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A FOOD SAFETY BOOKLET

**GUIDELINES FOR OPERATING A TEMPORARY
FOOD SERVICE**



Bemidji Area Indian Health Service
Division of Environmental Health Services
Bemidji, Minnesota

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1. Topic Definitions

Mobile Unit: An enclosed trailer, van, pushcart, recreation vehicle or similar enclosed mobile facility that is transported from site to site for the purpose of dispensing food to the public.

Mobile Food Establishment: Any mobile unit in which food or drink is prepared for sale or for *service to the public, with or without charge*.

Potentially Hazardous Food: An animal food that is raw or heat treated; a food of plant origin that is heat-treated or consists of raw seed sprouts, cut melons, or garlic-in-oil mixtures capable of supporting growth of infections or toxigenic micro-organisms. Examples include hamburgers, hotdogs, chicken, cheese, custard, cooked rice, cut melons, etc.

Temporary Food Service: A temporary food service is a food establishment that operates at a fixed location in conjunction with a single event, such as a powwow, fair, carnival, or other celebration.

2. Your Role in Food Safety

To ensure you and your customers enjoy the event; food safety is of the utmost importance. By serving food, you are promising the food is at the proper temperature, prepared with sanitation, labeled for allergens and employees have utilized proper hygiene. There is a mutual agreement between the vendor and customers about food safety. Foodborne illnesses are very common, but preventable. When you serve food to customers, you are claiming responsibility for their health. This booklet is a food safety reference and contains recommendations and best practices for the sale of food at a temporary food stand. The Public Health Official at the event can address any questions regarding the following recommendations. Additional resources can be found on page 19 of the booklet.

3. Food Stand Construction Requirements

Location: No food stand may be located within 100 feet of an area where animals are housed. It is important to remember to keep animals and food separated. Animal waste should not run off or drain towards food areas. Live animals must be excluded from the operational area of the food service stand.

Cooking/Serving Areas: All cooking and serving areas shall be protected from contamination. Cooking and grill areas shall be effectively segregated from the public, by roping or taping off the area, or otherwise restricting the access.

Roof and Enclosure: Each food stand should have a canopy or other overhead protection made of wood, canvas, or other approved material that protects the interior of the stand from splash, dust, and inclement weather. Tent structures are to be enclosed on three sides to control flying insects.

Floors: Each facility should have a floor constructed of concrete, asphalt, vinyl or sealed wood. Dirt or gravel is acceptable only if covered by suitable materials that are effective in controlling dust and mud. Materials are to be slip resistant. Floors shall be maintained in sanitary condition.

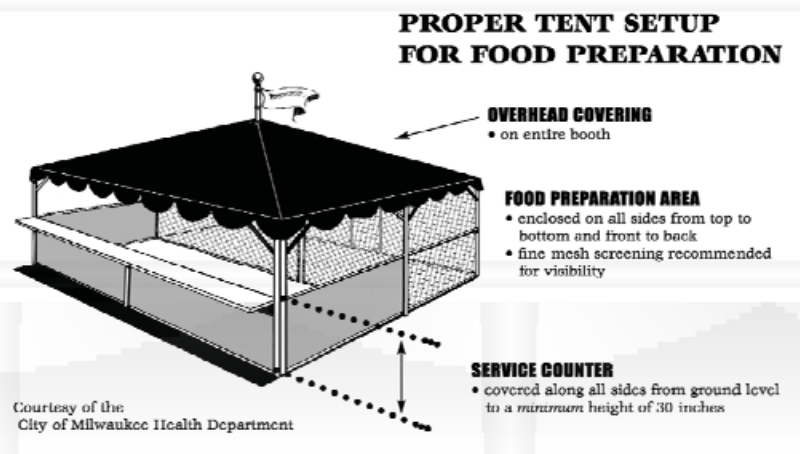
Cooking Devices: Cooking on stoves should be performed towards the rear of the food booth. Deep fat fryers, grills, and griddles must be kept at least 3-feet from any combustible material and separated from the public for safety.

Fire extinguishers: Fire extinguishers must be made available to food stands (2A, 10 B C rating). If using a commercial grade deep fat-fryer, a K extinguisher is recommended.

