

COUNTY OF SANTA CLARA

TEMPORARY FOOD FACILITY REQUIREMENTS

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TEMPORARY EVENTS WEBSITE

- www.EHinfo.org
 - Programs and Services
 - Consumer Protection Division
 - Temporary Events
 - Fee Schedule
 - Description of Risk Categories
 - Applications and Forms
 - Temporary Event Requirements

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TEMPORARY EVENT PERMIT

- Temporary Event Permits are required if food or beverages are sold or given away to the public at public events
 - For example: festivals, fairs, circuses, sporting events, grand openings, food fundraisers, etc.
 - *Exception:* Events organized by Non-Profit organizations that receive 100% donated food (includes beverages) from For-Profit food facilities may qualify for a Craven Act Exemption. Contact the Temporary Event Program Senior for information and forms
- PRIVATE events do NOT require a Temporary Event Permit
 - For example: birthday parties, weddings, closed meetings, etc.

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PRE-OPENING REQUIREMENTS

1. Valid permit issued by DEH
2. Approved potable water supply
3. Booth correctly constructed
4. Hand-wash facilities set up and operational
(Except in booths with all pre-packaged food)
5. Warewashing facilities set up and operational
(Except in booths with all pre-packaged food)
6. Adequate number of temperature controlled equipment, if facility handles potentially hazardous foods

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1. VALID PERMIT

- Temporary Food Facility Permit
 - Required whenever food or beverages are distributed to the public at a public event. This includes food given away for free.
 - Each permit is valid only for the single event and location
 - Every booth must have a permit
 - Permits will be sent to the Event Coordinator
 - Post the permit in public view at the event

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1. VALID PERMIT

- Application submittal
 - Submit Temporary Food Facility application(s) and applicable permit fee(s) at least 2 weeks before the event to the Event Coordinator
 - Applications received within 2 weeks of the event date are charged a 25% late fee
 - Applications received within 1 week of the event date may not be approved
 - Annual Temporary Event Permit holders with current County of Santa Clara annual permit must submit applications. Late fees apply if submitted within 2 weeks *these permits are not common

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1. VALID PERMIT

- Application submittal
 - Mobile Food Facilities (cart, truck or trailer) with a *valid permit and decal issued by Santa Clara County* do not need to submit an application or fee
 - Mobile Food Facilities that are out-of-county are required to submit an application and fee, along with a copy of their current MFF permit issued by a CA local enforcement agency. If conducting advanced food preparation, need a copy of the permit for that kitchen/commissary
 - Out-of-county MFFs will receive a temporary permit for the event

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2. POTABLE WATER

- Must have an approved supply of potable water.
 - Commercially purchased bottled water
 - Municipal water
 - Approved well water
 - Back-flow device
 - Food-grade hose



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3. BOOTH CONSTRUCTION

- **Pre-packaged foods** – no open food or drinks
- Minimum requirements
 - Overhead covering (canopy)
 - Cleanable flooring
 - *Cleanable floor:* asphalt or concrete is approved flooring. If on dirt, grass or other porous material, additional flooring such as a tarp or plywood is required. (see next slide)



Note: Fire Department requires cooking booths to have a non-flammable floor covering. Blue poly-tarps are not non-flammable

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3. BOOTH CONSTRUCTION

Dirt, grass, decomposed granite, or porous surfaces



require additional flooring such as a tarp or plywood.



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3. BOOTH CONSTRUCTION

- Overhead protection with no side walls allowed IF:
 - Selling pre-packaged food only
 - Sampling pre-packaged or pre-portioned food samplesExamples:
 - Sauce is distributed into a sample cup for customer
 - Pre-cut bread cubes (prepared in approved kitchen and stored in a shaker bottle) are dispensed to the customer. Oil (from bottle with pour spout) is drizzled over bread sample
 - Dipping pita chip (stored in food compartment) into hummus and serving to customer



