

HURON COUNTY GENERAL HEALTH DISTRICT
GUIDELINES FOR TEMPORARY
FOOD SERVICE OPERATIONS / FOOD ESTABLISHMENTS

License

Not less than five (5) days prior to the event, the food vendor shall make an application for a license to include floor plan, equipment and handling procedures with the Board of Health. The license fee is per event. Temporary Food Service/Food Establishment licenses are issued for a maximum of five days. The sanitarian will deliver the license/permit on the first day in conjunction with the inspection. Operators selling foods that are non-potentially hazardous such as whole fresh fruits, vegetables unprocessed, commercially pre-packaged foods and beverages in areas up to two hundred (200) cubic feet are exempt from licensing.

Food

Food must be from an approved source. *Food not prepared at the temporary food service operation shall be prepared in a licensed facility and transported to the temporary site by a method approved by the licensor. **Home cooked or baked foods shall not be offered for sale.***

Food Protection

All potentially hazardous foods shall be maintained at 41°F or below and 135°F or above by a method approved by the HCGHD. Mechanical refrigeration shall be used for overnight storage of potentially hazardous foods. All food shall be protected from customer contamination. Frozen foods are to be thawed in a refrigerator or under cool running water. *Setting frozen foods out at room temperature to thaw is not allowed.*

Foods must be pre-wrapped. Covers or an approved type food shield for open or exposed food display must be provided. Food and food containers shall be stored a minimum of 6 inches above the floor or ground. Utensils, gloves for the transfer, preparing and/or serving of foods shall be provided. Provide and use a probe thermometer to verify cooking and holding temperatures.

Equipment and Utensils

A three-compartment sink system supplied with potable water shall be provided. It will be accessible and used for manual washing, rinsing, sanitizing of food equipment and multiple-use utensils.

Hand Washing Facilities

Hand washing facilities are required. Method will be approved by the HCGHD based on food type and preparation. The most effective method to use is soap & warm water for thirty (30) seconds and paper towels for drying. *Commercial chemical hand sanitizers have limited effectiveness and or not a substitute for soap & water*

Support Facilities

Water is to be provided from an approved source only. Adequate sewage/waste water disposal, toilet facilities, and garbage/refuse disposal are required.

Structural Requirements

If determined by the licensor that floors, walls, and ceilings are necessary, the materials used to construct these surfaces must be approved by the licensor.

**DETAILED SAFE FOOD HANDLING TECHNIQUES FOR TEMPORARY EVENTS
ARE LISTED ON THE BACK OF THIS SHEET**

SAFE FOOD HANDLING TECHNIQUES FOR FESTIVAL TYPE EVENTS

By following some common sense guidelines concerning food preparation and storage, you can insure a safe food product is available to the public:

