

# National Programme 1

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## What you need to know:

- Information regarding the Food Act 2014 and New Zealand food safety can be found on the Ministry for Primary Industries website (<https://www.mpi.govt.nz/nzfoodsafety/>) or [www.mpi.govt.nz](http://www.mpi.govt.nz) > Food safety.
- A National Programme sets out what steps a business making or selling lower-risk foods needs to take to make safe food. It is used to identify risks, and to show how you are managing them.
- You should use National Programme 1 (NP1) if you extract or pack honey; grow or pack fruit, vegetables or other horticultural products; make sugar molasses, syrups or related products; sell tea, coffee, hot chocolate and packaged shelf stable food only; sell packaged ice creams, ice blocks or similar items only; store or transport food only.
- To check if your business fits under a NP1 use the My food rules tool. (<https://www.mpi.govt.nz/food-safety/food-act-2014/my-food-rules/>) or [www.mpi.govt.nz](http://www.mpi.govt.nz) > Food safety > Food Act 2014 > My food rules.

## What you need to do:

- Make an appointment to discuss your food operation and Food Act registration with the Waitaki District Council Environmental Health Officer.
- Register your food business with your local council. Waitaki District Council will require:
  1. Application for registration under Food Act 2014.  
[www.waitaki.govt.nz](http://www.waitaki.govt.nz) > A-Z Services > Forms and Applications > Food and other business application forms.
  2. Payment of the bi-annual registration fee of \$170.00.
  3. Scope of operations form. Print from My food rules tool (<https://www.mpi.govt.nz/food-safety/food-act-2014/my-food-rules/>) or [www.mpi.govt.nz](http://www.mpi.govt.nz) > Food safety > Food Act 2014 > My food rules.
  4. Verifier details. NP1 operators are verified by an independent agency. You will need to choose a verifier and ask them for confirmation that they will verify your business. Include this confirmation with your registration application. Details of verifiers in the Waitaki District can be found at (<https://www.mpi.govt.nz/food-safety/food-act-2014/national-programmes/steps-for-national-programme-1/>) or [www.mpi.govt.nz](http://www.mpi.govt.nz) > Food safety > Food Act 2014 > National programmes > Steps for National Programme 1.
- Download the Guidance tool for National Programme 1. Print from My food rules tool (<https://www.mpi.govt.nz/food-safety/food-act-2014/my-food-rules/>) or [www.mpi.govt.nz](http://www.mpi.govt.nz) > Food safety > Food Act 2014 > My food rules.

## What you need to show:

- Get checked. Your first verification must occur within 6 weeks of your registration. Contact your verifier to arrange a suitable time. How often you are checked will then depend on how successfully you are managing food safety. If there are no problems, you may only need to be verified once. You will pay the verifier directly for each visit.