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3. BOOTH CONSTRUCTION

- Overhead protection with no side walls allowed IF:
 - Storing pre-portioned, unpackaged food items (e.g. cookies, cupcakes, donuts, samosas) in food compartments, served by operator to customers upon order using tongs or tissue. No self-service.
 - Food compartment must be of solid construction/non-absorbent with a tight fitting lid/door and must fully enclose all food, food-contact surfaces and the handling (service) of non-prepackaged food
- Minimum requirements
 - Handwash Station
 - Warewash Station



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3. BOOTH CONSTRUCTION

- Fully enclosed booth with 4 sidewalls required for operations conducting food preparation activities i.e. food assembly, portioning, slicing, cooking, etc.
 - Screening shall be at least 16 mesh per square inch
 - Window openings are limited to 216 square inches (approximately 1 foot x 1.5 feet) and shall be spaced at least 18 inches apart
- Minimum requirements
 - Overhead covering
 - Cleanable flooring
 - Handwash station
 - Warewash station



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3. BOOTH CONSTRUCTION

- Beverage Permit –
 - Limited to bulk dispensing of drinks, prepackaged bottled water/soda, beer (keg, jockey boxes, beer trailers), wine, margaritas (bottled, machines)
 - Food preparation not allowed i.e. salting of cups, cutting/adding fruit or ice, shaking, etc.
- Minimum requirements (pop up umbrella or canopy)
 - Overhead covering
 - Cleanable flooring
 - Handwash station



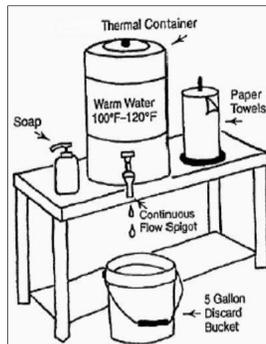
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4. HANDWASH STATION

- Required if unpackaged food is handled
- Prior to any food handling, handwash station must be operational **INSIDE** the booth
 - Water container filled with warm water, with a spigot that locks in open position
 - Liquid hand soap
 - Catch bucket for liquid waste
 - Paper towels single use
 - Garbage can for used paper towels



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5. WAREWASHING

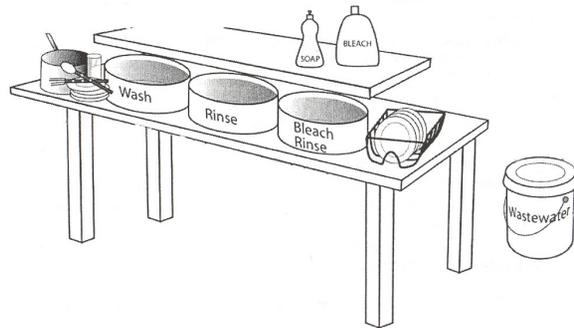
- Required if unpackaged food is handled
- Warewashing facility must be operational **INSIDE** booth before food preparation begins.
- Set up 3 containers large enough to hold the largest utensil or equipment
 1. Soapy water
 2. Clean rinse water
 3. Sanitizer solution
 - 100ppm chlorine = 1 tablespoon chlorine (unscented bleach) plus 2 gallons water
 - Test strips to test sanitizer solution



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5. WAREWASHING



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6. HOT/COLD HOLDING EQUIPMENT

- Provide enough hot & cold holding equipment to ensure proper temperature control
- BBQs may not be used for hot-holding food. They are for cooking only



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CDC 5 RISK CONTROL FACTORS

- Center for Disease Control has identified the following five risk factors as the most likely to cause food-borne illnesses:
 1. Poor Personal Hygiene
 2. Improper Holding Temperatures
 3. Improper Cooking Temperatures
 4. Cross Contamination
 5. Food from Unsafe Sources

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APPROVED SOURCE

- Food must come from approved sources
- NO HOME FOOD PREPARATION
**exception – CFO Class A/B



- Food can only be stored at an approved facility; food cannot be stored at home **

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HANDWASHING

- Food handlers must wash hands frequently to prevent contamination of food

- Examples:

- Upon arrival to food booth
- After eating
- After using the restroom
- After touching face, hair
- After coughing, sneezing
- After smoking
- After handling raw meats
- After touching garbage