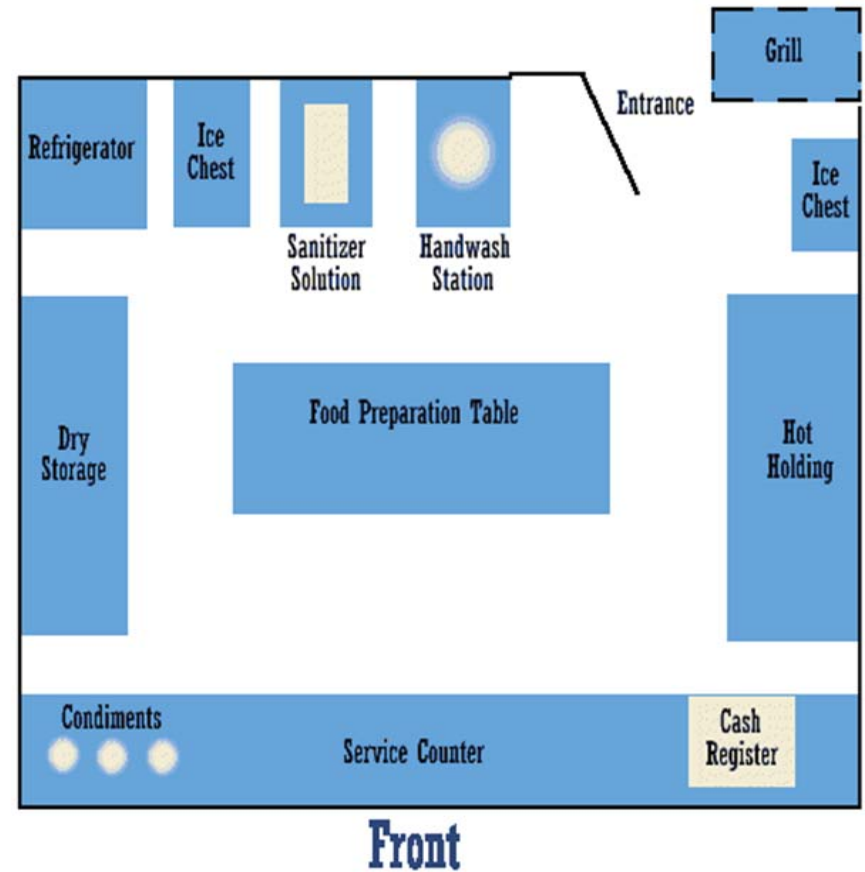
Garbage Containers: Non-absorbent, easily cleanable garbage containers should be provided both inside and outside of each vendor site. An adequate number of containers must be provided to avoid over-accumulation of refuse.

Lighting: Adequate lighting must be provided. Light bulbs shall be shielded, coated, or otherwise shatter-resistant in areas where there is exposed food, clean equipment and utensils, or unwrapped single-service and single-use items.

See below for an example of proper tent setup for food preparation areas. See page 6 for an example of proper food stand setup.



Proper Food Stand Setup:



4. Mobile Unit Design Requirements

Safe Water: The water system shall be of sufficient capacity to supply enough hot and cold water for preparation, utensil cleaning and handwashing. The water supply system hoses, piping, and apparatuses must be constructed with approved food contact materials. The system must be installed to prevent the backflow of contaminants into the potable water supply. All hose and other connection to the potable water supply shall be maintained a minimum of 6-inches above the ground. The water supply system must be adequately flushed and disinfected prior to use.

Adequate Wastewater Facilities: Water generated by the operation of the mobile unit shall be stored in a permanently installed retention tank that is at least 15 percent larger than the potable water supply tank.

Handwashing Sink: Should have hot and cold running water, hand soap and paper towels must be provided in each mobile food unit.

Water Heaters: Provide sufficient amount of hot water to hand sinks and utensil washing facilities shall be equipped in mobile units.

Plumbed Three-Compartment Sink with Drain Board: This is required for all mobile units serving potentially hazardous foods. Units must be cleaning and sanitizing food utensils and equipment.

Mechanical Ventilation: Consisting of a metal hood with removable metal grease collecting filters (Type 1 hood) shall be provided over all cooking equipment producing smoke, steam or grease vapors.

Completely Enclosed: Mobile units shall be completely enclosed. Protective screens or movable windows shall be provided for customer service windows and openings.

Nonabsorbent, Smooth and Easily Cleanable Materials: Floor, walls, and ceiling in the mobile food service establishment must be covered with materials that are nonabsorbent, smooth and easily cleanable.

Lighting: Lighting within the mobile unit shall be shielded to protect against broken glass contaminating the food or food contact surfaces.

