

Temporary Food Facility (TFF) Operator's Packet

TEMPORARY FOOD FACILITY (TFF) SELF-INSPECTION CHECKLIST

CHECK LIST REQUIREMENTS		COMPLIES		REMARKS
		YES	NO	
1. FLOOR MATERIALS				
	Pavement is Acceptable (No rice hull, sawdust, grass, or gravel allowed.)			
2. BUSINESS IDENTIFIER (SIGNS)				
3. FLY CONTROL (FOOD PREPARATION FACILITY ONLY)				
A.	All doors and openings fly proof – closable or screened.			
B.	If pass out window used, maximum 216 square inch opening and closable with tight fitting closure.			
4. FOOD STORAGE				
	All foods stored at least 6 inches off floor.			
5. FOOD PROTECTION				
A.	Displayed foods covered or protected with a sneeze guard, condiments in approved containers.			
6. FOOD CONTACT SURFACES				
A.	Smooth, easily cleanable, non-absorbent, Sanitize wipes			
7. HANDWASHING/WAREWASHING FACILITIES				
A.	Handwashing <u>within the facility</u> : minimum 5-gallon insulated water container with <i>hands free</i> valve, waste water catch basin, pump soap/paper towels.			
B.	Warewashing <u>within the facility</u> – minimum three 5 gallon containers for cleaning.			
8. EMPLOYEE HYGIENE				
A.	Clean hands and clothing. Hair restrained			
9. FOOD TEMPERATURE CONTROL				
A.	Hot foods held at 135° F or above,			
B.	Cold foods held at 41° F or below.			
C.	Thermometer provided for perishable food refrigerators.			
D.	Metal probe thermometer for checking temperature of foods.			
10. ICE AND ICE CONTAINERS				
A.	Ice kept clean and free of contamination.			
11. FOODS PREPARED AT OTHER FACILITIES				
A.	Facility approved by CCEH.			
B.	No foods may be prepared or brought from home unless CFO.			
12. TRANSPORTATION OF PREPARED FOODS				
A.	Containers keep hot foods 135° F or above.			
B.	Containers keep cold foods 41° F or below.			
13. LIQUID WASTE				
	Waste water from sinks & other equipment drained to sewer, or other method approved by CCEH.			
14. TYPE WATER SUPPLY				
A.	Potable water supply.			
15. TOILET AND HANDWASHING FACILITIES				
A.	Provided with warm-(where available) & cold running water, pump soap, paper towels & toilet paper.			
B.	Facilities located within 200 feet (one toilet per 15 employees.).			
16. REFUSE STORAGE AND REMOVAL				
17. OPEN AIR BARBECUE				
A.	Separated from public access by rope or other approved methods to prevent contamination and injury to the public			
B.	No other foods prepared outdoors, except food barbecued on BBQ. (i.e. No flat grill or pots on barbecue).BBQ not used as hot holding unit.			

I HERBY, AGREE THAT THE ABOVE INFORMATION IS CORRECT. IF AT ANY TIME I DO NOT FOLLOW THE REQUIREMENTS ON THIS DOCUMENT, I WILL LEAVE THE EVENT.

Inspection conducted by:

Date:

(SPANISH) LISTA DE VERIFICACIÓN DE AUTOINSPECCIÓN DE LA INSTALACIÓN TEMPORAL DE ALIMENTOS (TTF)