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HANDWASHING



- Glove use
 - Required if you have a cut or sore
 - Gloves are not a substitute for handwashing
 - If gloves get dirty or contaminated, you must change the gloves. Do not wash gloves
 - You must wash your hands *before* you put on gloves...each time!
- Hand sanitizer is not a substitute for washing hands with soap
- Use food-grade single use gloves

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HANDWASHING

- Warm water (not hot water) is required when handling open food or beverages
- Heat water at the commissary or at the food booth
- Store in insulated food-grade container with a spigot that locks in open position



Not approved to store hot water for consumption, but allowed for handwashing

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EMPLOYEE HEALTH

- Employees experiencing sneezing, coughing or runny nose shall not work within the Temporary Food Facility
- Employees with a communicable disease shall be excluded from the Temporary Food Facility



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EMPLOYEE HABITS

- Personal items stored separate from food operation items
- Good employee hygiene
- No open cuts, sores. Apply bandage to wound then wear gloves
- Long hair restrained
- Wear clean clothing
- No smoking allowed
- No watches, rings
- No nail polish, artificial nails



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POTENTIALLY HAZARDOUS FOOD

- Also called "PHF"
- What does PHF mean?
 - A food that requires time or temperature control to limit pathogenic micro-organism growth or toxin formation
- Non-PHF does not include
 - A food with an aw value of 0.85 or less (i.e. dry uncooked pasta, baked goods)
 - A food with a pH level of 4.6 or below when measured at 75°F (i.e. commercially prepared salad dressings)

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POTENTIALLY HAZARDOUS FOOD

- Examples:
 - Food of animal origin (chicken, beef, pork, etc.) that is raw or heat-treated (cooked, boiled, etc.)
 - Food of plant origin (fruit and vegetables) that is heat-treated
 - Raw seed sprouts or soy products



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POTENTIALLY HAZARDOUS FOOD

- Examples:
 - Cut (sliced) melons, cut tomatoes or mixtures of cut tomatoes
 - Garlic-in-oil mixtures (unless commercially manufactured)
 - Milk and dairy products
 - Cooked rice, beans and pastas



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TEMPERATURES

- Minimum cooking temperatures
 - Pork, egg, fish = 145°F
 - Ground meat = 157°F
 - Poultry, stuffed foods = 165°F
 - Reheating = 165°F

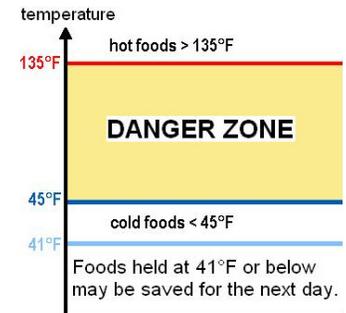


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TEMPERATURES

- Hot & Cold Holding
 - Hot hold foods at **135°F** or above.
 - Discard hot foods at the end of the day
 - Cold hold foods at **45°F** or below
 - For up to 12 hours in a 24-hour period, then discard at the end of the day
 - **Foods held at 41°F at all times may be used the next day**



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TEMPERATURES

- Provide a probe thermometer to check temperatures.
 - Clean and sanitize between uses
 - Wash, rinse, sanitize
 - Alcohol wipes may be used to sanitize



- No glass thermometers.



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TEMPERATURES

- Metal Stem Thermometer Calibration.
 - To ensure the thermometer is accurate
 - 2 methods: Ice Point, Boiling Point



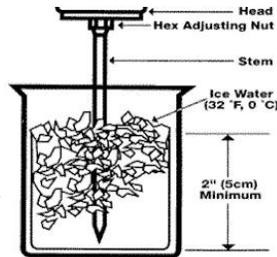
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TEMPERATURES

- **Ice Point Thermometer Calibration Method**
(for cold temperatures)

- Fill a glass with crushed ice. Add potable cold water to the top of the ice and stir well
- Insert thermometer at least 2 inches into the mixture. Do not touch the sides or bottom of the glass. Wait at least 30 seconds before adjusting
- Without removing the stem from the ice, hold the adjusting nut under the head of the food thermometer with a suitable tool and turn the head so the pointer reads **32°F**



