



REQUIREMENTS FOR TEMPORARY FOOD FACILITIES (TFF) AT TEMPORARY EVENTS AND CERTIFIED FARMERS' MARKETS

Temporary Food Facilities (TFF) or food booths are food operations that operate at approved public events. A health permit is required to operate a TFF whenever food or beverage (unpackaged or prepackaged) is sampled, sold, prepared, or given away to the public.

- ✓ Temporary Events include festivals, fairs, entertainment events, cook-offs, etc.
- ✓ Certified Farmers' Markets may have food booths operating adjacent to their certified producers section. Markets may operate year-round or seasonally.

PERMIT REQUIREMENTS

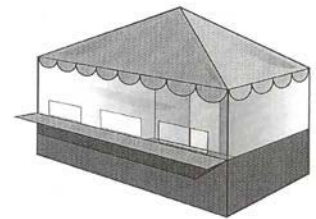
All permit applications, applicable documents and fees must be submitted BY the Event Coordinator/Market Manager to DEH at least 2 weeks before the Temporary Event's start date or the vendor's Certified Farmers' Market operation start date.

- Each TFF operator must apply for a permit to operate.
 - ✓ TFFs that pre-package foods must have a valid Processed Food Registration from the California Department of Public Health. Visit their website for more information: <http://www.cdph.ca.gov/programs/Pages/FDB.aspx>
- Once the TFF permit application is approved, NO changes may be made without approval of the Department.
 - ✓ The Department of Environmental Health (DEH) conducts risk-based inspections to ensure a safe food operation.
 - ✓ Unauthorized changes to the menu or non-compliance may result in closure of food facility until deficiencies are corrected.
 - ✓ Re-inspections or routine inspections longer than 20 minutes may be assessed additional fees, in 15-minute increments, at the current rate approved by the Board of Supervisors. As of 7/1/15, the rate is \$219.00 per hour.
- At events with two or more TFFs, a person or organization must be responsible for shared facilities (e.g., restrooms, general premises maintenance, waste disposal) and must apply for an event coordinator permit.

FOOD BOOTH CONSTRUCTION

ALL food and beverage booths must be constructed with a floor, ceiling and four sides as follows:

- Floor surfaces must be smooth and cleanable.
 - ✓ Smooth pavement, concrete, asphalt and plywood are approved.
 - ✓ Grass or dirt floors must be covered with approved tarps or plywood.
- Ceiling/overhead covering may be canvas, wood, etc.
- Walls must completely enclose the booth on all four sides with no gaps.
 - ✓ Wood, canvas, plastic, 16-mesh fly screening or similar material is approved.
 - Check with local fire department for cooking booth material requirements.
 - ✓ Pass-thru window openings
 - Must not exceed 216 square inches (approximately 1 foot by 1.5 feet) and have tight-fitting closures (e.g., Velcro).
 - Shall be spaced a minimum of 18 inches apart.
 - ✓ *Exception:* Operations do not need booth sidewalls IF either of the following apply:
 - Only PREPACKAGED food or beverages are handled. All food and beverages must be sold or served in original unopened packaging.
 - Unpackaged, pre-portioned foods are stored in food compartments of solid construction with tight-fitting lids or access doors. No food handling, such as slicing or scooping, may be conducted.
- Booth must be large enough to accommodate all food preparation, handling, and storage needs.
- A clearly visible sign must be posted listing the booth name, city, state, zip code, and name of permittee.
 - ✓ The booth name must be at least 3 inches high, with strokes at least 3/8 inches wide.
 - ✓ The city, state, zip code, and name of permittee must use lettering at least 1 inch in height.
 - ✓ *Non-profit charitable booths are not required to provide this signage.*



The Center for Disease Control and Prevention (CDC) identified the following risk factors as most likely to cause food-borne illnesses:

- 1. Poor employee health and hygiene**
- 2. Improper hot/cold holding temperatures of potentially hazardous foods**
- 3. Improper cooking temperatures of food**
- 4. Dirty and/or contaminated utensils and equipment**
- 5. Food from unsafe sources**

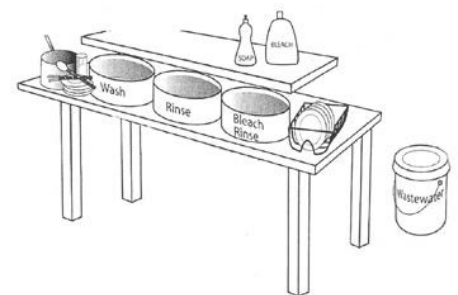
HANDWASHING

- Operations that handle unpackaged or open foods or beverages must provide handwashing facilities in an easily accessible location **INSIDE** the food booth.
- Handwash facility must be set up and operational prior to beginning food handling operations. It must be checked frequently and refilled as necessary.
- All food handlers must wash hands with soap and warm water frequently to prevent the contamination of food. This includes, but is not limited to, washing hands before handling food or food-contact utensils, after handling raw animal products, after handling money, after touching your face or hair, and after visiting the restroom.
- Handwashing stations shall consist of:
 - ✓ an insulated container – 2 gallons or more – with a spigot that can lock in the open position for hands-free washing,
 - ✓ warm potable water,
 - ✓ liquid hand soap in a pump dispenser,
 - ✓ paper towels, and
 - ✓ a catch bucket or tub for wastewater.
- Glove use is not a substitute for handwashing. Hands must be washed prior to donning gloves. If used, gloves must be food-grade and single-use.
- Hand sanitizer is not a substitute for handwashing. If used, sanitizer must be food-grade and only used after properly washing hands with soap and warm water. Sanitizers must be used according to manufacturer's directions.



