



Information about the hanse market 11th – 13th May 2007

Opening hours of the hanse market

Friday, 11th May 2007 11.00 h – 20.00 h
Saturday, 12th May 2007 11.00 h – 20.00 h
Sunday, 13th May 2007 11.00 h – 16.00 h

Contact:

For general questions please contact the **Hansekontor**, which is situated close to the hanse market in the town hall.

Phone 0049 – (0)2941 / 980-240

Email: kwl@hansetag-lippstadt.com

Construction of stands:

With the following construction and assembly times we would like to realise a frictionless time flow building up the hanse market stands.

The assembly of cities' own stands should happen ideally on Wednesday, but can aswell take place on Thursday. The setting of rented stands should occur on Thursday.

Contact person: Bernd Ahlke 0049 – (0)160 / 99284499

Wednesday, 9th May 2007	9.00 – 20.00 h	Assembly of own stands
Thursday, 10th May 2007	9.00 – 18.00 h	Setting of rented stands (Assembly of own stands)

Access / Delivery / Road blocking

During the Hanse Convention there is a road blocking at the Marktstreet and the Rathausstreet every day from 9.30 h until 21.30 h.

For the assembly and delivery of the hanse market the access is drivable on Thursday until 18 h and on Friday, Saturday and Sunday before 9.30 h or after 21.30 h.

For delivery in the mentioned times there is no permission necessary.



Parking

For the **operators of the hanse market** there are parking places on the Jahnplatz (Bückeburger Straße). For each city there will be **one** parking permit available in the Hansekontor.

Applied **refrigerator cars and vans** can use the parking place at the Woolworth in the Luchtenstreet. There will be available the necessary electricity supply. For this parking place you get accordant parking permits in the Hansekontor, if you have registered them in advance.

Electricity / Water

In case you have registered electricity there will be a simple electric connector in the stand. If you want to use the connector for different apparatus, please bring the necessary multiple plugs with you.

In case you ordered water supply there will be a water pipe until your stand (GK-clutch brazen or Gardener access).

In our rented stands there will be a water tap available. Further logistics in the stand you have to arrange by yourself.

Security

There will be an external security service at the whole area from Wednesday, 9th May until Sunday, 13th May 2007. Nevertheless it is recommended not to leave valuable objects overnight in the stand. The organiser excludes liability regarding burglary, damage and vandalism.

Ambulance

There is an ambulance during the whole Hanse Convention on the area.

Hygiene factors at food distribution

We ask you to read carefully the hygiene factors regarding the food distribution and to follow the mentioned arrangements.

Disassembly

The disassembly of stands can start after the closing ceremony on Sunday, 13th May. It can be continued on Monday, 14th May but should be finished until 18 h.



Legal advice on hygiene for stands, where food is produced or handled

Enclosed stand

The stand must be weather-proof on all sides, with an opening merely for vending purposes (e.g. gazebo with side panels)

Germ protection

The stand is designed so that the consumer can't touch or damage the produce in anyway (with the exception of fresh fruit and vegetables). Perspex panes of glass, cake covers etc, can be used to protect the produce from germs.

Sink and hand basin

A sink and the facility to wash hands is to be made available, if unpackaged food, or perishables are produced, handled or sold.

The sink must be equipped with running hot and cold drinking water, and a hygienic water disposal system.

The hand basin must be equipped with running hot and cold drinking water, a hygienic water disposal system, hand wash in a dispenser, and paper towels.

Personal hygiene which will help to prevent the contamination of food produce

Persons handling and circulating food are to wear protective clothing (e.g. pinafore, overall, T-Shirt with apron etc) which can be easily washed (recommended: light colour). A change of clothing must be provided.

Long hair must be tied back.

Before starting work, all rings and watches etc must be removed.

Hands must be thoroughly washed and disinfected, before starting work, after cleaning, after touching dirty objects, before commencing with a different activity and above all after using the toilet.

Hands must be washed and disinfected after handling raw poultry, meat and fish, as well as raw vegetable produce.

Never cough or sneeze over food produce.

Cover small, clean wounds on hands and arms with waterproof plasters.



Persons suffering from sickness and diarrhoea illnesses are forbidden from handling food.

Refrigeration

Sufficient refrigeration at the stand is required for perishable goods, i.e. in a refrigerated vehicle.

Mincemeat regulation

Shaslik kebabs fall under the mincemeat regulation and have to be delivered pre-cooked or pickled (5% acidification)

The production and sale of raw mincemeat and meat commodities, as well as products containing raw egg, is not permitted.

Doner kebabs are permitted, if they are placed on the doner grill when frozen. It is not permitted to produce and freeze your own doner kebabs.

Other

It is permitted to offer products of little hygiene risk, such as biscuits etc, on the info stands as long as they are stored in closed containers (e.g. tins). Canapés and cream cakes are not to be offered at the open stands

Smoking ban

Smoking is not permitted on the stands

Waste disposal

Food leftovers are to be collected in clean, sealable bins, and disposed of in the proper way.