

SCOPE OF OPERATIONS FOR NP1 BUSINESSES

What does 'Scope of Operations' mean?

The term 'Scope of Operations' is used to describe the activities of your food business and also includes:

- the sector(s) a food business operates under the Food Act 2014,
- what products a food business makes and/or sells,
- how products are sourced and/or supplied,
- how products are processed, if applicable, and
- how products are sold.

Why do I need to complete a 'Scope of Operations'?

If you are operating a food business you need to tell your local council or Ministry for Primary Industries (MPI) exactly what your business does.

What do I need to do?

Complete this form and submit it with your application for registration to your local council or MPI.



Trading Operations

How do you source and supply your products / services?

Tick all the trading operations that your business is involved in.

Caterer

Provides food, supplies and services for a social occasion or function or within an education or other facility.

Eat-in premises

Examples: Restaurant, café, residential care early childhood education (ECE) centres and kōhanga reo.

Export

Home delivery

Examples: Pizza delivery, meals-on-wheels and grocery delivery.

Import

Either as a registered food importer or through an agent who is a registered importer.

Internet

On-line selling of food products.

Market

Example: Stall at farmers' or other market.

Mobile

Example: Food truck.

On-licence

Eat-in premises that sell alcohol for consumption at the same location.

Retail

Examples: Supermarket, dairy or other premises selling direct to the consumer.

Storage provider

Examples: Cold stores and warehouses.

Takeaway

Ready-to-eat meals sold for immediate consumption at another location.

Transport provider

Ambient or temperature-controlled transport.

Wholesale

Premises selling to other businesses.

Activities and products

Tick all the activities your business does, and the products you make and sell.

Do you:

Sell hot beverages and / or shelf-stable pre-packed food?

35 Food which does not require chilling or freezing.

Hot beverage

10 Examples: Coffee, tea and cocoa.

Packaged food (shelf-stable products)

20 In manufacturers' packaging.

Sell ice cream and iced confectionery?

36 (In manufacturers' packaging).

Ice Cream

10

Iced confectionery

20 Examples: Ice blocks, frozen yoghurt

Manufacture / make sugar or related products?

34

Sugar

10 Raw, brown, white and caster sugar.

Sugar products

20 Examples: Syrups (glucose), molasses, golden syrup and treacle.

Grow and / or pack food?

33

Herbs & spices

20 Fresh herbs & spices, cut or planted.

Mushrooms

40 Mushrooms and fungi.

Minimally processed fruits & vegetables

10 Minimal processing – is limited to rinsing, trimming, shelling, waxing and packing. Excludes sprouts and microgreens.

Nuts, seeds & grains

30

Sprouts & microgreens

50

Transport and distribute or warehouse food?

37

Bulk food

40 Bulk food in a container for transport.

Frozen food

10

Hot food

Chilled food

20

50

Shelf-stable food

30

Extract and pack honey?