**Notes for businesses:**

* As the food business operator of the establishment you have a right to request a re-visit for the purposes of re-rating under section 4 of the Food Hygiene Rating Act (Northern Ireland) 2016 as amended to request at any time, provided that you have paid the **£150** cost of the re-rating inspection in accordance with section 4(7) of The Food Hygiene Rating Act (Northern Ireland) 2016 as amended and the following conditions are met: -

1. You must wait until the end of the 21 days’ appeal period before you apply for a re-rating inspection.
2. Any appeal against the current food hygiene rating has been determined or abandoned:
3. You must provide details of the improvements made to hygiene standards with your request, including supporting evidence where appropriate.
4. If the district council considers that you have provided sufficient evidence that the required improvements have been made.
5. You must also be compliant with the Act. This means that you must display your current valid rating sticker. A re rating inspection will not be carried out if you are found to be non-compliant and a £200 fixed penalty notice may be served for non-compliance.

* The district council officer will give you a ‘new’ food hygiene rating based on the level of compliance that is found at the time of the re-visit - you should be aware that your rating could go up, down or remain the same.
* To make a request for a re-visit, please use the form below and return it to the food safety officer from your district council along with required fee of **£150**– contact details are provided with the written notification of your food hygiene rating.
* The re-rating visit will take place within 3 months of the request being made and will usually be made without prior notification.

|  |  |
| --- | --- |
| Food business operator/proprietor |  |

|  |  |
| --- | --- |
| Business name |  |

|  |  |
| --- | --- |
| Business addresses |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Business tel. number |  |  | Business email |  |

**Inspection details**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Date of inspection | | | |  | Food hygiene rating given |  | |
| **Action taken:** Please describe the remedial action you have taken with reference to the issues identified in the inspection letter/report provided to you by your district council with your score:   |  |  | | --- | --- | | Compliance with food hygiene and safety procedures |  | | | | | | | | |
| |  |  | | --- | --- | | Compliance with structural requirements |  |  |  |  | | --- | --- | | Confidence in management/control procedures |  | | | | | | | | |
| |  |  | | --- | --- | | Please provide any other supplementary evidence (e.g. photographs, invoices, copies of relevant HACCP documentation etc.). |  | | | | | | | | |
|  | | | | | |
| Signature | |  | | | | | |
|  | | | | | | | |
| Name in capitals | | |  | | | | |

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| --- | --- | --- | --- |
| Position |  | Date |  |

Derry City & Strabane District Council (DCSDC) is the Data Controller under the General Data Protection Regulation (GDPR) for the personal data it gathers for the purposes of verifying and ensuring compliance with food law requirements and improving food safety and food standards, and for no other reason.

You are providing your personal data to the Council whose lawful basis for processing isfor the performance of a task carried out in the public interest or in the exercise of its statutory duties.

The personal data may be shared internally within the Council with staff who are involved in providing this service and, where necessary, between internal departments with the purpose of supporting an effective delivery of service.

It may also be shared with or disclosed to any other statutory body or service for the purposes of verifying and ensuring compliance with food law requirements and improving food safety and food standards.

If you have any queries regarding the processing of your personal data, please contact the Council’s Data Protection Officer, Mr Damian McCay**, email is** [**Damian.McCay@Derrystrabane.com**](mailto:Damian.McCay@Derrystrabane.com)

Further information on DCSDC Privacy Notice can be obtained from the Council’s website on the following link <https://www.derrystrabane.com/privacy-policy>