



## TEMPORARY FOOD ESTABLISHMENT REQUIREMENTS

A Temporary Food Service Establishment means a food service establishment where food is offered for sale or sold at retail from a fixed, temporary facility in conjunction with a single event or celebration not to exceed the duration of the event or celebration.

A temporary food service establishment, which prepares and serves food to the public, must comply with the following requirements. The Health Authority may impose additional requirements to protect against health hazards related to the conduct of the temporary food service establishment, may prohibit the sale of some or all potentially hazardous foods, and when no health hazard will result, may waive or modify these requirements.

### GENERAL REQUIREMENTS

#### 1. Physical Facilities

- A. **Floors:** Floors shall be constructed of concrete or machine-laid asphalt and sloped to drain. Floors may be dirt or gravel if it is covered with mats, removable platforms, duckboards or other suitable materials.
- B. **Walls and Ceilings:**
  - 1. Walls and ceilings shall be made of wood, canvas, or other material that protects the interior of the establishment from weather-related contamination. Walls and ceilings of food preparation areas shall be constructed in a way that prevents the entrance of insects.
  - 2. Doors to food preparation areas shall be solid or screened and shall be self-closing. Screening material used for walls, doors, or windows shall be at least 16 mesh to the inch.
  - 3. If screening is used, drop canvas or quickly installed siding shall be readily accessible for installation for protection against the elements of weather.
  - 4. Counter-service openings shall not be larger than necessary for the particular operation conducted. These openings shall be provided with tight-fitting solid doors or windows. Counter openings without solid windows or doors shall prevent the entrance of insects by:
    - a. Screening material at least 16 mesh to the inch.
    - b. Properly designed and installed air curtains
    - c. Properly designed and installed fans
    - d. Other effective means
- C. **Lighting:** Lighting shall be adequate and shielded.



## **2. Water System:**

A temporary food service establishment must have running water from an approved source or provide a potable water system under pressure by pump or gravity. The water supply can be commercially bottled drinking water, portable water containers, water tanks, or hoses connected to an adjacent approved supply. Restroom facilities shall not be used as a potable water source.

## **3. Waste:**

- A. All waste water shall be disposed into the sanitary sewer system or other approved onsite sewage system. Disposal of liquid waste into storm sewers is prohibited.
- B. Garbage and refuse must be stored in a non-absorbent container with a tight-fitting lid. Garbage and refuse shall be disposed of often enough to prevent the development of odor and the attraction of insects and rodents. Premises must be clean and free from litter and debris.

## **4. Hand-washing Facilities:**

A conveniently located and accessible handwashing facility shall be available for employee hand-washing. The handwashing container must contain at least 5 gallons of 100 °F water that is dispensed in a hands free manner. Containers with self-closing spouts are not acceptable.

Soap and paper towels must be provided at the handwashing facility. This facility shall be available at all times during operation and shall be used for no other purpose. A container must be provided to catch the waste water.

The use of disposable gloves can provide an additional barrier to contamination, but gloves are no substitute for hand washing. Frequent and thorough handwashing remains the first line defense in preventing foodborne disease.

## **5. Toilet Facilities:**

Toilet facilities need not be provided within the establishment but must be conveniently located to the establishment. Toilet facilities must be kept clean and provided with toilet tissue. Toilet facilities must be fly-tight with self-closing doors or lids. Portable toilets are acceptable if they meet the above mentioned criteria.

## **6. Equipment:**

Equipment shall be located and installed in a way that prevents contamination and that also facilitates cleaning the establishment. Food contact surfaces of food preparation equipment and utensils shall be non- absorbent, easily cleanable, and in good repair. Food contact surfaces of equipment shall be protected from potential contamination.



