

Temporary Food Service Application Packet

What is a temporary food service operation?

■ A temporary food service operation is defined as a food establishment that operates for a period of no more than 14 consecutive days in conjunction with a single event or celebration. Temporary Food Establishments must obtain a permit from the City of Oak Point -- applying no later than 10 business days prior to the event or celebration. The permit fee is \$100 for each event of celebration sought. Other permits may be required such as a Special Event Permit or a Plumbing or Electrical permit from Building Inspections.

When do I need a temporary food service operation permit?

■ If food is offered to the public, whether give-away or for a fee, you will need a permit.

How many temporary food service permits can I get each year?

■ A permit is required for each event. There is currently not a limit on the number of permits you can apply for per year.

When do I have to submit the application and fee?

■ **The application and supporting documentation must be received 10 business days before the event takes place.** This allows time to review applications and to schedule inspections, where applicable, for the date(s) of the temporary food service operation.

Food Safety Requirements

Person-In-Charge Responsibility

The Person-In-Charge (PIC) is directly responsible for the safe and sanitary operation of the temporary food service operation to protect public health. You are responsible for complying with all applicable food service requirements and for training your support staff/volunteers.

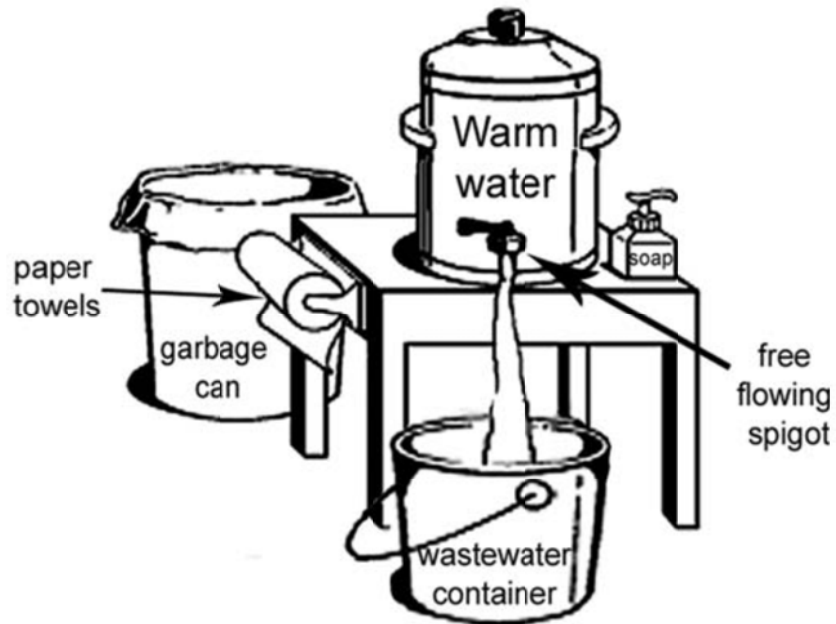
The PIC must be able to identify the seven major food allergens and any foods they sell/serve that contain the allergens. The major food allergens are: milk, egg, fish (including crustaceans), tree nuts, wheat, peanuts, & soybeans.

The inspecting health official will “test” your knowledge of food safety, focusing on items in this packet. As the PIC, you should be capable of answering questions about the rules, requirements, and temperatures in this packet. If the health official determines during the inspection that the PIC is not knowledgeable of the food safety rules or presents a danger to public health, the license may be suspended or revoked.

Hand Washing

A temporary hand washing station must be provided. An example is shown below.

Flowing warm water must be provided. There are no exceptions. We suggest that you use a coffee urn to heat water. Once heated, pour the hot water from the coffee urn into a large Igloo-type cooler and add cool water to achieve warm water near 100°F. As soon as food workers enter the booth, they **must** wash their hands. Hand soap and paper towels must be provided at the hand wash station. You may not use cloth towels for hand drying. Hand sanitizer is not a substitute for hand washing. You may only use hand sanitizer **after** washing your hands. The hand wash station should be labeled “Hand Wash Only.”



Warewashing

A temporary warewashing station must be provided.

All equipment and utensils must be washed, rinsed, sanitized, and air-dried before use, during the day when they become unclean, and at least every 4 hours.

