

# A Guide to Setting up and Operating a Temporary Food Service Operation

This guide contains the basic information concerning the setting up of and the operation of a temporary food service. It is offered by Southern Seven Health Department as an aid in the set up and operation of a temporary food service operation. A temporary food service is a food establishment that operates at a fixed location for a period of time not longer than 14 consecutive days in conjunction with a single event such as a fair, festival, fund raising, carnival, etc. All food service operations are required to obtain a permit to operate under the requirements of the Illinois Department of Public Health Food Service Sanitation Code. The permit is required to be on display to the public during operation and is valid for 14 consecutive days or less. Because each temporary food service operation is different it is difficult to write out a complete guide that a temporary food service operation is to be considered separately by the Health Department before the exact requirements that the temporary food service operation must meet are known. The requirements for a temporary food service serving prepackaged products are different from those of one servicing hot cooked products. The requirements contained herein for a temporary food service operation are taken from County Ordinances, Illinois Department of Public Health Food Service Sanitation Code, and the State of Illinois Plumbing Code. The requirements outlined in this guide are general in nature and are not intended to specify all the requirements that a temporary food service operation must meet. This guide does not cover any requirements imposed by other regulators. Before any temporary food service begins operation other interested parties should be contacted. These may include city officials, county officials, Department of Labor, your insurance carrier, etc.

## Obtaining a Temporary Food Service Permit

A temporary food service permit application may be obtained from the Local Health Department located in the county in which the event takes place. A list of the Local Health Department offices is located in the back of this guide. The application must be completed and reviewed by the Health Department prior to operation. It is recommended that the application be returned a minimum of two weeks before the event. The fee may be paid at this time. A permit fee is required for all temporary permits, except for non-profit organizations.

## Definitions

<u>Definitions</u>	<u>Examples</u>
<b>Non- Potentially Hazardous Food</b> shall mean any food shown not to support the rapid and progressive growth of infectious or toxigenic microorganisms	cookies, breads, potato chips, popcorn, candy bars, fruit pies, baked goods, etc
<b>Potentially Hazardous Food</b> shall mean any food which consists in whole or in part of milk or milk products, eggs, meat, poultry, fish shellfish, edible crustaceans, or other material or synthetic ingredients capable of supporting rapid and progressive growth of infectious or toxigenic microorganisms	hamburgers, tacos, hot dogs, chili, cream pies, cooked rice, potatoes, beans, etc.

## Restricted Operations

### Approved Foods

**Only those potentially hazardous foods requiring limited preparation, such as hamburgers and frankfurters, which require seasoning and cooking, shall be prepared and served. The preparation or service of other potentially hazardous foods, including pastries filled with cream or synthetic cream, custards, and similar products, and similar products, and salads or sandwiches containing meat, poultry, eggs, or fish is prohibited. This prohibition does not apply, however, to any potentially hazardous food that has been prepared and packaged under conditions meeting the requirements of this Part, is obtained in individual servings, is stored at a temperature of 41degrees F. or below, or at a temperature of 140 degrees F. or above in facilities that meet the requirements of this Part and is served directly in the unopened container in which it was packaged.**

### Food Sources

Only food from an approved source maybe served. Home canned and home prepared foods, and the use of raw milk is prohibited.

## Food Protection

**Food shall be protected from contamination and maintained at proper temperatures at all times including during storage, preparation, display, and service. All potentially hazardous foods shall be kept at below 41 degrees F. or above 140 degrees F. at all times, except for periods of preparation. Foods shall be kept covered at all times.** The public shall not be allowed to help themselves from open containers. Food shall be stored at least 6 inches off of the floor/ground. Prepackaged foods may not be stored in direct contact with water or undrained ice. Ready-to-eat foods may only be dispensed with tongs, deli paper, spatulas, or single-use gloves. Bare hand contact with ready-to-eat foods is prohibited. Only single service articles (Styrofoam cups, plates, plastic utensils, etc.) maybe provided to the consumer for use. Condiments, such as ketchup, mustard, coffee creamer, sugar, etc. may only be served in individual packets or from squeeze or pump containers. The re-use of original company squeeze or pump containers is prohibited. Food should not be cooked ahead of time stored, then reheated, if possible. Food maybe cooked on outside grills as long as they are covered, by a roof or other means, no open grills will be allowed.

