

## Guidelines for Ensuring Safety of Food and Beverage Served in Tokyo 2020 Games

### 1 Introduction

This document details the measures to ensure food safety and hygiene, which is one of the themes focused in the Tokyo 2020 Basic Strategy for Food & Beverage Service.

Business operators entrusted with providing food and beverages during the Games period (hereinafter called “caterers”) must endeavour to ensure safety of food and beverages according to these Guidelines.

It is our sincere hope that caterers’ commitment to adhering to these Guidelines during the Games period will be exemplary to food business operators in Japan even after the Games end.

### 2 Scope of Application

These guidelines apply to operators that process, prepare, store, sell, or transport food and beverages to be consumed in the premises of the Tokyo 2020 Games facilities (including those who are entrusted by Tokyo 2020; the Organising Committee of the Olympic and Paralympic Games).

### 3 Relevant Laws and Ordinances

Contractors must comply with the following relevant laws and ordinances.

- Food Sanitation Act
- Food Labelling Act
- Relevant ordinances etc. of local governments having jurisdiction over the locations of venues (See Appended Table.)

These Guidelines specify matters to be complied with, in addition to the above-mentioned laws and ordinances, by caterers when handling food and beverages to be consumed in the premises of the Tokyo 2020 Games facilities.

Caterers, therefore, are obliged to observe both the relevant laws and ordinances and these Guidelines.

### 4 Matters to Be Observed

- (1) Contractors must observe the Hygiene Management Manual for Large-scale Food Preparation Facilities (Annex to Notice Ei-shoku No. 85 of 24 March 1997 (final revision),

hereinafter called “HMM”) and Welfare and the Guidelines on Management and Operation Standards to be Observed by Food-Related Business Operators (Annex to Notice Shoku-An No. 0227012 of 27 February 2004 (final revision), hereinafter called “GMOS”) issued by the Ministry of Health, Labour and Welfare (but excluding items of II-5-(1) of HMM that should be ensured by maintaining facilities and equipment, and Section II of GMOS).

Hygiene control measures required during a norovirus gastroenteritis epidemic must be carried out during the Games period.

(2) In addition to (1), caterers must observe the provisions in the following items. If any of the provisions in the following items is inconsistent with the provisions explained in (1), the former precedes the latter.

#### Management of water used

- a. If water other than that of which quality is ensured under the Water Supply Act is used, confirm in writing that the water was tested for quality at least once within six months before the time of use and retain the test results. If the water is to be used in a facility completed within the past six months, inspect the water quality before the handling of food and beverages is commenced. However, if results of a water quality test conducted by an outside party can be confirmed, caterers need not conduct the water quality test themselves.
- b. If water supplied from water storage tanks is used at the facility, commission professionals to clean the water storage tanks at least once per year, or confirm in writing that the cleaning was performed, and keep records of cleaning done.

#### Measures against rodents and insects

- c. Confirm in writing that extermination of rodents and insects was conducted at least once within the past six months and keep records of extermination done. However, if the aim in this regard can be achieved without fail by taking measures combining technologies that are considered effective and appropriate to use in the facility, taking into account inhabitation research results of rodents and insects, caterers may take such measures with appropriate frequency, instead of the aforementioned measure. When rodents or insects are found, they must be exterminated immediately to avoid effect on foods.

#### Appointing a food hygiene supervisor

- d. A food hygiene supervisor to be appointed for a facility must be selected from those

who attended seminars conducted or acknowledged by the prefectural governor etc. within the past one year.

- e. A food hygiene supervisor may be assigned for more than one facility as long as he/she can fulfil their duties and responsibilities.
- f. More than one food hygiene supervisor should be selected for one facility, if necessary, when considering the facility's operating hours and employees working hours, so that facility hygiene can be controlled by at least one food hygiene supervisor at all times when the facility is in operation.

#### Handling of foods

- g. If processed food materials are to be used, place priority on those manufactured/processed under HACCP-based hygiene control. When procuring processed food materials, confirm that food safety is ensured at stages of manufacturing, processing, etc., (by checking results of inspection conducted by public health centres, confirming certificates issued by trusted certification authorities and/or conducting on-site inspections yourself, etc.).
- h. Notwithstanding the provisions of HMM, up to two days' worth of food materials may be stored.
- i. Clean vegetables and fruits intended for raw consumption properly according to the HMM II-1-(6). When using disinfectants, choose disinfectants appropriate for the properties and state of the item to be disinfected.
- j. For foods and drinks that are prepared in food preparation facilities in Olympic/Paralympic villages, competition venues, etc., and are kept under temperature control to keep them at 10 degrees C or lower, or 65 degrees C or higher before serving, determine at which time such foods and drinks will be served, based on proper scientific grounds. Other foods and drinks should be managed so that they will be consumed within two hours after being prepared.
- k. Place a strict control to ensure that foods and drinks prepared in Main Dining Rooms or Casual Dining Rooms in Olympic/Paralympic Villages will be consumed in the same Dining Rooms, and that foods other than uncut fruits, drinks, packaged snacks, etc. will not be taken out of the Dining Rooms. However, this does not apply when otherwise instructed or permitted by Tokyo 2020 on the grounds of special circumstances.

#### Creation and retention of records

- l. Record when food and drinks were served, sold, and discarded.

- m. Retain records created in a food handling facility for a period of one year after the facility discontinues handling food and drinks. When requested by relevant organisations during the said period, caterers must disclose the records.
- n. Items required to be recorded in a food handling facility are specified by HMM and GMOS.

