

TEMPORARY FOOD FACILITIES

Operator's Guide



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COUNTY OF RIVERSIDE • COMMUNITY HEALTH AGENCY
DEPARTMENT OF ENVIRONMENTAL HEALTH

This booklet has been developed to assist you, the food service operator, in operating a temporary food facility in a safe and sanitary manner, while complying with the requirements of the California Health and Safety Code and Riverside County Codes.

While the same food handling and sanitation practices apply at a temporary food facility as they would at a permanent food facility, there are some differences.

A temporary food facility usually consists of a fully enclosed tent or booth that is constructed for the duration of the event. Temporary food facilities may only operate in conjunction with community events, swap meets, or certified Farmer's Markets that are approved by this Department. Community events must be sponsored by an organizer and have prior approval from all applicable city and county departments. Events that do not have these approvals will be limited to permitted mobile food facilities only.



*We hope this guide will help make
your event a great success!*

DEFINITIONS

POTENTIALLY HAZARDOUS FOODS - foods that are perishable and can cause illness if they are not kept hot or cold enough to keep bacteria from growing on and in them.

TEMPORARY FOOD FACILITY - a food facility approved by the local enforcement agency that may be easily taken down for storage or for transportation, and assembled to its original integrity at a different location, is easily movable, and operates at a fixed location for the duration of an approved **COMMUNITY EVENT**...

COMMUNITY EVENT - an event that is of a civic, political, public, or educational nature, including state and county fairs, city festivals, circuses, and other public gathering events approved by the local enforcement agency.

In Riverside County a **COMMUNITY EVENT** is further broken down into the following categories:

- **OCCASIONAL EVENT** - a **COMMUNITY EVENT** where **TEMPORARY FOOD FACILITIES** operate at a specific site for no more than 3 days in a 90 day period.
- **TEMPORARY EVENT** - a **COMMUNITY EVENT** where **TEMPORARY FOOD FACILITIES** operate at a specific site for no longer than 25 days within a 90 day period. (This includes street fairs, the Farmer's Fair, Indio Date Festival, etc.)



Permit Requirements for Temporary Food Facilities

Every temporary food facility at a community event must have a valid Health Permit for that event. The permits are only valid for the specified site and dates. In most cases the event organizer will purchase a permit for all the food booths at their event. This is called a blanket permit because one permit covers all of the temporary food booths.

On occasion, the event organizer will require the individual booths to obtain their own permit for the event. The event organizer must meet with the local Environmental Health office to discuss the details of the event and to purchase an "Event Organizer" Permit.

All permits must be obtained a minimum of two weeks prior to the start of the event.



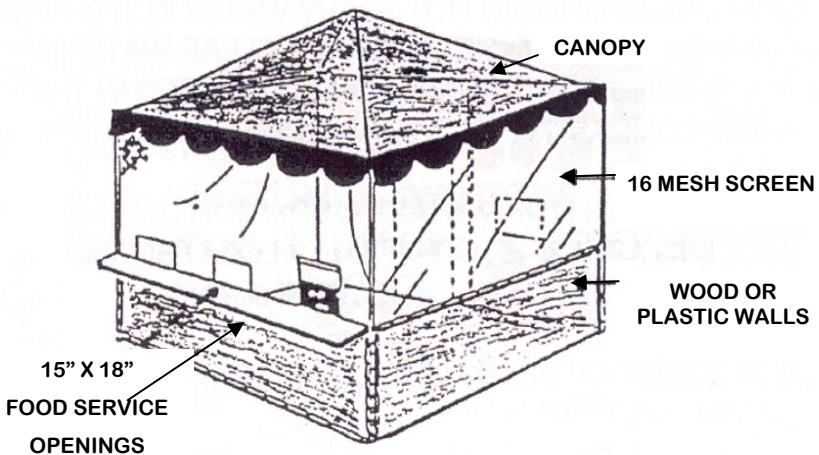
**For more information on blanket permit fees that cover multiple vendors at a community event, contact your local Environmental Health office or view a current copy of informational bulletin 91-01B "Permit Fees For Community Events" on our website, www.rivcoeh.org

How should my Temporary Food Facility be constructed?

Unpackaged food must be stored, prepared and held for sale inside of a fully enclosed area. Typically, this means a food booth complete with a solid roof (such as a canvas canopy) and four walls (walls can be screening of 16 mesh or finer). Screening must cover pass-through windows and other openings to minimize the entrance of insects and food contaminants. Acceptable flooring would be sealed plywood, tarps, or clean asphalt.

If all of your food and beverages are **pre-packaged**, and you do not conduct any preparation, a fully enclosed booth is not required but some form of overhead protection must be in place over all food storage areas. Contact your local Environmental Health office for details.

Note: Live animals and birds are not allowed inside or within 20 feet of the temporary food facility.



The business name must be displayed at the booth in letters that are at least 3 inches high. The name of the owner, city, state, and zip code must be displayed in letters/numbers (at least 1 inch high) at each operating location.