## 7. Food Preparation

- A. All food must be from an approved source and/or licensed facility or prepared in the temporary food establishment.
- B. All meat items must be either USDA or Oklahoma Department of Agriculture inspected (exception for bison meat, inspection verifications from other states are approved).
- C. Specifically Prohibited Foods: Foods may not be prepared at home and transported to the event. Food products may not be prepared and transported from previous events.
- D. Food products prepared in local food establishments shall be transported in approved containers or equipment designed to maintain proper temperatures.
- E. Ice shall be obtained in single-service closed containers of an approved type, and shall be dispensed from a clean and sanitized bin that is self-draining, non-absorbent and of easily cleanable construction. A proper cover shall protect the ice. An approved ice scoop shall be provided and used.
- F. At all times, including while being stored, prepared, displayed, dispensed, packaged, or transported, food shall be protected contamination. Food and single use items must be stored 6 inches off the floor.
- G. The temperature of potentially hazardous foods shall be held at 41°F or below or at 135°F or above, at all times, except during necessary times of preparation. All food shall be cooked to the approved temperature.
- H. A numerically reading stem-type thermometer accurate to +/-2° F must be provided.
- I. No temporary food establishments may hold foods from one day to the next without sufficient refrigeration equipment to meet the requirements of the regulations and approval from the OCCHD.
- J. Storage of packaged food in contact with water or ice that is not drained is prohibited.
- K. Only single-service, disposable items are to be provided for customer use. All condiments must be available in single-service packets or from approved, sanitized dispensing units.

## 8. Equipment and Utensil Washing Facilities

All multi-use tableware, kitchenware, utensils, and food-contact surfaces of equipment shall be washed, rinsed and sanitized after each use and following any interruption of operations during which time contamination may have occurred.

Those temporary establishments that do not have a 3 compartment sink with hot and cold running water must provide three sturdy containers that are of adequate size to accommodate the largest utensils to be washed. A general-purpose detergent, chemical sanitizer, and appropriate test kit to check sanitizer concentration must be provided.



## 9. Wiping Cloths

Wiping cloths are required in all food preparation and food service areas. Cloths used for wiping food spills on kitchenware, food-contact surfaces of equipment and non-food contact surfaces shall be clean and rinsed frequently in a sanitizing solution and used for no other purpose. These cloths shall be stored in a labeled container of sanitizing solution between uses. The use of sponges is prohibited on kitchenware and food contact surfaces of equipment.

## 10. Personnel

- A. No person while infected with a disease transmittable by food, or a carrier of such disease, or a person afflicted with boils, infected wounds, or an acute respiratory infection, shall work in a temporary food establishment.
- B. All personnel must wear clean outer garments, maintain a high degree of personal cleanliness and conform to good hygienic practices while on duty.
- C. Any person engaged in food preparation, food service or utensil washing shall wash hands in the prescribed manner upon entering the food establishment, returning from the toilet, or changing from one operation to another.
- D. Personnel cannot use tobacco in any form while in food preparation, food service or utensil washing areas.
- E. Hair shall be properly restrained by the use of hairnets, hair spray or other effective means.



## CHECKLIST FOR TEMPORARY FOOD ESTABLISHMENT:

- Valid temporary food establishment permit(s) obtained from OCCHD
- Hand wash station setup and ready for use
  - A. 5 gallon container with non-self-closing spigot
  - B. Liquid soap in pump dispenser
  - C. Paper towels
  - D. Wastewater catch container
  - E. Water in container at minimum of 100°F
  - F. Equipment capable of heating water
- Food is from an approved source. Food invoices/receipts must be available at booth for the inspector
- Adequate supply of potable water at booth for a full days use
- Waste water containers and proper disposal site
- Booths with cleanable floor, approved walls and overhead protection
- Food preparation and food storage areas protected from public access
- Adequate containers, covers, wrappings or other means to effectively protect food from insects and environmental contamination
- Utensil cleaning station setup and ready for use:
  - A. 3 containers (sized to immerse all items)
  - B. Soapy water in 1st container
  - C. Clean rinse water in 2nd container
  - D. Sanitizing solution in 3rd container
  - E. Sanitizer and test strips
- Enough equipment provided to hold all Cold food at 41°F or below and all Hot food at 135°F or above
- Approved equipment to cook foods to the appropriate temperature
- Probe-type, metal stem food thermometer with proper range (0°F to 220°F)
- Utensils and disposable gloves provided to minimize hand contact with food
- Workers are wearing clean clothing and hair is effectively restrained
- Condiments provided in single-service, pump-type or squeeze containers
- Sneeze guards and barriers to protect exposed food and food work surfaces from customers