## Temperatures

**Hazardous foods shall be cooked to the proper temperature for 15 seconds before serving and checked with a properly calibrated thermometer.**

**Eggs for immediate service and other fish and meat            145 Degrees F.**

**Pork, eggs not prepared for immediate service, injected 155 Degrees F.  
meat, and commentated (ground) fish and meat**

**Poultry, stuffed fish, stuffed pasta, or stuffed meat            165 Degrees F.**

**All potentially hazardous foods that have been cooked and then refrigerated shall be rapidly reheated to 165 degrees F. or more before being served or placed in a hot holding storage unit. Hot holding units, steam tables, crock pots, may not be used to reheat foods.**

**Do not thaw food at room temperature. Foods are to be thawed in refrigerated units at temperatures not to exceed 41 degrees F., under cold running water (70 degrees F. or less), in a microwave oven, or as part of the cooking process.**

## Ice

Ice that is consumed or that contacts food shall be from an approve source. The ice shall be obtained only in chipped, crushed or cubed form and in single-use food-grade plastic or wet-strength paper bags filled and sealed at the point of manufacture. The ice shall be held in these bags until used, and when used, it shall be dispensed in a way that protects it from contamination. Ice shall be dispensed only by an approved automatic dispensing unit or with an approved ice scoop. The use of cups or hands is prohibited.

## Ice

Do not store prepackaged food in direct contact with ice, except that cans or bottles of non-potentially hazardous beverages may be stored in water that contains at least 50 parts per million of available chlorine and is changed often enough to keep both the water and containers clean. Wrapped sandwiches shall not be stored in direct contact with ice.

## Hand Washing Facilities

A facility shall be provided for employee handwashing. Where water under pressure is unavailable, such facility shall consist of at least a pan, warm water, soap, and individual paper towels. The wash water shall be changed frequently.

## Dishwashing Facilities

Dishwashing facilities must have a supply of clean potable water, a supply of hot water, have three clean containers using the wash, rinse, and sanitize method of washing dishes (the sanitizing solution must be at least 50 ppm if using chlorine), use appropriate test strips, and store detergents and sanitizers separately from food items.

## Temporary Food Service Workers

Temporary Food Service workers must wear hair restraints, wash hands frequently, (before starting work, after smoking, eating, drinking, or after using the restroom), wear clean clothes, and workers may not smoke, eat, or drink while working. Workers may not work if sick or have open sores or infected cuts on their hands.

## Water

Enough potable water shall be available in the establishment for food preparation, for cleaning and sanitizing utensils and equipment, and for hand washing. A heating facility capable of producing enough hot water for these purposes shall be provided on the premises. A coffee maker may be used provided only a limited amount of hot water is needed. **If the site is to be supplied by a potable water source under pressure, a food grade hose bearing the National Sanitation Foundation (NSF) seal or equivalent is to be used. Garden hoses and sources from yard hydrants are prohibited.**

## Waste Handling

All sewage, including liquid waste, shall be disposed of according to law. Provide an adequate number of durable lined, garbage containers large enough to meet needs. Dispose of solid and liquid wastes properly. Do not dump liquid waste into streets, storm drains, creeks, or on to the ground. Do not discard grease in to a sanitary sewer.

## Concession Construction Requirements

A covered structure shall be required for all food preparation areas and service areas, except that non-potentially hazardous prepackaged commercial foods (potato chips, candy, cookies, etc.) and non-potentially hazardous beverages (canned or bottles soda, bottled water etc.) may be sold in the open, but are still required to be protected from contamination.

The structure is to include:

Floors made of concrete, tight wood, asphalt, or similar cleanable materials, except that dirt or gravel floors may be used if graded to preclude the accumulation of liquids and covered with removable, cleanable platforms or duckboards.

Ceilings shall be made of wood, canvas, or other material that protects the interior of the establishment from the weather. Walls and ceilings of the food preparation areas shall be constructed in a way that prevents the entrance of insects. Doors to food preparation areas shall be solid or screened and self-closing. Screening material used for walls, doors or windows shall be at least 16 meshes to the inch.

Counter-service openings shall not be larger than necessary for the particular operation conducted. These openings shall be provided with tight-fitting solid or screened doors or windows or shall be provided with fans installed and operated to restrict the entrance of flying insects. Counter-service openings shall be kept closed, except when in actual use.

## Refrigeration Requirements

Enough refrigeration units shall be provided to keep food products at 41 degrees F. or below at all times. Units used to work from shall be kept at the proper temperature at all times.