



Food Hygiene Rating Scheme: Request for a re-visit

**WATFORD
BOROUGH
COUNCIL**

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 if you have taken action to rectify the non-compliances identified at the time of inspection.
- You can make a request for a re-visit per at any time after the statutory inspection provided that you have made the required improvements.
- There is a fee of £240 per re-visit which must be paid before the visit can take place.
- You must provide details of the improvements made with your request, including supporting evidence where appropriate.
- If the local authority considers that you have provided sufficient evidence that the required improvements have been made, the local authority will make an unannounced visit.
- This will take place within three months of the request being received and accepted. Where required improvements relate to confidence in management or control procedures, the re-rating will not take place until at least two months have elapsed from the date of the original inspection, in order to establish that the improvements are fully implemented and sustained.
- The local authority 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 revisit, please use complete this form and send it and any supporting information to housingandwellbeing@watford.gov.uk
- If your request is accepted, you will be contacted to make payment.

Business details

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 local authority 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

Position

Date

DATA PROTECTION – Keeping your personal information safe

Any data that you provide will be stored and processed by Watford Borough Council or its appointed agents in accordance with the law.

Information collected may be shared with other Council departments and/or organisations the Council works with who assist us in the performance of our functions. It may also be shared with outside organisations such as the Police, DWP, and County Council, to prevent and detect crime. It may be shared with insurance companies and bodies responsible for auditing or administering public funds for the prevention and detection of fraud.

Further information on the Council's obligations to safeguard your personal information and your rights on accessing data held about you can be found on the Council's website at:

<https://www.watford.gov.uk/privacynotice> and <https://www.watford.gov.uk/ehlprivacynotice> or by telephoning 01923 278000