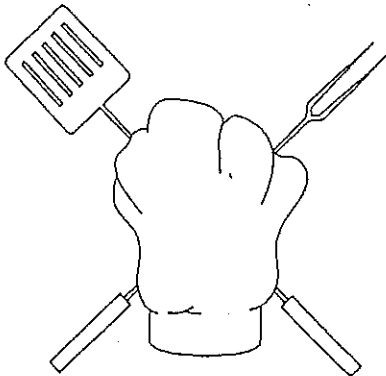
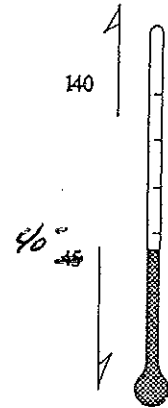
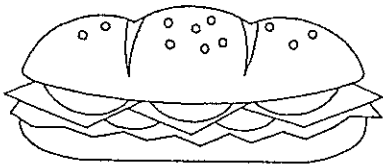


State of Florida

DOH

Guidelines for Temporary Food Service Events of 3 days or less



Procedures for Notification to the Local
HRS County Public Health Units for
Temporary Food Events

- 1) Event Sponsor or designated agent should contact the local HRS County Public Health Unit, office prior to the scheduled event concerning the type of food service event proposed and the time and location of the event. This notification may be completed by telephone, in person, or in writing.
- 2) Vendors may not operate until all sanitary requirements are met.
- 3) Contact office noted below, prior to opening of the event:

Office: DOH - Environmental
Health

Address: 4 Courthouse Square,
Ste. 1000,
Kissimmee, FL 34741

Phone #: 407-742-8606

NOTE: Temporary Events for three days or less that are operating at a HRS licenced facility will be subject to the requirements of 10D-13, F.A.C.

Health Risk

A food-borne illness is a disease that is transmitted to human beings by food. There are certain foods which are known to be more likely to cause food-borne illness than others. These foods are known as "POTENTIALLY HAZARDOUS FOODS." They are those foods which consist of, in part or in whole, any kind of meat, milk, milk products or eggs. Some examples of potentially hazardous foods are hot dogs, hamburgers, chicken, fish, pork,

beef and ham. Mixed salads using mayonnaise are included, these foods should be prepared from cold ingredients and rapidly cooled after preparation.

Potentially hazardous foods must be handled with great care, including clean hands, clean equipment and utensils and clean surroundings. Those foods requiring cooking should be thoroughly cooked and kept hot at no less than 140°F, or cooled quickly to a temperature of not more than 45°F.

There are many types of bacteria and viruses associated with causing food-borne illnesses. Some examples of these pathogenic bacteria are Salmonella, Staphylococcus, Clostridium perfringens and Clostridium botulinum (Botulism). Deaths from all of these have been recorded. Fortunately, deaths resulting from the first three mentioned have been rare. Some of these bacteria are spread through the air from coughing and sneezing. There are many other organisms which have been associated with not only potentially hazardous foods but also water and ice. The most common of these is a virus, Hepatitis. Hepatitis is spread through poor hygienic practices or through infected shellfish and contaminated water.

The most important steps to take in preventing the growth of bacteria are proper cooking, proper refrigeration, proper food protection and good hygienic practices.

Requirements for Temporary Food Service Events:

Food Supplies

All food, ice and beverage supplies must be from sources approved or considered satisfactory by the department and shall be free from spoilage, adulteration and misbranding, and safe for human consumption. It shall have been prepared, processed, handled, packaged, transported and stored in a sanitary manner so as to be protected from contamination and spoilage. The service or sale of home prepared food to the public is not permitted.

Food Protection

All food shall be protected from dust, flies, rodents or other vermin, toxic materials, unclean equipment and utensils, unnecessary handling, coughs and sneezes, flooding by sewage, overhead leakage and all other sources of contamination, while being stored, prepared, displayed and served. Where necessary, effective shields or covers shall be provided.

If food is handled, stored, prepared or served in an unsafe manner, the potential for growth of disease-causing organisms increases. Improper equipment and utensils can increase the likelihood of chemical or physical contamination.

All prepared foods, particularly those containing milk, eggs, meat, poultry, fish, shellfish, edible crustacea, should be kept at safe temperatures at all times.

HOT FOODS 140°F or above
COLD FOODS 45°F or below

These temperatures should be checked regularly with an accurate metal probe thermometer.

All cooling and heating equipment must be located in protected areas. Refrigeration units must have accurate thermometers.

Ice must be obtained from an approved source only in chipped, crushed or cubed form. Ice will be stored in containers that are smooth and easily cleanable and self-draining (use of styrofoam containers is prohibited).

The melt water shall be disposed of so as not to create a nuisance.

Ice used for food cooling purposes shall not be used for iced beverage consumption. Ice for consumer use shall be dispensed only by employees with scoops, tongs or other ice-dispensing utensils.

Packaged food may not be stored in direct contact with undrained ice.

