condition (i.e. clean, undamaged, easy to wash and disinfect)?

☐ Yes

☐ No

27. Is the tabletop for processing food in good condition (i.e. clean, undamaged, smooth surface, easy to wash and disinfect)?

☐ Yes

☐ No

28. Have you ever seen food pests (e.g. rats, insects) at your business location?

☐ Yes

☐ No

29. Have you ever seen personal items (e.g. phones, bags) of workers in food processing areas?

☐ Yes

☐ No

30. Are raw materials stored in good conditions (i.e. clean, covered, suitable temperatures)?

☐ Yes

☐ No

31. Is the food processing equipment in clean and good condition (determined visually)?

☐ Yes

☐ No

32. Are ready-to-eat products and trash bins placed separately?

☐ Yes

☐ No

33. Is there a supervisor in the production/food processing area?

☐ Yes

☐ No

34. Are workers with injured hands not allowed to work?

☐ Yes

☐ No

35. Should workers with long hair protect their hair to reduce the risk of food contamination?

☐ Yes

☐ No

36. Do workers wash their hands frequently and properly (based on observation)?

☐ Yes

☐ No

37. Do workers wear and change disposable gloves?

☐ Yes

☐ No

38. Are workers prohibited from touching their face, hair, nose, or ears during food processing?

☐ Yes

☐ No

39. Are closed display cases (containers) used to protect food from dust or pests?

☐ Yes

☐ No

40. Does this business use different kitchen utensils (i.e. knives, cutting boards, etc.) for different types of food?

☐ Yes

☐ No

41. Are there waste bins at the production site and at the service site?

☐ Yes

☐ No

42. What is the waste collection schedule?

☐ Everyday

☐ Once a week

☐ No regular schedule

☐ Other, please specify .....

43. Does this business have a refrigerator/freezer to store raw materials such as meat or fish?

☐ Yes

☐ No

44. Does this business use disposable tableware?

☐ Yes

☐ No

45. How is the process of washing cutlery?

☐ Using flowing water

☐ Using water in a bucket

☐ Just wiped

☐ Other, please specify .....

46. Is the layout of production equipment arranged to prevent cross contamination?

☐ Yes

☐ No

47. Are the sources of clean water for the production process sufficient and meet the requirements for clean water quality?

☐ Yes

☐ No

48. Are cleaning tools such as brooms, brushes, mops, rags and/or dusters, detergents, buckets in clean condition?

☐ Yes

☐ No

49. Are there any drainage channels for dirty water and waste available?

☐ Yes

☐ No

50. Are production tool/equipment/facilities regularly maintained?

☐ Yes

☐ No

### ***Work environment***

51. Does the company pay attention to social factors at work (relations between workers, non-discrimination)?

☐ Yes

☐ No

52. Does the company pay attention to the psychological factors of workers at work (stress, emotions)?

☐ Yes

☐ No

53. Does the company pay attention to the comfort of physical factors at work (i.e. noise, temperature, heat, humidity, air flow)?

☐ Yes

☐ No

54. Is the business location kept clean, free from trash, odors, smoke, dirt and dust?

☐ Yes

☐ No

55. Is the surrounding environment maintained in a clean condition (garbage is not piled up and covered, roads are not dusty and gutters function properly)?

☐ Yes

☐ No

56. Are the buildings and production facilities free from pollution?

☐ Yes

☐ No

***Product and quality control***

57. What type of food does your shop or business sell? (*You may choose more than one*)

☐ Ready to eat food

☐ Fast food

☐ Fresh food

☐ Other, please specify .....

58. Do the products include food that needs to be reheated before being sold?

☐ Yes

☐ No

59. How to handle products that are not sold out on one day? (*You may choose more than one*)

☐ Discarded

☐ Saved for resale

☐ Sold for feedstock

☐ Other, please specify .....

60. Do you separate raw ingredients and cooked food?

☐ Yes

☐ No

61. Are food ingredients washed before processing?

☐ Yes

☐ No

62. What water source does your business use?

☐ Water company

☐ River water

☐ Well water

☐ Jerry can water

☐ RO refill water

☐ Other, please specify .....

63. Do you use refillable gallon water as a source of drinking water?

☐ Yes

☐ No

64. Do you boil water?

☐ Yes

☐ No

65. How is customer food waste handled?

☐ Discarded

☐ Taken by another party

☐ Sold to another party

☐ Other, please specify .....

66. If the raw food materials from the supplier are not of good quality, will your business change the supplier?

☐ Yes

☐ No

67. Are the stored food ingredients packaged in small portions according to sales portions?

☐ Yes

☐ No

68. How to handle expired food? (*You may choose more than one*)

☐ Processed into other food products

☐ Used & cooked again as usual

☐ Discarded

☐ Other, please specify .....

69. How to handle partially damaged/poor quality food ingredients? (*You may choose more than one*)

☐ Processed into cheap food

☐ Utilize what is still good

☐ Discarded

☐ Other, please specify .....

### ***Employees competence***

70. Is there anyone at your business who understands food safety?

☐ Yes

☐ No

71. Have any workers undergone food safety or clean and healthy food preparation training?

☐ Yes

☐ No

72. Do employees have basic knowledge on food safety principles?

☐ Yes

☐ No



**Documented information**

73. Are there records and documentation regarding the expiration date of raw materials, incoming orders, pest control, cleaning schedules for facilities and business premises?

☐ Yes☐ No

74. Are there any records regarding worker health checks, training schedules, worker leave schedules?

☐ Yes☐ No**Operational**

75. Are the materials used in the production process (i.e. raw materials, auxiliary materials, food additive) and final products stored in good conditions to avoid a decrease in quality?

☐ Yes☐ No

76. Is the storage of materials and final products marked with dates and use the First In First Out system?

☐ Yes☐ No

77. Have ingredients that easily absorb water been stored in a dry place? (example: salt, sugar and powdered spices)

☐ Yes☐ No

78. Are hazardous materials such as cleaning soap, sanitation materials, insecticides, rat bait, etc. are stored in a separate room and monitored so as not to contaminate the foods?

☐ Yes☐ No

79. Are machines/equipment that have been cleaned but not yet used stored in a clean place and in good condition and covered, to protect it from dust, dirt or other contamination?

☐ Yes☐ No

80. Is food packaging clearly and informatively labelled to make it easier for consumers to select, handle, store, process and consume food?

☐ Yes☐ No

81. Is there a person in charge who oversees all stages of the production process and controls it to ensure that good quality and safe food products are produced?

☐ Yes☐ No

***Customer***

82. Does your shop have regular customers?

☐ Yes

☐ No

83. Do you ask for feedback/suggestions from customers regarding the food you sell?

☐ Yes

☐ No

84. Have you ever received complaints from customers regarding the food you sell?

☐ Yes

☐ No

--- Thank You ---