## Hand and Utensil Washing Guidelines for Temporary Event

### EXAMPLE OF HAND WASHING SET-UP

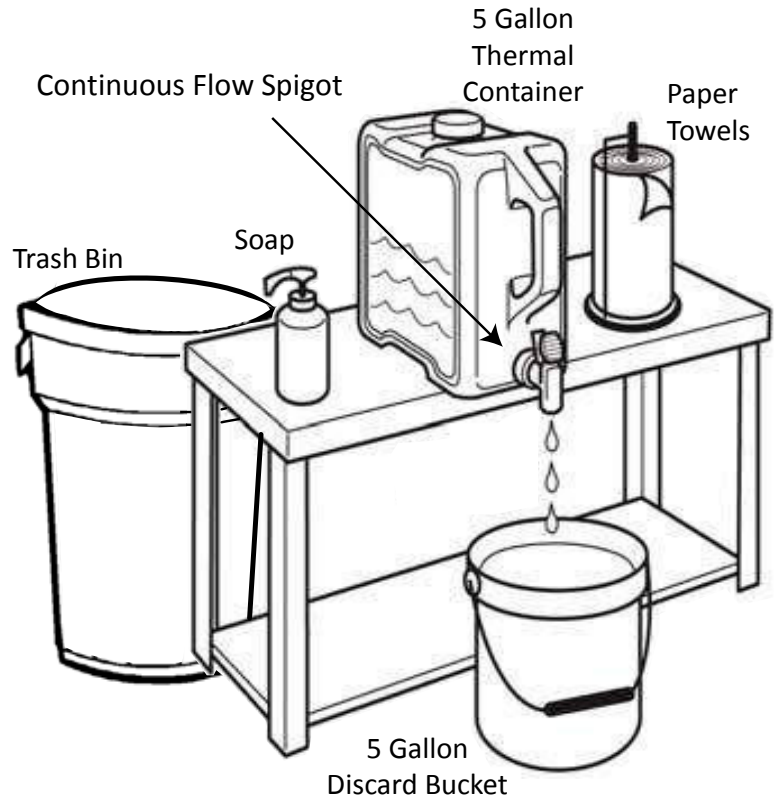
#### WASH HANDS:

##### Before:

- Starting work
- Handling Ready to Eat (RTE) food

##### After:

- Using restroom
- Sneezing
- Coughing
- Touching raw food
- Touching face or hair
- Eating or drinking
- Emptying garbage
- Smoking
- Any chance of contamination



### EXAMPLE OF UTENSIL WASHING SET-UP

- Step #1: Wash  
 Step #2: Rinse  
 Step #3: Sanitize  
 (1/2 tablespoon Bleach for every 1 Gallon of water)  
 Step 4: Air Dry