Condiments (mustard, catsup, onions, etc.) shall be served in single service packages or covered self-closing containers to protect them from contamination.

Facilities

If the food service operation includes the sale of pre-packaged, non-potentially hazardous food or drink, the food packages shall be protected from dust, dirt, and other sources of contamination during storage and serving.

Overhead protection shall be provided at all food service operations when food is prepared or portioned on premises.

Utensils

When all necessary washing and sanitizing of utensils and equipment are conducted at an approved commissary or food service establishment, a utensil washing sink will not be required, except that, an adequate supply of spare preparation and serving utensils are maintained in the establishment and used to replace those that become soiled.

All food service operations at temporary food service events without effective facilities for cleaning and sanitizing tableware shall provide only single-service (paper, wood, or plastic) eating and drinking utensils such as plates, forks, spoons, etc. for use by the consumer.

Water

All food service operations which prepare food on premises shall provide an adequate supply of potable water for cleaning and employee handwashing. An adequate supply may be provided in clean portable containers equipped with on/off valves. Soap and single-service towels shall be available for handwashing and hand drying.

Water supplies that are not of a safe, sanitary quality may result in contamination of food, equipment, utensils, and hands. Potable (safe) water supplies shall be obtained only from an approved source and be handled, transported and dispensed in a sanitary manner.

Solid and Liquid Waste

Liquid waste which is not discharged into a sewer system shall be disposed of in a manner that will not create a public health hazard or sanitary nuisance.

Garbage and rubbish shall be disposed of in tight fitting covered containers and removed as often as necessary to prevent a sanitary nuisance. The premises shall be kept clean and free of any litter and garbage.

Toilet facilities for both male and female shall be provided.

Personnel

All personnel must wash their hands before beginning work.

Smoking or other tobacco product (snuff, chewing tobacco) use is prohibited in food preparation areas.

Personnel shall wear clean outer garments and wear hair restraints (hats, caps, hairnets).

All personnel shall have no open sores or skin infections, respiratory infections or nausea, (upset stomachs) or diarrhea.

Most pathogenic bacteria that cause food-borne illnesses are transmitted to foods by food service workers. For this reason it is important that employees maintain high standards of personal cleanliness and proper hygiene during work periods, before starting work, or when returning to work after any break in food preparation activities.

In summary, You can do your part in preventing food-borne illnesses by following these techniques:

1. Obtain foods from an approved source.
2. Wash hands thoroughly before and after handling foods.
3. Keep hot foods hot (at or above 140°F) and cold foods cold (at or below 45°F).
4. Heat foods quickly and cool foods rapidly.

5. Keep raw and cooked foods separate.
 6. Thaw foods properly.
 7. Don't use swollen, leaking or damaged cans.
 8. Use single service articles at all times.
 9. Keep foods covered and protected from dirt, insects, and human contamination.
 10. Don't store food items on ice used for beverages.
 11. Dispose of solid and liquid wastes properly and routinely.
 12. Minimize handling of foods before, during, and after preparation.
- When in doubt - throw it out!!!

Florida Administrative Code Chapter 10D-13, Temporary Food Service Events Rules:

10D-13.022 Definitions

"Temporary food service event" - Any event offering food service on the premises of a food service establishment approved by the department. These events are at a fixed location for a temporary period of time not to exceed 18 days in conjunction with a single event or celebration. *These guidelines are for events of 3 days or less.*

10D-13.0292 Temporary Food Service Events -

Food service operations at temporary food service events shall comply with all applicable sanitary requirements of this rule, unless otherwise exempted in this section.

(1) Notification

(a) Temporary food service event sponsors or vendors shall notify the local HRS county public health unit not less than three days prior to the scheduled event of the type of food service proposed and the time and location of the event. Notification may be completed orally, by telephone, in person, or in writing.

(b) The local HRS county public health unit shall keep a record of notifications received for proposed temporary food service events and shall provide appropriate

educational material to the event sponsors or vendors.

(2) Facilities - Specific requirements for the physical facility where the food service operation is to be conducted shall be based on the type food that is to be prepared or served, the length of the event, and the amount of food preparation that is to be conducted at the temporary facility.

(a) If the food service operation is intended for the sale of only packaged, non-potentially hazardous food or drink, the food packages shall be protected from dust, dirt, and other sources of contamination during storage and serving.

(b) Overhead protection shall be provided at all food service operations when food is prepared or portioned on premises.

(c) When potentially hazardous food is prepared at temporary food service events of more than 3 days, the physical structure where the food preparation occurs shall be protected from the entrance of flying insects and other vermin.

(3) All food and beverages served at temporary food service events shall be from approved sources in accordance with provisions of section 10D-13.023 of this chapter or prepared on premises.

(4) All food served at temporary food service events shall be protected in accordance with provisions of section 10D-13.024 of this chapter.