5. Food Requirements- General

Source: All foods must be from approved sources that comply with law. All meat and poultry should come from USDA or other acceptable government regulated approved sources. Home-canned foods or home processed meats and poultry (wild game) are *not allowed*. **Food prepared at home is not allowed.**

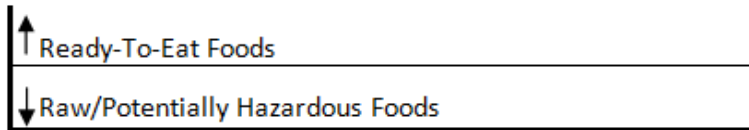
Cooking: All parts of potentially hazardous foods must reach the required internal temperature found in the Food and Drug Administration Food Code (FDA). For example, poultry and stuffed meats must reach 165°F, ground meats including hamburgers and brats, 155°F; and other potentially hazardous foods, 145°F. A table with required cooking temperatures and times is provided on page 11.

Cream pastries and pies, custards and salads: Potentially hazardous foods, such as cream-filled pastries and pies, custards, salads such as potato, chicken, ham, crab, and egg, *shall not* be served by temporary food stands unless reliable mechanical refrigeration is present.

Dry Storage: All food, equipment, utensils, and single service items shall be stored in a clean, dry location at least 6-inches above the floor/ground on pallets or shelving, and protected from contamination.

Wet Storage: Unpackaged food may not be stored in direct contact with ice. Packaged food may be stored in ice or water if the food is enclosed to prevent saturation. Wet storage of canned or bottled non-hazardous beverages is acceptable when the water is clean. A small amount of bleach (about a ¼ of a cap full) should be added to the ice melt water. At least 10 ppm of available chlorine should be present in the ice melt water.

Cold Storage: Potentially hazardous foods shall be kept at 41°F or lower. A refrigerator or an ice chest may be used to store potentially hazardous foods, provided that the ice is adequately supplied and distributed to ensure proper temperatures. An acceptable ice chest for use in food storage must be hard sided, insulated and cleanable. Styrofoam coolers *are not acceptable* for the storage of food. Store all potentially hazardous raw foods below ready-to-eat foods. If using an ice chest, store raw product in a separate cooler from ready-to-eat foods.



Hot Holding: Potentially hazardous foods shall be kept at 135°F or above. Only NSF-approved hot holding equipment is to be used. Examples include Nesco roasters, pizza ovens, and steam tables.



Reheating: Foods should be rapidly reheated from 41°F and 165°F; foods must reach 165°F in less than 2 hours. Steam tables and crock-pots *may not be used* to reheat potentially hazardous food.

Date Marking: Ready-to-eat potentially hazardous food stored for more than 24 hours must be labeled with the date of preparation and used or discarded within 7 days.

Thawing: Frozen foods may not be thawed at outdoor temperatures. Foods must be thawed either in refrigeration units that maintain food temperatures at 41°F or less, completely submerged under running water at a temperature of 70°F or below, or as part of the cooking process.

Food Display: All food shall be protected from customer handling, coughing, sneezing or other contamination by wrapping, the use of sneeze guards or other effective barriers. Except for working containers, open or uncovered containers of food should not be permitted.

Condiment Dispensing: Condiments (i.e. sugar, cream, relish, onions, pickles, mustard, ketchup, etc.) must be dispensed in a single service type packaging, in pump-style dispensers, or in protected bottles, shakers, or similar dispensers that prevent contamination of food items by food workers, customers, or other sources.

Discard: Foods held at or above 135°F should be discarded at the end of the day.

6. Meat and Poultry

Hamburgers and Poultry: Hamburgers and poultry must be provided in ready to cook portions. Hamburgers must come in preformed patties separated by clean paper or other wrapping materials. Poultry must be precut into individual portions.

Game Animals: Wild game animals should not be served to the general public. All meat and poultry should come from USDA or other acceptable government regulated approved sources. Vendors should provide proof that the game animals or foods were processed by a USDA approved butcher or processor. Examples of wild game animals are venison, moose, walleye, etc. *The tribe or appropriate local authority may choose to exempt these requirements for traditional reasons.*

Cooking Temperatures

165°F for 15 seconds—poultry; stuffing containing fish, meat or poultry; stuffed fish, meat, pasta, or poultry;

155°F for 15 seconds—pooled raw eggs; ground meats: hamburgers; fish cakes & sticks; pork;

145°F for 15 seconds—raw shell eggs that are broken and prepared in response to a consumer’s order and for immediate service; whole muscle: fish; meat and pork.

Remember: Always check temperatures when cooking foods!



7. Person In Charge

Access: Unauthorized access to the food preparation area should be prohibited. Only food service workers should be present in the facility.

Worker Age: Temporary food establishment workers must be at least 15 years old.

