

SPECIAL EVENT FOOD HANDLING GUIDELINES

1. A PERSON-IN-CHARGE(PIC) MUST DEMONSTRATE KNOWLEDGE:

- A PIC must be present and have knowledge of the Regulations
- All persons with symptoms/diagnosis of food borne illness must report to the PIC
- A Food Safety Certified Person is required **ONLY** at operations that exceed **7 days**

2. ALL FOOD MUST BE FROM AN APPROVED, COMMERCIALY LICENSED SOURCE:

- Compliance status will be confirmed for all sources, meaning no risk factors observed at last inspection

3. WATER & ICE MUST BE APPROVED & PROTECTED FROM CONTAMINATION:

- Connection to fire hydrants for food prep and hand washing purposes are **prohibited**
- Store water in clean, covered containers with dispensing spouts. Containers shall not leak or drip.
- Purchase ice from an approved source. Keep consumable ice in original packaging with the label.
- Store ice in clean, nonporous, approved containers. Provide food grade liners for Styrofoam coolers.
- Dispense ice with a scoop having a handle. Scoops may be stored in the ice with the handle up or outside the ice on a clean surface.
- Ice used for food storage must not be used as drink ice or consumable ice

4. FOOD HANDLERS MUST HAVE GOOD HYGIENIC PRACTICES:

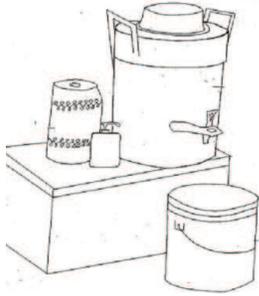
- Food handlers may **NOT** eat, drink, or use tobacco while handling food
- Individuals with persistent sneezing, coughing or runny nose may not work with exposed food
- Suitable hair coverings should be worn during food handling
- No **bare hand** contact on **ready to eat** foods. Gloves or utensils must be used.

5. ALL FOOD MUST BE PROTECTED FROM CONTAMINATION:

- Unwrapped, displayed food requires approved covers or sneeze guards
- Self-service condiments must be dispensed from a closed containment system or in prepackaged single serve portions
- The reuse of original food packaging for food storage is not permitted
- Store food, food containers & service items 6 inches above the ground
- All equipment must be clean when it arrives at the event
- Provide extra utensils to be replaced after four hours of operation
- Longer than one day events may require a pre-approved cleaning site
- Cleaned and prepare all fruits and vegetables at an **approved facility prior** to event

6. FOOD HANDLERS MUST WASH THEIR HANDS:

- All facilities handling open food must provide warm (min 100°F) running water
- Food handlers must clean their hands prior to food handling activities and donning gloves
- Wipes may **NOT** be used in place of hand washing unless all food is pre-packaged
- **An approved hand washing station includes: a dispenser with stay-on spigot, warm water (100°F), soap, single use paper towels, a waste water container, hand washing sign and a solid waste receptacle**



7. FOODS MUST BE COOKED TO THE PROPER TEMPERATURE:

- Raw meat & seafood shall be cooked to heat all parts to the proper temperature
- An approved thermometer must be used to monitor proper cooking temperatures

8. RAW AND/OR UNDERCOOKED SPECIALTY DISHES MUST BE PRE-APPROVED BY THE HEALTH DEPARTMENT. THESE ASSESSMENTS ARE CONDUCTED ON AN INDIVIDUAL BASIS.

9. FOODS MUST BE PROPERLY COOLED:

- Hot food prep and cooling must be identified on the menu and pre-approved. Hot foods prepared in advance must be properly cooled in shallow pans. Transport food at the proper temperature and reheat rapidly onsite for hot holding or service

Foods made with ingredients at room temperature, such as **cold sandwiches or salsas, must be properly cooled and stored at 41° F or below**

10. FOODS MUST BE PROPERLY REHEATED TO 165° F:

- Food that is cooked, cooled, and reheated shall be reheated so that all parts of the food reach a temperature of at least 165° F for 15 seconds
- All cooking units shall be capable of cooking foods to their proper temp and hot holding units must be capable of holding foods at 135° F or above
- **Chafing dishes with Sternos may NOT be used for reheating**

11. FOODS MUST BE KEPT OUT OF THE DANGER ZONE (41° F TO 135° F):

- All foods requiring temperature control must be transported at below 41° F or above 135° F. Such foods must be delivered in insulated containers, mechanical refrigeration or hot holding equipment designed to maintain food temperatures.
- **Out of temperature foods are subject to immediate disposal and may prevent participation in the event**
- Food or drinks, whose packaging is impermeable to water (hermetically sealed cans or bottles), may be stored in ice. Ice storage containers must have a drain.
- **Store cut melons, tomatoes, & leafy greens at 41° F or below. These items CANNOT be cut at an event or temporary facility.**

12. AN ENCLOSURE IS REQUIRED:

- Overhead protection is required in storage, prep, cooking, grilling and serving areas
- Enclosure materials must meet Fire Code Requirements
- Floor protection is required to prevent contamination where soil is present
- Operations that include oil must have an approved floor surface to prevent soiling

13. ALL EQUIPMENT MUST BE CLEAN, SAFE & IN GOOD REPAIR:

- Visibly soiled containers and equipment may **NOT** be approved for use at the event
- The use of industrial drums for grilling is not permitted

- All cooking, heating, and hot-holding equipment must not be accessible to the public

14. WASTE PRODUCTS MUST BE DISPOSED IN AN APPROVED MANNER:

- All cooking oil waste should be removed and recycled in an approved manner
- Each facility must collect all waste water (hand washing) and dispose of it in a sanitary outlet (not on the ground or storm drain)