

| Nyama Catering Method Statement  |                                                                                                                                                                                                                                                                                                                                                                           |
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| Activity                         | Method Statement                                                                                                                                                                                                                                                                                                                                                          |
| Food Preparation                 | All food is prepared at Nyama Catering's registered premises in accordance with current Food Hygiene Regulations and the company's HACCP procedures. Staff receive appropriate food safety training and follow documented food handling, storage and preparation procedures. Temperature monitoring and record keeping are maintained throughout the preparation process. |
| Packing & Loading                | Food and equipment are packed by trained staff under the supervision of senior personnel. Cold foods are transported in insulated containers with ice packs or refrigerated storage where required. Raw and ready-to-eat foods are kept separate to prevent cross-contamination. All equipment is inspected prior to loading.                                             |
| Transportation                   | Food, equipment and machinery are transported in company vehicles. All items are securely loaded and restrained to prevent movement during transit. Vehicles are maintained to ensure safe transportation of equipment and food products.                                                                                                                                 |
| Arrival on Site                  | Upon arrival, trained staff will unload all equipment using safe manual handling techniques. Equipment will be transported to the catering area using appropriate trolleys or wheeled equipment where required.                                                                                                                                                           |
| Site Set-Up                      | All catering equipment, gazebos, cooking stations and serving areas will be erected by trained staff. Equipment will be positioned to minimise trip hazards and ensure safe operation. Work areas will be maintained in a clean and organised condition throughout the event.                                                                                             |
| Gazebo & Shelter Installation    | Catering gazebos and shelters will be secured using suitable weights and anchoring systems. Structures will be monitored throughout the event and adjusted if weather conditions require.                                                                                                                                                                                 |
| Gas & Fuel Management            | Gas cylinders will be secured in an upright position and checked for leaks before use. Only trained staff will connect or disconnect gas equipment. Spare fuel and gas supplies will be stored safely away from public access areas.                                                                                                                                      |
| Cooking Operations               | All cooking will be carried out by trained catering staff. Food temperatures will be monitored and recorded throughout cooking, holding and service. Appropriate fire safety equipment will be available at all times.                                                                                                                                                    |
| Charcoal BBQ & Open Fire Cooking | Charcoal BBQs and live-fire cooking equipment will be supervised continuously whilst in operation. Fire extinguishers and fire blankets will be readily accessible. Hot surfaces and cooking areas will be restricted from public access wherever possible.                                                                                                               |
| Food Service                     | Food will be served by trained staff or presented as a supervised buffet service. Hot foods will be maintained above safe holding temperatures and cold foods below required temperatures. Allergen information will be available upon request.                                                                                                                           |
| Waste Management                 | All food waste, packaging and general waste will be collected and stored in suitable refuse bags. Waste will be removed from site and disposed of through approved waste management facilities.                                                                                                                                                                           |
| Breakdown & Loading              | Following service, all equipment will be cleaned where practical, dismantled safely and loaded into vehicles by trained staff. The catering area will be inspected to ensure no equipment, waste or hazards remain.                                                                                                                                                       |
| Return to Premises               | Upon return to the premises, equipment will be unloaded, cleaned, inspected and stored appropriately. Waste will be disposed of in designated waste containers.                                                                                                                                                                                                           |
| Prepared By                      | Werner Pretorius – Health & Safety Manager                                                                                                                                                                                                                                                                                                                                |