Setting Up Equipment for a Temporary Food Facility

Cooking Equipment

- Gas fired cooking equipment, such as barbecues, are required by Riverside County Fire Department to be outside of the temporary food facility and have a minimum of four (4) feet of clearance between the equipment and the public. These pieces of equipment may not be under any type of overhang.
- All other types of cooking equipment shall remain inside the temporary food facility unless the local building and fire codes prohibit cooking inside.

Food Holding and Storage

- Hot holding equipment, such as chaffing dishes and steam tables, shall be placed so that they are a minimum of three (3) feet away from the pass through windows.
- General food storage shall be placed a minimum of six (6) inches off the ground. Open foods shall be stored within food grade containers.

Food Contact Surfaces

- All food contact surfaces shall be made of durable and easily cleanable food grade materials.

Lighting

- Adequate, covered lighting shall be provided for all events that occur at dusk or at night to ensure safe food handling and for cleaning purposes.

Waste Disposal

- All liquid waste must go to an approved sanitary sewer system.
- Solid waste must be stored in leak proof containers and disposed of properly.



Warewashing Requirements

All temporary food facilities that prepare food must have a three (3) compartment sink where they can wash, rinse, and sanitize their utensils. The sink must provide potable water and have the following:

- drain boards
- overhead protection
- HOT and COLD running water from a mixing valve

***For events of three (3) days or less alternate methods may be approved by the local enforcement agency.*



Mobile 3-compartment sink

*Wash,
Rinse,
Sanitize!*

Up to four (4) temporary food facilities may share a common utensil washing area if it is centrally located and adjacent to all of the sharing facilities. A potable water supply of twenty gallons per booth must be provided for utensil washing. This amount does not include water for food preparation. All liquid waste must be captured in a waste tank that is at least 50% greater in size than the fresh water supply.

Example: 20 gallon potable supply = 30 gallon waste tank

***It may be in your best interest to stock additional utensils that can be used when utensil washing may not be readily available.*

How to clean and sanitize utensils using a 3-compartment sink

1. WASH...	in hot, soapy water in the first compartment.
2. RINSE...	utensils in warm, clear water in the second compartment.
3. SANITIZE...	utensils in the third compartment with an approved chemical sanitizer
4. AIR DRY...	utensils. DO NOT use a cloth or paper towel as this may re-contaminate the utensil

Detergents are used to clean prior to sanitizing. Chemical sanitizers eliminate bacteria from a clean utensil.

Approved chemical sanitizers include:

- **Quaternary ammonium** at 200 ppm for 60 seconds.
- **Iodine** at 25 ppm for 60 seconds.
- **Chlorine** (ie. bleach) at 100 ppm for 30 seconds.

Sanitizer testing materials should be available to test chemical levels.

***If chlorine bleach is used, it must be a GERMICIDAL bleach. Scented laundry bleach does not function well as a utensil sanitizer.*

Mobile Food Preparation Units

Mobile food preparation units, or food trailers, may operate at community events but have some additional requirements to consider. In addition to the general food protection, personal hygiene, and sanitizing required of all food operations; food trailers must provide proper connections to fresh water and waste water collection containers.

- Freshwater supply lines (hoses designed for potable water) are usually white with a blue stripe. These hoses must be stored in a clean and sanitary manner.
- Waste water hoses should be black so they will not be mistaken for freshwater lines.
- All connections must be tight and leak-free.

Employee Hand Washing and Personal Hygiene

Handwashing

Hands should be washed frequently with soap and water.

- A hand washing sink must be available in each temporary food facility, and be provided with HOT and COLD water from a mixing valve.
- Temporary food facilities that operate for three (3) days or less may use a container that is able to provide a continuous stream of 100°F potable water instead of a traditional handwash sink. This setup must allow both hands to be free for vigorous rubbing with soap and water for at least ten to fifteen (10-15) seconds.
- Liquid soap in a dispenser and paper towels must be provided at each handwash sink or station. Wastewater must be collected and emptied into an approved sewer system.

Personal Hygiene

Food workers must practice good personal hygiene.

- Clothing should be clean and long hair confined.
- Hands and forearms should be free of skin injuries.
- Bare hand contact with foods should be avoided, particularly when handling ready-to-eat foods. Disposable gloves may be used but must be changed as often as hands should be washed. Also, hands must be washed in between each change of gloves.
- **Hand sanitizers are allowed, but are not a replacement for handwashing.**
- Smoking near outside BBQ's or within the food booth is prohibited.
- No employees shall be sick while working the event.



Temperature Control and Storage of Food

Cold Holding

Potentially Hazardous Foods may be held at a temperature of 45°F for up to twelve (12) hours during the operating day but must be discarded in a sanitary manner at the end of the day.

Hot Holding

Hot Potentially Hazardous Foods must be held at or above 135°F at all times. At the end of the business day any food left over must be disposed of in a sanitary manner.

