

## HAND WASHING



A handwashing station must be provided **prior** to beginning food preparation and operations. This station must consist of, at least, running warm water, soap, individual disposable towels, and a waste container to collect the dirty water. **NOTE:** It is **not** permissible to allow dirty water to flow directly onto the ground.

To meet the warm running water requirement, suggest using an air pump thermos, or a 5 gallon Igloo-type cooler with a push button or turn type spout may be used.

## MINIMIZE FOOD HANDLING



In order to minimize the potential of contaminating food and foodborne illness, simplify food handling methods. All "ready-to-eat" foods **must** be handled wearing disposable gloves - *no bare hand contact is permitted!*

## FOOD SOURCES

**ALL** food sources must be approved by the Health District. Home canned, home prepared foods, ice made at home, raw milk, or storage of prepared food at private homes are not permitted.

### ALL FOOD MUST BE PREPARED AT THE EVENT.

Use commercial products such as store bought potato salads, barbecue, and soups which are easy to use and handle.

## NO SMOKING



**Smoking**, eating or drinking from cups without lids and straws is prohibited. These activities can potentially contaminate foods during preparation leading to foodborne illnesses.

**All non-working, unauthorized persons are to be kept out of the booths.**

## FOOD PROTECTION

Foods on display must be covered and/or protected. The public is **NOT** permitted to help themselves to opened containers along a serving line unless sneeze guards are provided. Condiments, such as sugar, ketchup, mustard, coffee creamers (**some require refrigeration**), etc., should be served in individual packets and/or from squeeze containers.



All food must be protected during storage. It is permissible for food stored in coolers to be stored directly on the ground. Any boxes or containers (i.e. - vegetable boxes) which are not water-resistant or water-proof will be required to be stored a minimum of 6-inches off of the ground to prevent potential contamination.



## REFUSE CONTAINERS

Non-absorbent refuse containers with tight-fitting lids must be provided and available for the collection of garbage.



Additionally, provide appropriate containers for the collection of liquid wastes. Liquid wastes cannot be dumped directly onto the ground or into storm sewers. Dispose of all liquid wastes in a sanitary manner (i.e. - public restrooms).

## MISCELLANEOUS RECOMMENDATIONS

⇒ Use single-service utensils where possible. Limit the number of utensils to wash on site. Bring more serving and cooking utensils than you think you may need.

⇒ Flies and insects may be kept to a minimum by wiping counters/equipment with a bleach and water solution. Fans also help to keep flies and insects away. **NOTE:** Fans must be clean and free of dirt/dust on the blades.

## LICENSE APPLICATION

Individuals must apply for a temporary license a **minimum of 3 days prior to the event** in order for the Health District to review the proposed food service techniques and methods.

A Health District Sanitarian will work with you to review the following food handling and sanitation procedures:

- ◆ Types of food to be prepared;
- ◆ How they will be prepared;
- ◆ Methods used to keep all food either hot or cold;
- ◆ Methods for cleaning and sanitizing utensils.

## TEMPORARY FOOD SERVICE OPERATIONS

Temporary Food Service Operations (FSO) comprise 99% of all temporary events. The following are examples of perishable food items:

Ham & beans	French fried "anything"
Hot dogs	Sandwiches
Corn dogs	Chicken BBQ
Chili	Corn on the cob
Pizza	Nachos & cheese
Fresh fruit salad	Vegetable salads
Cole slaw	Potato salad
Sugar waffles	Packaged ice cream
Elephant ears	Hand-dipped ice cream
Funnel cakes	Root beer floats
Lemon shake-ups	Coffee w/dairy products

**Remember, any perishable foods may cause a foodborne illness.**

**Fees for Temporary Retail Food Establishment (RFE) and FSOs: \$50.00**  
*Max. of 10 licensed events per year;*  
*Max. of 5 consecutive days per event.*

# TEMPORARY FOOD SERVICE OPERATION GUIDELINES

Guidelines for booths, tents and other temporary structures at events such as:

**EXHIBITIONS**

**FESTIVALS**

**FAIRS**



 **GCCHD**  
Greene County Combined Health District  
360 Wilson Drive  
Xenia, Ohio 45385  
937-374-5600 / 1-866-858-3588

## LET US HELP YOU



The following information has been developed to help individuals and organizations set up and run temporary food operations in a sanitary manner and to minimize the potential for foodborne illnesses.

To avoid inconveniences, you are encouraged to contact the Health District as early as possible when planning a temporary food booth. One of our Sanitarians will assist you with your plans. This will include necessary steps that must be taken to ensure a sanitary operation. You may also receive tips that will enable your booth to operate more efficiently and safely.

