

PINAL COUNTY
DIVISION OF ENVIRONMENTAL HEALTH
P.O. Box 2517, Florence, AZ 85232-2517
(520) 866-6864 or toll free at (866) 287-0209 Fax: (520) 866-6007

**GUIDELINES FOR THE CONSTRUCTION AND OPERATION
OF TEMPORARY FOOD BOOTHS**

The purpose of these guidelines is to minimize the risk of food borne illness outbreaks at temporary food service facilities. By following these guidelines you can help ensure the safety of the foods served and in turn protect the health of your patrons.

PERMIT

Each food booth serving food at a temporary event must obtain a permit from Pinal County Division of Environmental Health. In order to obtain the permit, the food booth operator, in whose name the permit will be issued, must:

1. Obtain an application and information packet from the event coordinator or from Pinal County Division of Environmental Health.
2. Complete the application and provide any information that has been requested. For example, if out of town caterers will be preparing the food, you may be asked to provide copies of their current food licenses, sample menu, etc.
3. Return the application and menu checklist along with the permit fee of \$25.00 OR PROOF OF NON-PROFIT STATUS to the event coordinator. The event coordinator must submit this information to PCDEH at least two weeks prior to the date of the event to allow enough time for processing of the application and verification of the information submitted.
4. A preliminary inspection must be made before the booth is allowed to open. If the sanitarian is satisfied that the conditions to issue a permit have been met, and the permit fee has been paid, a permit to operate will be issued and posted in the booth.

Communication is very important to ensure that the application process goes smoothly. The person responsible for the proper operation of the food booth must be someone who will be actively involved in the preparation of food that will be served. This person will act as the liaison between the food handlers and the health department, and will be responsible for making sure that the proper procedures are understood and followed.

FOOD AND FOOD PROTECTION

All foods served from a temporary food booth must be from an approved source and prepared on-site or in a licensed commercial establishment.

NO FOOD PREPARED AT HOME SHALL BE SOLD OR GIVEN AWAY

NO HOME CANNED FOODS ARE ALLOWED

NO WILD GAME OR FIN FISH FROM NON-COMMERCIAL SOURCES ARE ALLOWED

ALL MEATS AND POULTRY MUST BE USDA INSPECTED

ONLY SHELLFISH FROM APPROVED SOURCES MAY BE SERVED. ALL TAGS MUST BE SAVED FOR 90 DAYS.

ALL RECEIPTS AND BILLS OF SALE MUST BE RETAINED AND MADE AVAILABLE TO THE SANITARIAN UPON REQUEST.

The sanitarian may restrict or modify the menu and/or preparation methods as deemed necessary to minimize the risk of food borne illness.

The easiest and safest method of preparing food for sale at a temporary facility is cooking to order. For example: pre-formed frozen hamburger patties that are cooked on a grill and served immediately. Keep in mind that the more steps involved between raw product and final service, the greater the potential for food borne illness to occur.

On site preparation should be minimal. Same day preparation is safest. However, off site preparation could take place the day before in a permitted facility that is equipped to handle the large volumes of food involved. All potentially hazardous foods must be delivered under refrigeration to the site as close to the day of the event as possible. If food is prepared off site, the establishment must be in compliance with local, state and federal codes. Copies of a recent inspection report and a valid health department permit may be requested.

KEEPING POTENTIALLY HAZARDOUS FOODS AT PROPER TEMPERATURES.

Potentially hazardous food is that food consisting in whole or part of milk, milk products, eggs, meat, poultry, fish, shellfish or other foods capable of supporting the rapid growth of infectious or oxygenic microorganisms. This includes hot dogs, pizza, cooked rice, beans, potatoes and other cooked vegetables, sliced melons, and cream filled pastries as well as the more commonly accepted types of foods.

HOLD POTENTIALLY HAZARDOUS FOODS BELOW 41° F. OR ABOVE 130° F

Cook foods without interruption. Partial cooking in advance is a dangerous practice and is not allowed. The following are examples of approved cooking temperatures and times:

Poultry: 165° F. for 15 sec.

Pork: 145° F. for 15 sec.

Beef: 145° F. for 15 sec.

Ground Beef: 155° F. for 15 sec.

Reheat previously cooked and chilled foods to 165° F. A long stem dial type thermometer must be provided for monitoring food temperatures. (Range 0 to 220°F.)

Only equipment capable of maintaining Potentially Hazardous Foods at 41°F shall be used. Adequate refrigeration such as refrigerated trucks, refrigerators, and coolers with ice or ice packs must be provided for keeping foods cold. All cold holding units must be provided with accurate thermometers placed in the warmest part of the unit to monitor ambient air temperature.

Thaw frozen foods in the refrigerator at 41°F and below. Never at room temperature. (Off site only)

All potentially hazardous foods must be transported under refrigeration regardless of the distance to be traveled.

If foods need to be held hot, gas fired hot holding units are preferred. Other warming units may be approved provided that they are capable of holding foods at 130° F and above. Hot holding units are not to be used for cooking or reheating foods.