UTENSIL WASHING AND SANITIZING

- Facilities that handle unpackaged or open foods or beverages must provide utensil washing and sanitizing stations **INSIDE** the temporary facility.
- Utensils include tongs, scoops, knives, pots, cutting boards, thermometers, etc.
- Utensil washing stations include three containers filled with potable water. Each container must be large enough to accommodate the largest utensil to be washed.
 - ✓ Container # 1 – WASH – with soapy water (use dish soap).
 - ✓ Container # 2 – RINSE – with clean and clear water.
 - ✓ Container # 3 – SANITIZE – with sanitizing solution. Adequate space to AIR DRY all utensils.
- Sanitizing solution may consist of 1 tablespoon unscented household bleach in 2 gallons of water to produce a concentration of 100ppm chlorine. Other approved sanitizers (such as quaternary ammonia or iodine) may be used.
 - ✓ Maintain appropriate sanitizer test strips to monitor sanitizer concentration levels. Replace water and add sanitizer whenever necessary.
- Utensils used for PHFs must be cleaned and sanitized at least once every 4 hours.
- Additionally, multi-use cloths must be stored in a solution of sanitizer when not in active use. Sanitizer solution may be prepared as above, but the utensil wash sanitizer container may not be used to store wiping cloths.
- Ensure utensils and food contact surfaces are thoroughly washed and sanitized after handling raw animal products.



FOOD PREPARATION AND HANDLING

- All food must be from an approved source.
 - ✓ Food or beverages stored or prepared in a private home may **NOT** be offered for sale, sold, or given away.
 - *Exception:* Foods prepared by a Cottage Food Operator with a valid Cottage Food permit or registration.
 - ✓ If you will store or prepare foods prior to attending the event/market, you must operate from an approved kitchen.
 - ✓ Maintain copies of invoices/receipts for food, available for review by a DEH Specialist.
- All equipment and utensils must be approved by the Department.
 - ✓ Surfaces that come in contact with food must be smooth, easily cleanable, and non-absorbent (e.g., counters, cutting boards, utensils, equipment).
 - ✓ Do **NOT** use galvanized or enamel-coated cookware or utensils.
 - ✓ **ALL** utensils and cooking equipment must be inside the food booth unless otherwise required by the local fire department (see below).
- Food storage and display:
 - ✓ All food (including ice) and food containers must be stored inside the food booth and off the ground on shelving or pallets.
 - *Exception:* Supplies and non-potentially hazardous foods in unopened original commercial manufacturer's packaging may be stored outside the enclosed food booth.
 - ✓ Store raw meats and poultry below and separate from ready-to-eat foods.
 - Example: store raw chicken in an ice chest and store lettuce in a different ice chest.



FOOD PREPARATION AND HANDLING (CONTINUED):

- ✓ Do not store food or food-contact utensils below or directly adjacent to handwash and utensil wash stations.
- ✓ NO open or unpackaged food may be stored or displayed at service counters.
- ✓ Clearly identify "Display Only" products.
- ✓ Self-service condiments must be in single-service packets, pump-type containers, or squeeze containers.
- ✓ Beverage ice must be kept separate from ice used for cold-holding foods. Remember, ice is food.
- Provide food wash station for raw ingredients. For example, rinse unwashed produce under cold running water.
- Minimize bare hand contact with food. Use appropriate utensils such as tongs, food tissue, or disposable gloves whenever practical.



FOOD TEMPERATURES

- Potentially hazardous foods (PHF) must be cooked and held at proper temperatures.
 - ✓ Examples of PHFs include meats, poultry, seafood, cooked rice, cooked beans, cooked vegetables, many cheeses, cut melon, cut tomatoes, tofu, sprouts, etc.
- An accurate probe-type metal thermometer ($\pm 2^{\circ}\text{F}$) must be used if PHFs are served. Clean and sanitize thermometer before and after each use.
- All PHFs must be maintained at required temperatures. Maintain temperature logs.



COOKING requirements:

Food must be thoroughly cooked to required minimum internal temperatures.

- ✓ 165°F Poultry, stuffed meats, and other stuffed foods
- ✓ 157°F Ground beef (hamburger)
- ✓ 145°F Fish, eggs, and pork



RE-HEATING requirements:

- ✓ 165°F Rapidly re-heat potentially hazardous foods before placing in a warming unit.