- **Good hand washing practices are a very important part of protecting food from possible harmful bacteria contamination.** ALWAYS WASH YOUR HANDS WITH WARM SOAPY WATER. SCRUB FOR AT LEAST 30 SECONDS THEN DRY WITH SINGLE USE PAPER TOWELS BEFORE STARTING TO WORK WITH FOOD, AFTER USING THE BATHROOM, AFTER EATING, TOUCHING YOUR FACE OR HAIR, COMING BACK AFTER A BREAK, OR HAVE BEEN TOUCHING RAW FOODS.
- To prevent the rapid growth of harmful bacteria in food, remember the old saying: *keep hot foods hot and cold foods cold.* Cook hot foods to an internal temperature of 165°F (keep a probe type thermometer handy) and then hold the foods at 135°F or higher until served. Cold foods should be kept at a temperature of 40°F or lower until served. Frozen foods **SHOULD NOT BE THAWED AT ROOM TEMPERATURE.** If possible, thaw frozen foods in a refrigerator, under cool running water or from the freezer directly to the cooking surface.
- ANY HOT FOOD LEFT OVER AT THE END OF THE DAY POSES A POTENTIAL HEALTH THREAT AND REQUIRES RAPID COOLING TO 40° WITHIN 4 HOURS. TO REUSE THE FOOD, IT MUST BE REHEATED RAPIDLY TO A MINIMUM OF 165°. TO LIMIT HARMFUL BACTERIA GROWTH. IMPROPER COOLING / REHEATING OF FOOD IS ONE OF THE MAJOR CAUSES OF FOOD POISONINGS IN THIS COUNTRY. ***IT IS STRONGLY SUGGESTED THAT YOU AVOID LEFTOVERS IF POSSIBLE BY PREPARING ONLY ENOUGH PRODUCT TO GET THROUGH THE DAY (remember you can always make more) OR ALLOW WORKERS TO TAKE HOME OR CONSUME LEFTOVERS.***
- Prevent the cross contamination of harmful bacteria on raw foods to foods ready to serve. NEVER USE THE SAME UTENSILS OR SERVING PLATES FOR RAW FOODS AND COOKED FOODS UNLESS THEY HAVE BEEN PROPERLY WASHED AND SANITIZED. Cross contamination of raw and cooked foods can happen very easily – *For example, using a plate to carry raw hamburger patties/hotdogs to the grill and using the same plate to carry the cooked food to the serving area, or using a knife to cut raw chicken then wiping it off and using it to cut slices of a pie.*
- WASH, RINSE AND SANITIZE ALL COOKING/SERVING UTENSILS PROPERLY. It is very simple to set up a three (3) tub procedure that allows you to properly wash, rinse and sanitized utensils that have been dropped or may be cross-contaminated. Follow these three steps: ***Tub 1 – Wash utensils with soap and hot water. Tub 2 - Rinse utensils in clean water to remove soap. Tub 3 -Soak utensils for a minute in a bleach & water solution (1 tsp. of regular bleach per gallon of water) then allow the utensils to air dry.***

Please provide the Huron County General Health District with the following information:

Information must be complete and neatly written. If needed, contact our office for assistance.

Name: _____ Event Location: _____ Date: _____

Person In Charge: _____ Phone #: _____ Serving Time: _____

List every food to be offered for sale, including liquid refreshments, on the application.

If food is prepared in advance, where was it prepared and how will it be transported to the event?

How will foods be held hot: (at or above 135°F)

How will foods be held cold: (at or below 40°F)

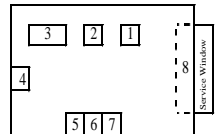
What type of hand washing facility will be used by employees? How will hot water be provided?

How will food on display are protected from contamination:

How will equipment be cleaned and sanitized:

Below make a detailed drawing of your floor plan. Show all equipment and utensils, support facilities and serving areas.

- Scale: 1/4" = 1'
1. Roaster
 2. Crock Pot
 3. Refrigerator
 4. Handwashing
 - 5/6/7. Utensil washing/sanitizing
 8. Service Table



Application for a License to Conduct a Temporary: (check only one)

Instruction:

- Food Service Operation
 Retail Food Establishment

1. Complete the applicable section. (Make any corrections if necessary.)
2. Sign and date the application.
3. Make a check or money order payable to: **Huron County General Health District**
4. Return check and signed application to: **Huron County General Health District**
180 Milan Avenue
Norwalk, OH 44857

Before the license application can be processed the application must be completed and the indicated fee submitted. Failure to complete this application and remit the proper fee will result in not issuing a license. This action is governed by Chapter 3717 of the Ohio Revised Code.

Name of Temporary food facility:		
Location of event:		
Address of event		
City	State	Zip
Start date: / /	End date: / /	Operation time(s):
Name of license holder:		Phone number:
Address of License holder		
City	State	Zip
List all foods being served/sold _____		

I hereby certify that I am the license holder, or the authorized representative, of the temporary food service operation or temporary retail food establishment indicated above:

Signature	Date
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Licenser to complete below

Valid date(s):	License fee: 61.81
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Application approved for license as required by Chapter 3717 of the Ohio Revised Code.

By	Date
Audit no.	License no.