(5) Food and food-contact surfaces shall be protected from contamination by customers and dust. Where necessary, effective shields or covers shall be provided.

(6) Ice which will be consumed or which will come into contact with food shall be obtained from an approved source only in chipped, crushed or cubed form. The ice shall be held in a way that protects it from contamination until dispensed.

(7) Storage of packaged food in contact with water or undrained ice is

prohibited. Wrapped sandwiches shall not be stored in direct contact with ice. Beverage containers may be stored in direct contact with ice when:

(a) The storage facility is equipped with adequate drains which preclude the accumulation of water during use;

(b) The melt water is disposed of so as not to create a nuisance; and

(c) The storage facility is kept clean.

(8) When all necessary washing and sanitizing of utensils and equipment are conducted at an approved commissary or food service establishment, a utensil washing sink will not be required, except that, an adequate supply of spare preparation and serving utensils are maintained in the establishment and used to replace those that become soiled.

(9) All food service operations which prepare food on premises shall provide an adequate supply of potable water for cleaning and employee handwashing. An adequate supply may be provided in clean portable containers equipped with on/off valves. Soap and single-service towels shall be available for handwashing and hand drying.

(10) Equipment shall be installed in such a manner that the establishment can be kept clean and the food will not become contaminated.

(11) Liquid waste which is not discharged into a sewerage system shall be disposed of in a manner that will not create a public health hazard or a sanitary nuisance.

(12) Floor construction in establishments which prepare food on premises shall be of durable material. Dirt or gravel subflooring can be used when graded to drain, and covered with platforms, duckboards, plastic film, wood chips, shavings, or similar suitable material such as a sufficient cover of grass or turf to control dust.

(13) Walls and ceilings, when required, shall be constructed to minimize the entrance of flies and dust. Ceilings may be of wood, canvas or other materials which protect the interior of the establishment from the elements and walls may be of such materials or of 16 mesh screening or equivalent. Doors to food preparation areas, when required, shall be solid or screened and shall be self-closing. Counter service openings, for facilities with wall enclosures, shall not be larger than necessary for the particular operation conducted and shall be kept closed at all times, except when food is actually being served.

(14) All food service operations at temporary food service events without effective facilities for cleaning and sanitizing tableware shall provide only single-service articles for use by the consumer.

Specific Authority 381.0072, FS.

Law Implemented 381.0072(2), FS.

History New 6-02-93.

SPONSOR NOTIFICATION FORM FOR TEMPORARY EVENTS

Name of event _____

Address of event _____

Date(s) of event _____ Hours of operation _____

Sponsor of event _____

Address of Sponsor _____

Person in charge of food service _____

Phone _____

Number of food and beverage booths _____

Estimated number of attenders expected at the event at one time? _____

Number of toilets to be provided :

Portable: Male () Female ()

Permanent: Male () Female ()

Method of toilet waste disposal: _____

Describe method of liquid kitchen waste disposal:

Describe containers and method of solid waste disposal
(garbage): _____

Number of solid waste disposal containers provided: _____

Describe facilities and method of handwashing:

Describe facilities and method of utensil washing, rinsing
and sanitizing: _____

Source of potable water: _____

As the sponsor of this event you are responsible to notify all food vendors of the temporary food service requirements. Failure to comply may subject the booths to be closed for public health reasons. Do you understand this completely?

Yes _____

No _____

I certify that to the best of my knowledge and belief all of the statements contained herein and on any attachments are true, correct, complete, and made in good faith. I understand that these regulations include food intended for service to the public regardless of whether there is a charge for the food. I agree to assume responsibility for this event and certify that said business will be conducted in compliance with the Florida Administrative Code, Chapter 10D-13.

Signature of sponsor's agent

Date: _____

INDIVIDUAL BOOTH NOTIFICATION FORM FOR TEMPORARY EVENTS

Name of event: _____

Name of booth: _____

Person in charge of booth: _____

Types of food or beverage to be served:

Florida Administrative Code, Chapter 10D-13 requires all food to come from an approved source. All food storage, preparation and utensil cleaning for this event shall not be done in private homes.

Location of advanced food preparation: _____

How will food be transported to event location?

Method of keeping food hot and/or cold at event site:

Method of cooking food at the location:

Food must be protected from dust, insects, flies, coughs, sneezes. How will you provide this protection? Describe type of structure: _____

Adequate facilities and supplies shall be provided for employee handwashing. How will you provide this?

Failure to comply with applicable food service requirements in accordance with Chapter 10D-13, Florida Administrative Code, may result in enforcement action. Do you understand this completely? Yes _____ No _____

I certify that to the best of my knowledge and belief all of the statements contained herein and on any attachments are true, correct, complete, and made in good faith. I understand that these regulations include food intended for service to the public regardless of whether there is a charge for the food. I agree to assume responsibility for this establishment and I certify that said business will be conducted in compliance with the Florida Administrative Code, Chapter 10D-13.

Signature of applicant _____ Date: _____