Many outbreaks of foodborne illness have been traced back to improperly handled food at temporary events. This guide is designed to help reduce and/or eliminate these outbreaks.

## TEMPORARY FOOD LICENSES ARE REQUIRED BY LAW

Section 3717.21 of the Ohio Revised Code states that, "No person or government entity shall operate a retail food establishment without a license." Section 3717.41 of the Ohio Revised Code states that, "No person or government entity shall operate a food service operation without a license." The law was written to help ensure that food operations will be as safe as possible.

**FOR MORE INFORMATION, please contact:**  
Greene County Combined Health District  
937.374.5600 or  
toll free 1.866.858.3588  
www.gcchd.org

## REQUIREMENTS TO OPERATE A TEMPORARY FOOD SERVICE OPERATION

**ALL ITEMS (i.e. - HANDWASHING FACILITY, DISHWASHING FACILITIES, ETC.) MUST BE SET UP BEFORE BEGINNING FOOD PREPARATIONS OR ASSOCIATED SALE OF FOOD.**

### LEFTOVERS

Leftovers may not be used in a temporary operation. All cooked or prepared foods which have not been used or sold at the end of each day must be discarded.

### COLD HOLDING

All perishable foods must be stored at **41° F or below** to inhibit the growth of bacteria which could contaminate your food. You may use refrigeration, or if no electricity is available, you may use coolers where the food is **completely covered** with non-consumable ice.



### FOOD STORAGE IN ICE



Storage of prepackaged foods in direct contact with water or undrained ice is prohibited. It is **not** permissible to store food in ice in which the ice is intended for human consumption. All foods kept in direct contact with ice must be stored in water-tight containers.

### THAWING

Foods are to be thawed in refrigerated units at temperatures not to exceed 41° F, under cool running water (70° F), or in a microwave or oven as part of the conventional cooking process. Allowing foods to thaw at room or outdoor temperature conditions is **not** permitted.

## HEATING/COOKING



All parts of perishable foods requiring cooking shall be cooked (with no interruption) in the cooking process to the minimum internal temperatures as shown below:

- ◆ Poultry, poultry stuffings, stuffed meats, and stuffings containing meat..... 165° F
- ◆ Hamburger..... 155° F
- ◆ Fish, beef, pork and eggs..... 145° F
- ◆ All other perishable foods requiring cooking..... 135° F

### HOT HOLDING

All perishable foods must be maintained at **135° F or higher** to inhibit bacterial growth and food contamination. The **only** exception is when the food is undergoing necessary preparation. **Remember**, **sternos** do not work well in outdoor situations unless considerations are made to account for wind. **Crock pots, steam tables, or other holding devices are NOT to be used as a means for heating up food. They are to be used ONLY for hot holding purposes.**



### THERMOMETERS



A metal-stem probe thermometer is **required** for checking internal food temperatures. The thermometer must be available to be used, clean, in proper working condition, and properly calibrated. Thermometers may be purchased from restaurant supply companies or large department stores. The thermometer must be able to measure from 0° F to 220° F.

**KEEP FOOD HOT— KEEP FOOD COLD OR DON'T KEEP IT!!**

## DISHWASHING FACILITIES

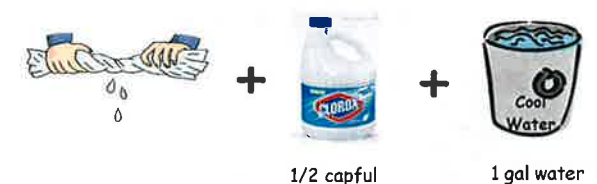
All equipment and utensils must be washed, rinsed and sanitized using a 3-compartment system as follows. Containers large enough to wash, rinse and sanitize your largest piece of equipment/utensil must be provided.

- ◆ **WASH:** Hot water and detergent
- ◆ **RINSE:** Clean water rinse
- ◆ **SANITIZE:** Warm water & sanitizer. May use Chlorine (bleach) - 50-100 ppm (approx. 1/2 capful per 1 gallon water); Quaternary Ammonia - 200 ppm; or Iodine - 12.5-25 ppm.



### WIPING CLOTH SANITIZING PROCEDURES

A container separate from utensil washing must be provided for storing wiping cloths. These wiping cloths, to be used for wiping down counters and table tops, must be clean and used for no other purpose. The cloths must be stored in the bucket of sanitizing solution between uses.



**NOTE:** Do not add soap to the water because soap can neutralize the sanitizer making the solution ineffective.