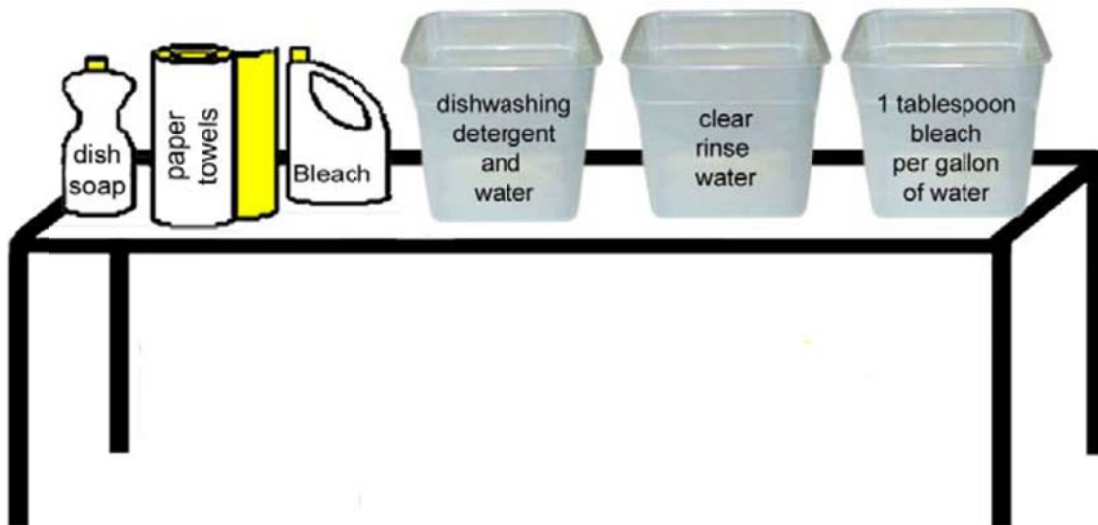
Dish washing must be done using a three-compartment basin setup. We suggest that you use 3 plastic basins, large enough to immerse your largest dish/utensil.

You may not use hand wash station for warewashing and must not hand wash at the warewash station.

Warm water and dish soap must be provided for washing.

An approved sanitizer must be used. The most common sanitizer is unscented household bleach (chlorine). Using 1 cap-full of regular unscented bleach per one gallon of water is equal to about 100ppm free chlorine. Please check required concentration with test strips.

The dish washing station must be set-up as shown below:



Wash – Rinse – Sanitize - Air Dry

Do not use for hand washing!

Clean Water

All water used in the temporary food service operation must be obtained from an approved source. An approved source is considered a public/municipal/city water supply or commercially bottled water from an approved source.

Water connections through a community spigot must be protected from the backflow of water with an ASSE-approved backflow prevention device, such as ASSE 1011. You can usually find this type of approved backflow device in the hardware section of many stores.

Water hoses, if used, must be food-quality or drinking water quality hoses (NOT green garden hoses). Approved hoses can be clear – or – white with a blue stripe.

Waste Water and Solid Waste

You should collect and dispose of waste water (gray water) from your wash station, fruit/vegetable rinse station, and any other place where

Waste water must be collected and disposed of into an established or community collection basin.

Waste water may not be dumped onto the ground or into other unapproved

Trash must be properly bagged and disposed of in trash cans and waste disposal area.

Food Preparation

You may NOT prepare food at home or another unlicensed location to the event.

Where approved, all food preparation must be done on cleanable boards.

Food Protection

All areas of the temporary food service operation must be protected environment using a tent, covering, or building. Protection must be provided for food preparation areas, service areas, the hand wash station, and the

Food must be kept covered and away from areas of contamination.

Food must be kept away from the hand wash and dish wash station

Food preparation areas must be set-up near the back of the food booth. Public or approved sneeze guards may be required.

All food, drink, and service utensils must be kept at least 6 inches (15 cm) above the ground using crates, boxes, pallets, skids, or other acceptable means to keep them

Workers may not smoke or eat anywhere inside the food booth.

All food should be stored securely to prevent intentional and unintentional access. Food should only be accessible to authorized food workers – not to the general public.