Demonstration of Knowledge: There shall be a designated person in charge at all times when the food stand is operating. The person in charge shall demonstrate knowledge of foodborne disease prevention as it relates to their specific food processes and general food code requirements.

Food Handler’s Training: It is recommended that temporary food service workers attend food handler’s training provided by the Tribe, Indian Health Service, State or local health department.

8. Water Supplies

Approved Source: Water shall be from an approved potable source. An adequate supply of hot and cold water for food preparation, utensil washing and handwashing must be provided.

Water Containers: Food stands without water under pressure shall store the water in food grade containers. These containers should be easily cleanable, have tight fitting covers, and be able to provide at least 20 gallons of potable water to the stand each day. Containers must be cleaned and sanitized in an appropriate manner each day prior to food handling and preparation.

Water Hoses: All water hoses used for potable water shall be constructed of food grade material, such as clear plastic or of nontoxic materials approved by the NSF. Water hoses must be handled in a sanitary manner and elevated off the ground to prevent contamination.

Backflow/Backsiphonage Protection: An approved backflow or backsiphonage prevention device shall protect water supplies connected to hoses.

9. Utensils and Equipment

Utensil Use: Equipment and utensils (including knives, cutting boards, and food storage containers) must be thoroughly cleaned and sanitized after being used for raw animal foods and before being used for ready-to-eat food.

Construction: All equipment and utensils shall be NSF food grade approved, smooth, durable, and easy to clean.

Cooking Devices: Barrels and other containers that previously stored toxic products shall not be used as a food storage container or cooking

Single-Service Utensils

Storage: All single-service utensils should be stored in the original closed container or effectively protected from dust, insects or other contamination. All utensils should be stored a minimum of 6-inches off of the floor.

Dispensing: Single-service items such as straws, knives, forks, spoons, toothpicks, etc., unless dispensed by a food stand worker, shall be displayed and dispensed in a manner that prevents contamination.

Thermometers

Refrigerators: Each cold storage unit for potentially hazardous food shall have a visible thermometer to accurately measure the air temperature of the unit. Refrigerators and ice chests must be able to hold potentially hazardous foods at or below 41°F.

Thermometers: An accurate metal stem thermometer must be provided for checking internal temperatures of cold and hot potentially hazardous foods. In addition, an accurate and visible thermometer must be located in each refrigeration unit.

10. Handwashing

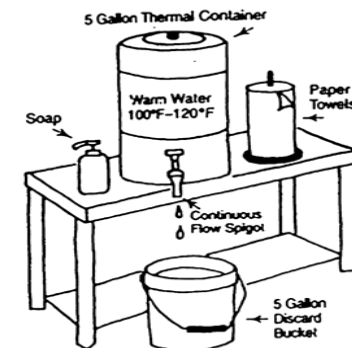
Soap and Disposable Towels: Handwash facilities must be located in all temporary food stands where there is direct handling and/or prepa-

Frequency: Hands and exposed portions of arms must be washed:

- ◆ before preparing and serving food
- ◆ after eating, using tobacco or after performing any other activity that may dirty hands
- ◆ after handling raw meat
- ◆ after coughing, sneezing or using a tissue
- ◆ after using the toilet

Required Facilities: Potable hot and cold running water under pressure with suitable hand cleaner, dispensed paper towels, and a waste receptacle should be provided. Minimum requirements should include: a 5-gallon insulated container with a spigot which can be turned on to allow potable, clean, warm water to flow over one's hands into a waste receiving bucket or equal or larger volume; suitable hand cleaner; dispensed paper towels; and a waste receptacle.

Hand Sanitizers: Hand sanitizers may only be applied to hands that have been thoroughly washed. Hand sanitizers are not an acceptable substitution for handwashing.



No Bare Hand Contact with Ready-to-Eat Foods: Food employees may not contact ready-to-eat food with their bare hands. Food employees shall use utensils, deli tissue, spatulas, tongs, single-use gloves, etc. when handling ready-to-eat food.

11. Personal Hygiene

Health: No person who has any disease, in a communicable form or as a carrier of such a disease, shall work in any temporary food service.

Hygiene: Food preparation employees shall have clean outer garments, effectively restrained hair, maintain a high degree of personal cleanliness and conform to good hygienic practices.

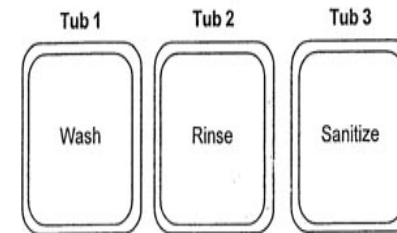
Eating, drinking and tobacco use: Areas designated for employees to eat, drink, and use tobacco shall be located so that food, equipment, utensils, etc., are protected from contamination. Food stand workers shall wash their hands immediately after eating or using tobacco products.

