

Self-Inspection Checklist for Non-Profit Temporary Food Facilities

POTABLE WATER

- Approved supply of potable water provided
 - Commercially purchased bottled water or municipal water

MUNICIPAL WASTE/OIL DISPOSAL

- Booth operator has identified an approved location for disposal of municipal waste (both solid and liquid) and oil

FOOD BOOTH STRUCTURE AND OPERATIONS

- Vending structure soundly constructed with overhead protection, ground covering, and large enough to accommodate all food and equipment (no food preparation (i.e. cooking) is allowed outside of booth)
 - Grill placed at appropriate designated location
 - Appropriate barrier present separating cook/preparation services from patrons
- Booths that handle open food shall have:
 - Fully enclosed booth with approved 16-mesh fly-screening or canvas on all sides OR other approved means of protecting food from contamination by flies, dust, debris
- Hand wash station is conveniently located and supplied with at least a catch bucket, warm running water, soap and disposable towels
- Utensil wash station is set-up and ready-to-use inside booth consisting of 3 containers large enough to hold largest piece of equipment or utensil
 - Soapy water in 1st container
 - Clean water in 2nd container
 - Sanitizing solution in 3rd container (i.e. / 1 tablespoon of unscented bleach for each gallon of water for a concentration of 50-100 PPM chlorine)

NOTE: Appropriate chemical testing strips must also be available. An exception to utensil wash station being required would be to provide enough utensils to swap out at frequent intervals during operation. (At least every 4 hours)

- All equipment and utensils approved for use
 - Made of safe material and easy-to-clean
 - No galvanized utensils/containers in contact with acidic foods
 - All utensils and cooking equipment are 6" off the ground and inside
- Live animals not allowed in booth or cooking areas
- Sanitizing solution for wiping cloths provided

FOOD PREPARATION AND HANDLING

- Food from an approved source (including ice) – no foods stored or prepared in a private home
- Only foods allowable by regulations provided unless a Hazard Control Plan has been approved
- Frozen desserts prepared from commercially pasteurized mixes or ingredients
- No open food stored or displayed at service counters
- All open food stored inside food booth, stored 6" off the ground, and protected from contamination sources
- Calibrated probe-type metal thermometer provided
- Food temperature control:
 - Enough equipment provided to hold ALL
 - Cold foods at or below 41°F
 - Hot foods at or above 135°F

NOTE: Ice being used to cool MAY NOT be served for human consumption

- Required minimum cooking temperatures monitored. (whole meats and seafood 145°F, ground meats 155°F, poultry/stuffed foods/reheat 165°F)
- NOTE: NO raw or undercooked animal products served**
- Utensils or disposable gloves provided to ensure no bare hand contact with ready-to-eat food
- All food served in an individual meal-type container
- No leftover foods being offered at event or being held for reuse at another event

EMPLOYEE HABITS

- Employees keep hands clean and wash hands frequently
- Employees have no open sores or communicable disease(s)
- All food handlers are wearing clean clothing, approved jewelry (i.e. plain band ring) and hair is restrained, if needed
- No smoking allowed in food facility