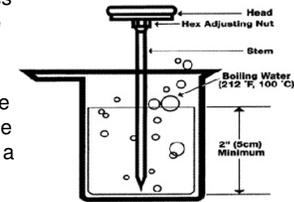
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TEMPERATURES

- **Boiling Point Thermometer Calibration Method**
(for hot temperatures)

- Bring a pot of potable water to a full rolling boil
- Insert thermometer at least 2 inches into boiling water. Do not touch the sides or bottom of the pot. Wait at least 30 seconds before adjusting
- Without removing the stem from the pot, hold the adjusting nut under the head of the food thermometer with a suitable tool and turn the head so the thermometer reads **212°F**



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FOOD PROTECTION

- All food handling to be conducted inside food booth
- Store all food and equipment off the floor



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FOOD PROTECTION

- Prevent cross contamination
 - Store raw animal products below and separate from cooked and ready-to-eat foods



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- After handling raw foods, thoroughly wash hands and wash, rinse and sanitize equipment, utensils and work area

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FOOD PROTECTION

- Wiping towels

- If used more than once, wet wiping towels shall be stored in a solution of sanitizer

- For example,
100 ppm chlorine =
1 tablespoon unscented bleach
in 2 gallons water

- Label the sanitizer container



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FOOD PROTECTION

- Food/Beverage Sampling

- Open food/beverage samples or portioning activities must have a handwash station and warewash station within the booth

- Unpackaged food and beverages must be protected from contamination. Some examples:

- Provide a sneeze guard
 - Store samples behind the customer counter and under control of the booth operator
 - If booth is outside, a fully-enclosed food booth is required for operations conducting food preparation activities, such as food assembly, portioning, slicing, cooking, etc.

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FOOD PROTECTION

- Examples of sneeze guards
- Used for indoor events



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CUSTOMER SELF SERVICE

- Consumer utensils shall be only single-use
- Condiments available for customer self-service must be pre-packaged or in approved dispensing devices; open containers of condiments are not allowed



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OUTSIDE COOKING

- BBQs, deep fryers and other cooking equipment may be located adjacent to the food booth IF required by the local Fire Department
- Hot holding of cooked foods are not allowed outdoors



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OUTSIDE COOKING

- Perimeter fencing (caution tape, barrier, fence, etc.) is required to prevent public access to outside cook area



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OUTSIDE COOKING

- BBQ's, deep fryer baskets, etc. are NOT approved as hot-holding equipment. They are for direct cooking only
- After cooking, food is to be brought inside the booth and placed in hot-holding equipment

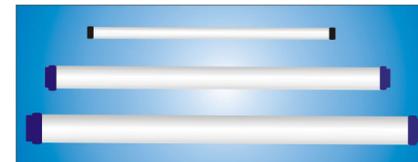


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LIGHTING

- Adequate lighting shall be provided
- Light fixtures over food or food preparation areas must have shatterproof light bulbs or covers



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FOR-PROFIT VENDOR SIGNAGE

- Facility name, city, state, zip code, and name of permittee (if different from facility name) must be posted on the food booth
 - Facility name = 3 inches high lettering
 - City, state, zip code = 1 inch high lettering



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RESTROOMS

- At least 1 toilet facility for every 15 food service workers shall be provided within 200 feet of each food booth
- Each toilet facility shall have adjacent hand washing facilities



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WASTE DISPOSAL

- Leak-proof trash container must be provided inside booth
- Liquid waste shall be properly disposed of to the sanitary sewer such as a janitorial sink or graywater tank
- Grease and oils shall be properly disposed such as in a tallow bin
- Spent charcoal shall be properly disposed in a metal waste container



CONDITIONS FOR CLOSURE

EXAMPLES:

1. Lack of valid health permit
2. Inadequate supply of potable water
3. Lack of adequate hand wash facilities
4. Lack of adequate utensil wash facilities
5. Food from an unapproved source
6. Employees or food handlers with signs of communicable disease
7. Lack of full booth enclosure when non-prepackaged food is present
8. Improper hot/cold holding temperatures
9. Improper water or wastewater connections

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