12. Cleaning and Sanitizing

Required Sinks: Three clean 5-gallon containers shall be used for ware washing at all temporary food stands, unless NSF grade three-compartment sinks are already installed. These containers should be large enough for complete immersion of all utensils and not used for food preparation. All utensils and surfaces must be sanitized a minimum of every four hours or as needed to ensure they do not contaminate the food products being prepared or served. Adequate space for air drying of food equipment and utensils must be provided.

Cleaning Procedure: Utensils and equipment must be washed after each use in the following manner: 1) pre-wash (scrape and soak), 2) wash in dish washing detergent, 3) rinse in clean water, 4) sanitize with chlorine bleach or other approved sanitizer (100 ppm chlorine solution; approximately 1 Tablespoon per gallon of water) for 10 seconds, and 5) air-dry.

Example setup for dishwashing procedures:



Wiping Cloths: Cloths used for wiping food spills should be used for no other purpose. Wet cloths must be stored in a chemical sanitizer at concentrations specified by the manufacturer. Dry cloths must be free of food debris and soil.

Chemical Test Papers: Chemical test papers, such as chlorine, quaternary ammonium, or iodine, should be available to check concentrations of chosen sanitizer.

13. Ice Handling/Storage

Drink Ice: All ice intended for human consumption shall not be used for any other purpose and shall be from an approved source.

Dispensing: Ice for human consumption shall be stored in a self-draining approved container. Containers of drink ice shall be covered when ice is not immediately dispensed. Melted water shall be disposed in a location that does not create a nuisance or hazard.

14. Toxic or Poisonous Products

Use: Only chemicals necessary for food service operation should be used or provided.

Labeling: Poisonous or toxic materials shall be properly labeled and stored so they cannot contaminate food, equipment, utensils, and single-



15. Wastewater, Grease and Garbage Disposal

Wastewater Storage/Disposal: Liquid waste shall be emptied into an approved sewage collection system when such system is available (sewer, lagoon, etc.). When an approved sewer is not available, liquid waste must be stored in a sealed container. Liquid disposal shall be at a location that will not create a fly, odor, and hazard or nuisance problem.

Grease Disposal: Grease must be disposed of in a grease disposal unit if one is available. If none is available, then the grease should be collected in an appropriate can (coffee or other aluminum) and allowed to cool and solidify and then disposed of in the normal solid waste dumpster or bin.

Garbage and Refuse

Storage: Garbage and recyclables shall be kept in durable or disposable insect-proof containers. Containers used in food protection areas and utensil washing areas shall be kept covered.

Removal: Garbage and refuse shall be routinely removed from the immediate area around the food booth to prevent the attraction of flies and the creation of odor and nuisance problems.

16. Food Stand Checklist

Necessary Supplies:

- Food Thermometer (page 13)
- Ware washing system (p. 16)
 - Dish washing detergent (p. 15)
 - 3 washing bins (p.15)
 - Bleach Solution (p. 15)
 - Cleaning cloths (p. 15)
- Handwashing station (p. 14)
 - Hand soap (p. 14)
 - Paper towels (p. 14)
 - Catch basin/bucket (p. 14)
 - 5 gallon container with spigot (p. 14)
- Bucket for sanitizing solution (p. 16)
- Hair net or baseball cap
- Single-use gloves
- Garbage cans with covers (p. 17)
- At least 20 gallons of clean water for dish-washing, cooking and handwashing (p. 12)
- Cooler for food storage 2/3 ice (no Styrofoam)

Additional Recommended Supplies:

- Cooking utensils (spatulas, tongs, knives, etc.)
- Single-service utensils (straws, forks, knives, spoons, toothpicks, etc.)
- Refrigerator (replaces or compliments coolers)
- Food storage containers
- Single-serve cups, bowls, or plates
- Scrub brushes, dish cloths
- Fingernail brush (handwashing)



17. Additional Resources

If you would like to learn more about food safety, the following government resources are available online:

- U.S Department of Health and Human Services
<https://www.foodsafety.gov/>
- Center for Disease Control and Prevention
<https://www.cdc.gov/foodsafety/>
- U.S. Department of Agriculture
<https://www.usda.gov/topics/health-and-safety>
- Indian Health Service Food Handler Online Training (Free)
<https://www.ihs.gov/foodhandler/>



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