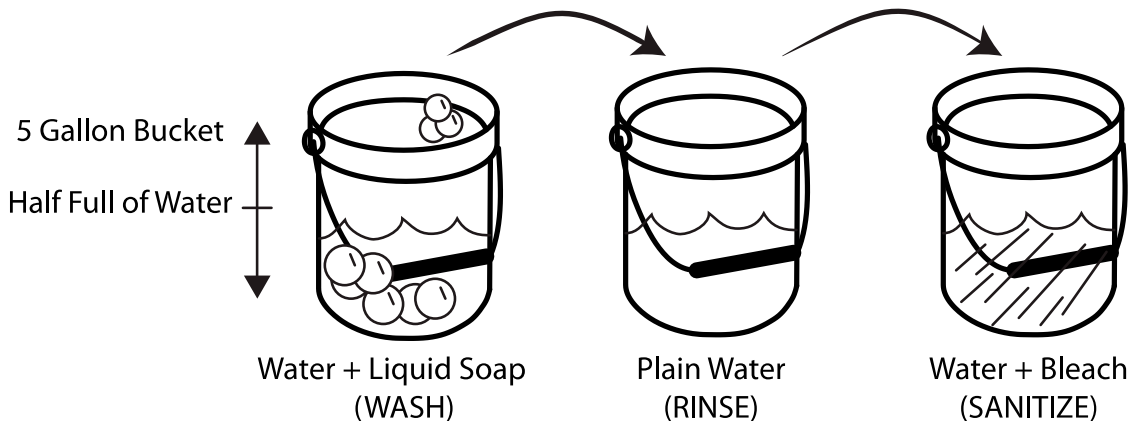


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## **FOOD SAMPLING REQUIREMENTS AT TEMPORARY EVENTS**

### **GENERAL**

All food sampling shall comply with applicable provisions of OSDH Chapter 257 Food Service Establishment Regulations. Food must be protected from contamination during storage, service, and preparation. The regulatory authority may impose additional requirements or prohibit sampling as deemed necessary to protect against health hazards.

### **FOOD SUPPLIES**

All food must be from an approved source, in sound condition, free from spoilage, filth, or other contamination. All food preparation must be conducted in an approved facility. No home preparation is allowed. Foods not prepared in an approved facility and any foods not from an approved source, are subject to embargo or destruction.

### **HAND WASHING SINK**

A conveniently located hand sink must be provided, even if gloves are worn. An exception may be made when all products for sampling are individually prepackaged. If a hand sink is not convenient (within 25 feet) then a temporary hand washing station must be provided at the sampling location. At a minimum, this must consist of a five-gallon container of 100° F water with a hands free type valve so that both hands can be washed at the same time. An adequately sized catch basin must be provided. Soap and paper towels shall be provided. Hand gels and wipes are not a substitute for hand washing.

### **SNEEZE GUARDS**

Adequate facilities (sneeze guards) shall be provided to protect food sampling operations from contamination during preparation and serving. This may require sneeze shielding at the preparation area or configuration of the sampling booth to provide sufficient separation of the exposed food from the customers.

### **COLD AND HOT HOLDING UNITS**

All refrigeration units shall:

- Be capable of maintaining food at 41°F or below at all times.
- Be provided with an accurate thermometer.

All hot storage or display facilities shall:

- Be capable of maintaining hot food at an internal temperature of 135 °F or above.
- Be provided with an accurate thermometer.



## **WAREWASHING FACILITY**

A three compartment sink is required if food is prepared for sampling. This requirement will be satisfied, if the retail store or event sponsor makes such facilities available. Three, adequately sized containers may be utilized if a three-compartment sink is not provided or available. Sanitizer test strips must be provided.

## **TEMPERATURE REQUIREMENTS**

Temperature requirements of Time/Temperature Control for Safety Foods shall comply with Chapter 257 for cooking, hot and cold holding. Time may be utilized as a control, provided proper logs are maintained to indicate foods are not held out of temperature for longer than four hours.

## **THERMOMETERS**

A metal stem product thermometer shall be provided to monitor food temperature requirements for cooking, hot holding and cold holding.

## **WIPING CLOTHS**

Operations that involve food preparation shall provide a container with a wiping cloth stored in an approved sanitizing solution.

## **GARBAGE AND REFUSE**

Receptacles for refuse will be provided and will be durable, cleanable, insect and rodent resistant, leak proof and non-absorbent.

## **CUSTOMER SELF SERVICE**

No self-service from bulk food containers shall be allowed for sampling. Additionally, uses of community dip containers are prohibited. Food shall be protected from coughs, sneezes, insects, and other contamination. Clean sanitized containers, tongs, and utensils shall be used.

Individual single use portion containers, food items on toothpicks, or papers must be utilized.

Self-service operations must be continuously monitored by the food vendor and approved by the Health Department. Foods shall be stored and handled in a manner that prevents cross contamination. If a sampling station is left unattended for any reason, all foods must first be stored in a secure manner, and upon resuming sampling operations; all surfaces shall be cleaned and sanitized. It is the operator's responsibility to destroy foods which have potentially been contaminated by coughs, sneezes, or other manner from the public.

## **LICENSING**

If any food is being sold in conjunction with sampling operations at other than a licensed retail store, an appropriate license must first be obtained.