PREVENT CROSS CONTAMINATION:

Keep raw and cooked potentially hazardous foods separate. Do not interchange utensils; cutting boards, containers or other equipment that has been previously used for raw foods with cooked ready to serve foods. ***DESIGNATE SEPARATE RAW, COOKED AND READY TO SERVE FOOD PREP AREAS***

Never reuse marinade. Once the meat is removed for cooking, the marinade must be disposed of properly. Always use a freshly made marinade if the recipe calls for basting while the meat is cooking.

When large quantities of eggs are called for, liquid pasteurized eggs must be used.

NEVER POOL EGGS.

DISCARD ALL LEFTOVERS AT THE END OF THE DAY; DO NOT RE-SERVE.

Store foods in food grade containers and keep them covered. All equipment must be clean and in good repair. Styrofoam ice chests are not to be used. Food is not to be placed directly in contact with ice. Ice for human consumption must be kept in properly drained containers and not used for any other purpose. All ice must be from an approved source. Store all foods off the ground on shelves or stacked on empty crates. Condiments must be individually packaged or dispensed in a manner that prevents contamination such as pour out containers.

1. No bare hand contact of ready to eat foods is allowed. Utensils such as tongs, spoons and spatulas are to be used when handling ready to eat food. When manual contact is necessary, use wax paper or disposable gloves. Keep in mind that gloves are not a substitute for hand washing and must be changed frequently.
2. Only single service disposable utensils are to be provided for public use. They must be stored and dispensed in such a manner that will prevent contamination. EXAMPLE: Store utensils with handles up to allow customers to pick them up without touching food end.
3. Salad bars and other self-service type displays are not allowed at temporary facilities.

SANITATION

The food booth must be maintained in a sanitary manner at all times. All food contact surfaces and equipment shall be cleaned at regular intervals and as often as necessary to maintain a high standard of cleanliness. A bleach Solution (50 ppm if immersing, 100 ppm if sanitizing in place) or other approved sanitizing solutions shall be provided in sufficient quantities for sanitizing all food contact surfaces. Each TFB operator must have test strips available for checking the concentration of sanitizer in their ware-washing station and wiping cloth bucket.

The following procedure is to be used for all food contact surfaces such as cutting boards, utensils, food containers, counters, etc.:

1. **WASH** (in hot soapy water)
2. **RINSE** (in hot clean water)
3. **SANITIZE** (soak for 1 minute in a 50 ppm bleach and water solution: approximately ½ Tbsp. of bleach/gallon of water or 1/3 cup of bleach/5gallon of water; if sanitizing in place use 1 Tbsp. of bleach/gallon of water)
4. **ALLOW TO AIR DRY** (Never towel dry; bleach will dissipate)

If you choose another type of sanitizer, it must be approved by a sanitarian prior to use. Bleach is inexpensive, easily accessible, and very effective as a sanitizing agent. Ideally a three-compartment sink or a mechanical dishwasher should be used if available. EXAMPLE: An onsite school kitchen, church kitchen, etc. If such a facility is not available then three clean 5 gallon buckets may be used provided that an adequate potable water supply is available. For short-term events, this requirement may be waived provided that an ample supply of extra replacement utensils is available.