#### Recall and disposal

- o. Waste generated as a result of providing food and drinks must be properly treated in accordance with rules for waste disposal established for each venue.

#### Conducting food inspection

- p. For food inspection, take samples of ingredients and prepared foods and that are provided in Olympic/Paralympic Villages and preserve them at a temperature of -20 degrees C or less. Such ingredients must be preserved for at least 72 hours, and such foods for at least two weeks. For such foods, record to whom they were provided, the amount provided, and when they were provided. If samples for food inspection are preserved for a period past the date of the closedown of the facility, make clear where the samples are reserved after the closedown of the facility.

#### Providing information

- q. When providing food and drinks, provide information on the food/drink regarding allergens contained (eggs, milk, wheat, buckwheat, peanuts, prawns/lobsters, crabs, other crustaceans, cereals containing gluten (wheat, rye, barley, oats, spelt, and their hybridized strains), fish, soybeans, tree nuts, and sulphites in concentrations of 10 mg/kg or more), as well as its suitability for religious groups, vegetarians, etc. In addition, for foods and drinks aimed at athletes, provide nutritional information.
- r. Regarding allergens contained foods and drinks to be provided, collect information on whether they contain allergens other than those mentioned in p, which are salmon roe, kiwi fruit, walnuts, cashew nuts, bananas, yams, peaches, apples, mackerel, sesame, salmon, squid, chicken, gelatin, pork, oranges, beef, abalones, and matsutake mushrooms; and upon request, provide stakeholders with the information collected.

#### Hygiene control of food handlers

- s. Conduct stool tests as described in HMM. Short-term employees who are employed for less than one month are also required to take the stool test.

#### Education and training for food handlers

- t. In order for foods and drinks to be hygienically treated, caterers must provide employees engaged in food preparation with hygiene education on matters necessary for food hygiene (matters described in I-Section 4-(2) of GMOS and other necessary matters) before the start of the Games or the placement of employees.

#### Crisis management

- u. Caterers must establish a system capable of dealing with health damage (including health hazards) caused by foods and drinks, and report to Tokyo 2020 who serves as a point of contact of the system at least two months prior to the start of the Games.
- v. If complaints are received from stakeholders about cases involving abnormal taste, abnormal odour, foreign matter contamination, etc., of foods and drinks that have been served/provided, put them together on a daily basis and report to Tokyo 2020. If caterers receive complaints indicating possible health hazards, they must promptly report such complaints to Tokyo 2020, stop serving/providing foods and drinks, and follow directions given by Tokyo 2020 and relevant organisations.
- w. Caterers must conduct crisis management training with Tokyo 2020 regarding the foods and drinks they handle.
- x. Caterers must conduct food defence in consultation with Tokyo 2020.

#### 5 Attached Documents

- Hygiene Management Manual for Large-scale Food Preparation Facilities (Annex to Director-General Notice, Environmental Health Bureau, Ministry of Health, Labour and Welfare, Ei-shoku No. 85 of 24 March 1997)
- Guidelines on Management and Operation Standards to be Observed by Food-Related Business Operators (Annex to Director Notice, Department of Food Safety, Pharmaceutical and Food Safety Bureau, Ministry of Health, Labour and Welfare, Shoku-An No. 0227012 of 27 February 2004)

#### Appended Table

Venue	Municipal ordinance, etc.
Venues in Tokyo	- Food Manufacturing Industry Regulatory Ordinance of Tokyo Metropolitan

	- Tokyo Metropolitan Ordinance for Enforcement of the Food Sanitation Act
Saitama Super Arena	- Saitama Prefectural Ordinance on Food Sanitation
Asaka Shooting Range	- Saitama Prefectural Ordinance for Enforcement of the Food Sanitation Act
Kasumigaseki Country Club	- Saitama Prefectural Ordinance for Enforcement of the Food Sanitation Act
Makuhari Messe Hall A	- Chiba Prefectural Ordinance for Enforcement of the Food Sanitation Act
Makuhari Messe Hall B	- Chiba Prefectural Ordinance for Enforcement of the Food Sanitation Act
Makuhari Messe Hall C	- Guidelines for Implementing Hygiene Measures for Food Served at Events, Chiba City
Tsurigasaki Beach Surfing Venue	- Chiba Prefectural Ordinance for Enforcement of the Food Sanitation Act
Yokohama Stadium	- Kanagawa Prefectural Ordinance on Criteria for Facilities Operated under the Food Sanitation Act
Enoshima Yacht Harbour	- Kanagawa Prefectural Ordinance on Criteria for Facilities Operated under the Food Sanitation Act
Izu Velodrome	- Shizuoka Prefectural Ordinance for Enforcement of the Food Sanitation Act
Izu Mountain Bike Course	- Shizuoka Prefectural Ordinance for Enforcement of the Food Sanitation Act
Fukushima Azuma Baseball Stadium	- Fukushima Prefectural Ordinance for Enforcement of the Food Sanitation Act
Sapporo Dome	- Hokkaido Prefectural Ordinance for Enforcement of the Food Sanitation Act
Miyagi Stadium	- Miyagi Prefectural Ordinance for Enforcement of the Food Sanitation Act
Ibaraki Kashima Stadium	- Ibaraki Prefectural Ordinance for Enforcement of the Food Sanitation Act
Saitama Stadium	- Saitama Prefectural Ordinance on Food Sanitation - Saitama Prefectural Ordinance for Enforcement of the Food Sanitation Act
International Stadium Yokohama	- Kanagawa Prefectural Ordinance on Criteria for Facilities Operated under the Food Sanitation Act