Temporary Food Establishment Quick Reference Checklist

Post a copy of this checklist in your food booth and use it to ensure that you are ready for inspection by the time specified on your permit application. Failure to set-up properly may result in denial of the health permit to operate or limiting the types of foods that may be served.

_____ A person in charge must always be available at the booth while in operation.

_____ All foods must be obtained from approved sources and prepared at the booth the day of the event OR in a permitted food establishment.
   ➢ **DO NOT STORE/PREPARE FOOD AT HOME.**
   ➢ Receipts must be provided upon our request.

_____ A readily accessible (<10’ away) hand wash station is required at each booth. This includes a portable sink or gravity fed hot water (90-110°F) dispenser (minimum 5 gal supply & preferably hands-free), dispensing liquid soap and disposable paper towels, a trash can and waste water catch container.
   ➢ There shall be NO bare hand contact with any ready-to-eat foods.
   ➢ Glove use and hand sanitizers DO NOT substitute for hand washing.
   ➢ Hand wash often!

_____ Foods at proper temperature. A calibrated metal stem (scaled 0-220°F) or digital thermometer must be on site to check food temperatures often.
   ➢ Cold holding = 41°F or colder.
   ➢ Hot holding = 135°F or hotter.
   ➢ See chart for cooking temperatures.
   ➢ Thawing can be done in a cooler (keeping the food at or below 41°F) or as part of the cooking process. **You are not allowed to leave food outside to thaw.**

_____ Sanitizer bucket with wiping cloths must be provided (for sanitizing your food contact surfaces) at all times. Test strips must be available to test sanitizer concentration.
   ➢ Bleach solution = 50-100ppm.
   ➢ Quaternary ammonia “Quat” = 200ppm or per manufacturer’s recommendation.

_____ Avoid contamination of food, equipment and single-service items.
   ➢ Store them 6” off the ground.
   ➢ Provide overhead protection where applicable.
   ➢ Use separate utensils for raw animal product and cooked/ready-to-eat products.
   ➢ Switch out or wash-rinse-sanitize utensils every four (4) hours.
   ➢ Store drinks, personal items and chemicals away from food and food contact surfaces.
   ➢ Exclude children, animals and ill workers from the food booth.
   ➢ No eating or smoking in the food area.

_____ 35 foot-candles of light required.

_____ Dispose of solid & liquid waste properly as needed.
   ➢ Wastewater must be disposed into an approved sewer or holding tank.

_____ Depending on the type of foodservice, required signage may include:
   ➢ Appropriate health warning signage for drinking while pregnant must be posted if serving liquor.
   ➢ A consumer advisory must be posted if serving raw or undercooked animal product.
   ➢ A clean plate sign must be posted at buffets.

For the complete section of regulations, see Chapter 15 - Special Events & Temporary Food Establishments of the SNHD 2010 Regulations Governing the Sanitation of Food Establishments. If you have any questions, call (702) 759-1110.