***Hot foods may not be cooled and stored for later use.*

Thermometers

Probe thermometers should be used to check temperatures often. Make sure they are available at the temporary food facility

General Food Storage

All food shall be stored in approved food grade containers with lids. All food storage shall be a minimum of six (6) inches off the ground at all times. Food should be stored so that it is adequately protected at all times from contamination, exposure to the elements, access of rodents and other vermin, as well as temperature abuse.

Ice is Food

Ice is considered to be a food, so ice for drinks and snow cones, etc. should be stored in approved containers safely away from ice used for food storage and cooling. Ice should be protected from contamination at all times.



Restrooms

All temporary food facilities must be located within 200 feet of the restrooms. Restrooms must be equipped with hot and cold running water, liquid soap and paper towels.

Food Preparation, Source And Labeling

Food Preparation

All food preparation shall occur inside the temporary food facility enclosure or in an approved kitchen or commissary permitted by the Environmental Health Department.

NO FOOD OR BEVERAGE MAY BE STORED OR MADE AT A PRIVATE HOME IF IT IS TO BE SOLD OR GIVEN AWAY TO THE PUBLIC. All ingredients must come from an approved retail source and remain free from contamination.



*Keep your
receipts!*

Pre-Packaged Food Labels

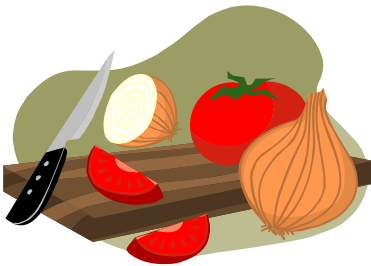
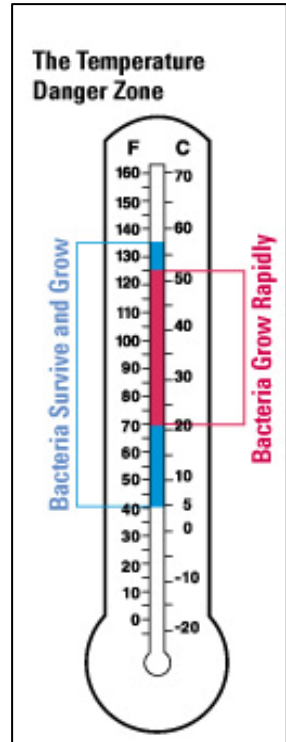
Prepackaged food sold directly to the customer must be prepared and packaged at an approved food facility using only food grade materials. Foods must be clearly labeled with the following information:

1. Name, address and phone number of manufacturer.
2. Common name of the food
3. Ingredients in order of predominance by weight.
4. If item is perishable it should be labeled prominently with
“PERISHABLE–KEEP REFRIGERATED”
in a highly visible location.

Food Poisoning

The biggest concern with any food handling operation is food poisoning. This can occur when food is not held at proper temperatures, or when the food becomes contaminated. The longer these conditions exist, the more dangerous the food can become.

Bacterial growth can be controlled by keeping foods at proper temperatures, cooking foods thoroughly and washing hands frequently. Take great care to clean and sanitize cutting boards and utensils that are used with more than one type of food. This will help eliminate the possibility of passing bacteria from one food to another during the preparation stages.



Be Safe!

Careful handling during food preparation keeps food as safe as possible.

You, the operator, must use the best food practices to avoid food poisoning and to guarantee the safety of the public and the success of your business.

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TEMPORARY FOOD FACILITY VENDOR CHECKLIST

FOOD SOURCE, TEMPERATURES AND STORAGE

- ___ Food from an approved source (NOT from home!)
- ___ PROBE THERMOMETERS to monitor food temperatures
- ___ A way to KEEP COLD FOODS AT 45°F OR BELOW
- ___ A way to KEEP HOT FOODS AT 135°F OR ABOVE
- ___ Food covered and stored at least 6 inches off the ground

HANDWASHING

- ___ At least FIVE (5) GALLONS OF WARM WATER (100°F)
- ___ Either a handwashing SINK, or a portable water container with a spigot that can provide a continuous stream
- ___ CATCH BASIN for wastewater
- ___ Liquid, anti-bacterial SOAP in pump-type dispenser
- ___ PAPER TOWELS (not napkins)



BOOTH

- ___ FOUR (4) SIDES and a CEILING, assembled so there are limited/no gaps at each junction
- ___ PASS-THRU WINDOWS (only large enough to pass food/money)
- ___ Cleanable FLOORING (No dirt or grass)

UTENSIL WASH (WASHING, RINSING, AND SANITIZING)

- ___ THREE-COMPARTMENT SINK (or three containers if approved by the enforcement officer), large enough to hold the largest utensil.
 1. WASH—hot water with dish soap
 2. RINSE—hot water
 3. SANITIZE—warm water with sanitizer
- ___ DISHWASHING SOAP
- ___ SANITIZER
 - CHLORINE—100ppm for 30 seconds
 - Quaternary Ammonia—200ppm for 60 seconds
 - Iodine—50ppm for 60 seconds
- ___ TESTING STRIPS to measure sanitizer level



**FOR MORE INFORMATION CONTACT
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