***POOR HYGIENIC PRACTICES ARE THE NUMBER ONE CAUSE OF FOOD BORNE
ILLNESS OUT BREAKS***

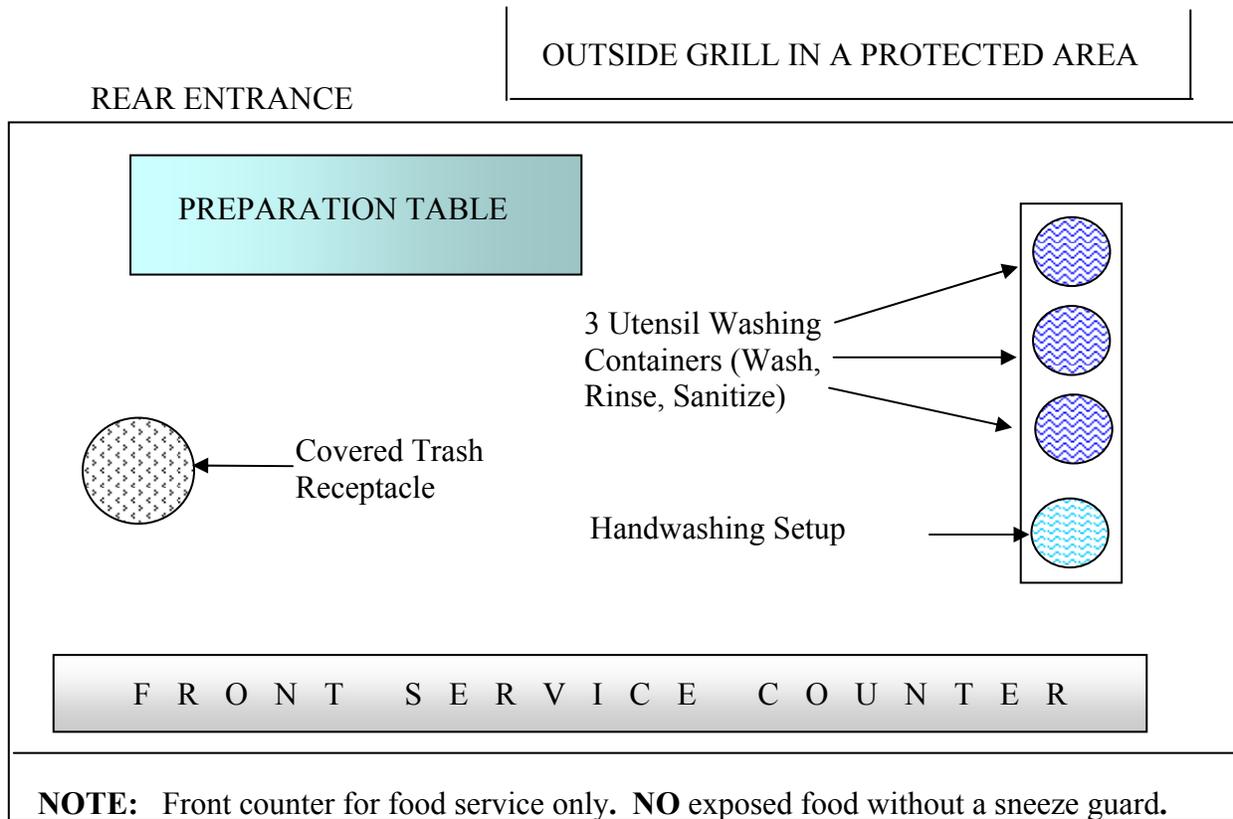
1. An adequate supply of clean wiping cloths must be provided for cleaning purposes. When not in use they must be stored in the bleach solution.
2. Each food booth must be provided with a hand washing station consisting of an adequate supply of potable water (minimum 5 gallons) in a sanitary container and dispensed from a free running tap or spigot. Portable hand sinks are available from some rental agencies. Liquid hand soap, paper towels and a bucket to catch wastewater must also be provided.
3. All liquid waste must be collected and disposed of in an approved manner that will not create a nuisance or a public health hazard. Dumping liquid waste on the ground, in waterways, or storm drains is not allowed. Waste cooking oil and grease must be disposed of in an approved manner. This type of grease cannot be dumped with other trash. A grease container must be provided and arrangements made with a grease hauler for removal. Wastewater shall not be reused for any purpose.

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SHORT EASY REMINDERS FOR HEALTHY FOOD SERVICE

WASH YOUR HANDS	Thoroughly wash your hands with warm water and soap before beginning work and after each break.
KEEP COLD FOOD AT 41 DEGREES OR BELOW	Check refrigeration temperatures regularly and store all readily perishable foods under refrigeration.
KEEP HOT FOOD AT 130 DEGREES OR ABOVE	Check temperatures of foods in steam tables and hot display units regularly.
DO NOT WORK IF YOU ARE ILL	Report illness to your supervisor and stay away from food handling activities.
NO BARE HAND CONTACT WITH READY TO EAT FOODS	Use utensils or non-latex plastic gloves for handling.
NO SMOKING	Absolutely no smoking in work areas. After smoking outside work areas, wash your hands before returning to work.
KEEP SERVICE OPENINGS SCREENED	Minimize the number of flies by keeping openings screened and doors closed at all times.
WEAR CLEAN CLOTHING	Wear clean uniforms including aprons and garments. Store coats, etc. away from food areas.
WEAR HAIR RESTRAINTS	Confine hair to prevent contamination of food and utensils.
CLEAN ALL WORK AREAS	Remember: <i>“If you have time to lean, you have time to clean!”</i>
Following these guidelines is good for public health protection and is good for business!!!	

FOOD BOOTH CONSTRUCTION REQUIREMENTS



1. A waterproof roof must cover all booths.
2. Booth must be enclosed on three sides. Screening may be used where ventilation is needed, (i.e. summer special events). This requirement would not apply to booths where all food items are prepackaged.
3. Enclose booth from the front service counter to the ground. Covered tables can be used.
4. The floor of the booth must be a cleanable surface. Cement, blacktop, wood or a plastic tarp is acceptable. Booth cannot be placed directly on dirt or grass.
5. All food prep must be done at the rear of the food booth. If smoke or heat is a problem, meats can be cooked outside the booth in a protected area.
6. The front of the booth can be used for food service only. If any exposed food items are placed on the front service counter, a sneeze guard must be provided.
7. Five containers must be provided. One for hand washing discard bucket, three for utensil washing (Wash, Rinse, Sanitize) and one for the storage of wiping cloths in a sanitizing solution.
8. Provide a covered container for trash and garbage.

HANDWASHING

TEMPORARY FOOD BOOTHS

A HANDWASHING STATION MUST INCLUDE:

**POTABLE RUNNING WATER; LIQUID SOAP
IN A DISPENSER; PAPER TOWELS;
CONTAINER FOR WASTE WATER. WATER
CONTAINER MUST BE CLEAN AND HAVE A
VALVE OR SPIGOT THAT REMAINS OPEN TO
ALLOW FOR ADEQUATE HANDWASHING.**

