



**DEPARTMENT OF ENVIRONMENTAL HEALTH
CONSUMER PROTECTION DIVISION**

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MOBILE FOOD FACILITY (MFF) SELF-INSPECTION CHECKLIST

Permit decals are issued during the scheduled initial permit and annual permit renewal inspections. Vehicles are not permitted to operate without a valid permit. To schedule a permit renewal inspection, please submit the commissary agreement form(s), route sheet, and a copy of the menu and vehicle registration.

Please arrive on time for your inspection with all hot and cold holding equipment in operation. If you are 15 minutes late, you may be asked to reschedule. Failure to meet the requirements listed below may result in a delay in permit issuance. Please be prepared to wait in the event the inspection prior to your appointment runs longer than expected.

Your inspection is scheduled for: _____ Time: _____

MOBILE FOOD FACILITY Requirements:	
	Approved <i>active mechanical refrigeration capable</i> of maintaining cold foods 41°F or below at all times. Arrive with food containers (inserts) at top section of the food preparation refrigeration unit(s). Cold plates are no longer permitted in refrigerators storing potentially hazardous foods. Only freezers storing prepackaged frozen ready-to-eat foods are permitted to have cold plates.
	Hot holding equipment capable of maintaining hot foods at or above 135°F.
	Adequate supply of hot (120°F minimum) and cold running water of adequate pressure available at unobstructed and accessible 3-compartment sink.
	Adequate supply of warm (100°F minimum) and cold running water of adequate pressure available at unobstructed and accessible handwash sink.
	Soap and paper towels in dispensers at the handwash sink. A wall-mounted paper towel dispenser is required.
	Free of vermin infestation and free of dead insects/rodents/droppings.
	Approved probe thermometer accurate within ±2°F. Recommend thermometers with a calibration function.
	Accurate thermometers in all refrigeration units and hot holding/warming units.
	All drain lines free of leaks and connected to wastewater tank.
	Waste lines equipped with proper cap and valve assemblies.
	Protective screen (filter), cap and valve for water inlet.
	Mechanical ventilation equipment in good operating condition and equipped with approved baffle filters.
	All seams, holes, and gaps are sealed, smooth and easily cleanable.
	Cutting boards are smooth, easily cleanable and in good repair. Maplewood is the only wood approved for food contact.
	First-aid kit (enclosed case) and located in a convenient area.
	Wall-mounted, minimum 10 BC rated approved fire extinguisher.
	All equipment is NSF/ANSI certified.
	Shatterproof covers/bulbs at all light fixtures.
	Identification is permanently affixed on the consumer side of a non-motorized (non-occupied) vehicle and on both sides of a motorized (occupied) mobile food vehicle. Motorized mobile food vehicles and mobile support

	units shall have the required identification on both sides. The business name must be at least 3-inch lettering, name of the permittee if different from the business name, and commissary address must be at least 1-inch lettering. The color of each letter and number must contrast with the background.
	Drinking water safe hose to obtain potable water AND a separate hose for cleaning the vehicle.
	Approved sanitizer with appropriate test strips available for wiping cloths, food service utensils and equipment. Use chlorine (unscented bleach) or quaternary ammonium (QUAT).
	Wiping cloth sanitizing buckets/pails and a clean supply of wiping cloths.
	Approved emergency exit (minimum 2 feet x 3 feet) in the side opposite the main exit door, roof, or the rear of the unit. The exit shall be labeled "Safety Exit" with at least 1-inch high lettering.
	Self-closing device present on doors of the food preparation area.
	Tight-fitting screens present at ceiling openings.
	Positive closing lids and latches for coffee urns, fryers, and steam tables.
	Pass-through window openings not to exceed 216 square inches with at least an 18" separation. Screening material is at least 16 Mesh per square inch and the pass-through screen is self-closing.
	All food obtained, stored and prepared at an approved food facility. No food or equipment is to be prepared or stored at home.
Additional requirements:	
	Valid Food Safety Manager Certificate and copies of the Food Handler's Card(s) available on the MFF.
	DEH placard and permit posted in public view.
	Copy of the most recent inspection report available on the MFF.
	Operate within 200 feet of an approved and readily available toilet and handwashing facility whenever the MFF is stopped to conduct business for more than a one-hour period.
	Test for propane leaks.
	Fire suppression system requires bi-annual inspections and the fire extinguishers require annual inspections.
	Class K extinguisher for cooking media (grease).
	Generator exhaust to be directed away from consumers and food handlers.
	Gasoline may not be stored inside the MFF under no circumstances.
	Valid HCD Insignia affixed to vehicle – vehicle modifications may warrant a HCD inspection.
	Operate with a valid Environmental Health Permit. Schedule the annual renewal inspection in advance, more than 8 weeks to ensure your permit is renewed prior to your permit expiration date. All mobile food vehicles found operating without a permit will be closed and assessed a penalty.
	Fire Code Standards may be found at http://unidocs.org/fire/ (UN-105).

This document serves as guidance and is not inclusive of all mobile food requirements.