HOLDING requirements:

- ✓ Cold PHFs or beverages must be maintained at or below 45°F.
 - Foods may be maintained at 45°F or below for up to 12 hours in a 24-hour period. At the end of the operating day, the food must be destroyed in an approved manner.
 - Foods maintained at 41°F or below at ALL times may be used the following day.
- ✓ Hot PHFs (including cooked vegetables) must be maintained at or above 135°F. At the end of the operating day, hot foods must be destroyed in an approved manner.
- Adequate hot holding devices are required to actively maintain hot food temperatures.
- Adequate supply of ice or refrigeration equipment is required to actively maintain cold food temperatures.
 - ✓ For food containers stored on ice, ensure ice is packed around the bottom and up all sides of the container. Suggest storing PHFs in small, shallow containers.



PLEASE NOTE . . . Food handled improperly or held at unsafe temperatures may be condemned or destroyed by the Department.

EMPLOYEE HEALTH AND HABITS

- Personal items (jacket, purse, keys, cell phone, etc.) stored separate from food operation items.
- Employees must maintain good hygiene, including clean fingernails.
- No open cuts, sores. Must apply bandage to wound and be self-contained. If wound is located on hands, must also wear food-grade gloves.
- Long hair must be restrained.
- Wear clean clothing.
- No smoking allowed in or around food booth.
- No watches, rings (except a plain solid band), nail polish or artificial nails. If wearing watches, rings, nail polish, or artificial nails, food-grade gloves must also be worn.
- Beverages may be consumed IF from a closed container with a straw.
- Employees experiencing sneezing, coughing, runny nose, vomiting or lower gastrointestinal symptoms (such as diarrhea) shall not work within the food booth.
- Employees with a communicable disease shall be excluded from the food booth.



OPEN-AIR BARBECUE AND DEEP FAT FRYING

- Barbecuing and deep-fat frying may be allowed OUTSIDE an enclosed food booth due to local Fire Code regulations. (Other cooking equipment may be located outside the food booth only IF the local Fire Department requires.)
 - ✓ Only cooking on the barbeque or fryer may be conducted outside.
 - ✓ All food must be stored and any preparation activities conducted INSIDE an enclosed food booth.
 - ✓ Immediately after cooking, all food must be moved INSIDE a fully-enclosed food booth for further preparation, hot holding, or service.
 - ✓ NO food storage, preparation, assembly, or hot-holding may be conducted outside the food booth.
- Perimeter fencing or barriers must be provided around open-air barbecue or deep fat frying areas to prevent contamination of food and injury to the public.
- Contact the local Fire Department regarding fire regulations and any necessary permits.



WASTE DISPOSAL

- Wastewater
 - ✓ A leak-proof container for liquid waste must be provided INSIDE each food booth.
 - ✓ All liquid waste must then be disposed of into approved containers (e.g., graywater bins) or to an approved sanitary sewer.
 - ✓ Wastewater may NOT be disposed to vegetation, dirt, streets, or storm drains.
- Trash
 - ✓ A solid container for food waste, garbage, and refuse must be provided INSIDE each food booth. All food waste and garbage must be stored in leak-proof containers and disposed of into approved dumpsters or garbage cans.
- Grease
 - ✓ Cooking or deep fat fryer grease must be disposed of in a safe and sanitary manner such as a tallow container.
- Spent charcoal and briquettes must be disposed of in a safe and sanitary manner.



TOILET FACILITIES

- Approved toilet facilities (one per 15 food employees) must be provided within 200 feet of each TFF.
- When portable toilets are used, they must be provided with an adequate number of handwashing stations equipped with adequate supplies of water and liquid soap and paper towel in mounted dispensers.



ADDITIONAL REQUIREMENTS

- A designated person in charge must be present at all times.
- Post the Environmental Health Permit in public view in your TFF.
- An adequate supply of potable water must be provided from an approved source. Any connections and hoses utilized must be food grade.
 - ✓ Green garden hoses are not food-grade.
 - ✓ In some cases, a backflow prevention device may be required on the faucet/hose bib.
- Maintain all equipment (food containers, handwash station, utensil wash station, ice chests, etc.) in good condition and kept clean of food debris and residue build-up.
- Live animals are NOT allowed within 20 feet of a TFF.
 - ✓ *Exceptions:* guide dogs, signal dogs, or service dogs.
- Any chemicals and cleaners used must be approved for use in food facilities.
 - ✓ Store chemicals and cleaning supplies below and separate from food and food contact utensils.
- Light fixtures over food or food preparation areas must have shatterproof light bulbs or covers.
- During inclement weather, ensure food is protected. Examples include:
 - ✓ Keep food protected and covered when bringing into enclosed food booth from the BBQ/fryer.
 - ✓ Consider non-permeable materials for booth construction.
 - ✓ Do not locate food booth where rain or water run-off may occur.
- Other permits or approvals may be required for your event. Contact the local city, county and/or fire department.



For more information and documents, visit our website at www.ehinfo.org

NOTE: There are different TFF permit applications specific to each program, Temporary Events and Certified Farmers' Markets.