

## THETIS ISLAND COMMUNITY ASSOCIATION

### TERMS OF REFERENCE: FORBES HALL FOOD SERVICES GROUP

#### PURPOSE:

1. To be a unifying force that enriches the life of our community by providing a welcoming space at Forbes Hall for the preparation and sharing of food.
2. To encourage involvement in food preparation and sharing from the broadest spectrum of users.
3. To oversee the safe operation of the food preparation, serving and eating areas in the Hall.

#### FUNCTION:

1. To develop and promote knowledge of the Protocols governing the use of the kitchen, beverage station and serving areas.
2. To require of all users that food preparation persons have the appropriate current FOODSAFE Level 1 or FOODSAFE Level 1 Refresher certification and operate the kitchen in accordance with government regulations.
3. To have two members of the Group certified with FOODSAFE Level 2.
4. To ensure that the entire food preparation and serving areas are operated in accordance with the Protocols.
5. To provide a fully functioning kitchen with complete serving and eating equipment and ensure that all the kitchen items are in good working order.
6. To maintain liaison with every group or organization that regularly uses the kitchen and beverage station.
7. To oversee the education of users for the safe operating of all kitchen and beverage station equipment.

#### ACCOUNTABILITY:

The Group is accountable to the membership through the executive of TICA.

#### MEMBERSHIP:

1. All members of the group must be members of TICA.
2. The Group is responsible for keeping the activities of the group within its terms of reference.
3. At least one member of the group will oversee the organization and good running of the kitchen and beverage station and be the contact person for regular user groups.

#### TERM:

The group is a standing committee.

REVIEW:

These terms of reference will be reviewed by the Executive of TICA once a year.

Adopted by the Executive on 12 July 2021