REQUISITOS DE LA LISTA DE CHEQUEO		CUMPLE		OBSERVACIONES
		SÍ	NO	
1.	MATERIALES DE SUELO			
	El pavimento es aceptable (no se permiten cascotes de arroz, aserrín, pasto o grava).			
2.	IDENTIFICADOR DE NEGOCIO (SEÑALES)			
3.	FLY CONTROL (INSTALACIÓN DE PREPARACIÓN DE ALIMENTOS SOLAMENTE)			
	A. Todas las puertas y aberturas a prueba de moscas: se pueden cerrar o blindar.			
	B. Si se usa una ventana de paso, se abrirá un máximo de 216 pulgadas cuadradas y se podrá cerrar con un cierre hermético.			
4.	ALMACENAMIENTO DE ALIMENTOS			
	Todos los alimentos almacenados al menos a 6 pulgadas del piso.			
5.	PROTECCIÓN ALIMENTARIA			
	A. Alimentos expuestos cubiertos o protegidos con un estornudo protector, condimentos en recipientes aprobados.			
6.	SUPERFICIES DE CONTACTO CON ALIMENTOS			
	A. Suaves, fáciles de limpiar, no absorbentes, higienizan las toallitas			
7.	LAVADO DE MANOS / INSTALACIONES DE LAVADO			
	A. Lavado de manos dentro de la instalación: contenedor de agua aislado mínimo de 5 galones con válvula de manos libres, recipiente de recolección de aguas residuales, bomba de jabón / toallas de papel.			
	B. Lavado de vajilla dentro de la instalación: un mínimo de tres contenedores de 5 galones para la limpieza.			
8.	HIGIENE DEL EMPLEADO			
	A. Lávese las manos y la ropa. Pelo restringido			
9.	CONTROL DE LA TEMPERATURA DE LOS			
	A. Alimentos calientes mantenidos a 135 ° F o más			
	B. Los alimentos fríos se mantienen a 41 ° F o menos.			
	C. Termómetro provisto para refrigeradores de alimentos perecederos.			
	D. Termómetro de sonda de metal para controlar la temperatura de los alimentos.			
10.	CONTENEDORES DE HIELO E HIELO			
	A. Hielo mantenido limpio y libre de contaminación.			
11.	ALIMENTOS PREPARADOS EN OTRAS INSTALACIONES			
	A. Instalación aprobada por CCEH.			
	B. No se pueden preparar o traer alimentos de la casa a menos que sea CFO.			
12.	TRANSPORTE DE ALIMENTOS PREPARADOS			
	A. Los recipientes mantienen los alimentos calientes a 135 ° F o más.			
	B. Los recipientes mantienen las comidas frías a 41 ° F o menos.			
13.	RESIDUOS LÍQUIDOS			
	El agua residual de los fregaderos y otros equipos se drena a la alcantarilla u otro método aprobado.			
14.	TIPO DE ABASTECIMIENTO DE AGUA			
	A. Suministro de agua potable.			
15.	INSTALACIONES DE INODORO Y LAVADO DE MANOS			
	A. Provisto de agua corriente tibia (donde esté disponible) y fría, bombee jabón, toallas de papel y papel higiénico.			
	B. Instalaciones ubicadas a 200 pies (un inodoro por cada 15 empleados).			
16.	RECHAZAR ALMACENAMIENTO Y EXTRACCIÓN			
17.	BARBACOA DE AIRE ABIERTO			
	A. Separado del acceso público por cuerda u otros métodos aprobados para prevenir la contaminación y lesiones al público			
	B. No hay otros alimentos preparados al aire libre, excepto los alimentos a la parrilla en barbacoa. (es decir, sin parrilla plana ni ollas en la barbacoa)			

POR LA PRESENTE, ACEPTO QUE LA INFORMACIÓN ANTERIOR ES CORRECTA. SI EN ALGÚNMOMENTO NO SIGO LOS REQUISITOS DE ESTE DOCUMENTO, VOY A SALIR DEL EVENTO.

Inspección realizada por:

Fecha:

TEMPORARY FOOD FACILITY (TFF) OPERATING REQUIREMENTS

Please Note: These requirements have been established to be consistent with state and local health code requirements and are intended to assist you in providing safe and wholesome food to the public and preventing foodborne illnesses.

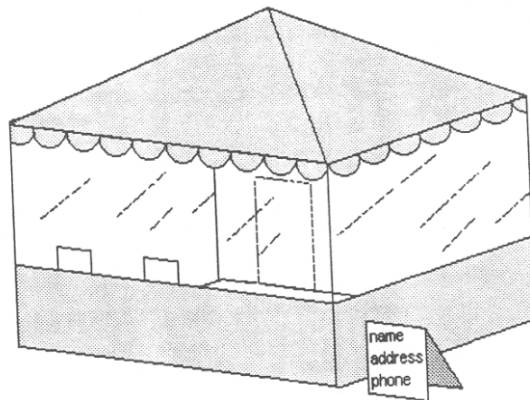
All food vendors, TFF operators, employees, and volunteers **MUST** comply with the following requirements during preparation and during all hours of operation. All TFF's are subject to inspection by the Colusa County Environmental Health (CCEH). Failure to comply with these operating requirements may result in TFF closure until violations are corrected.

1. BOOTH/TENT REQUIREMENTS

Booth Must be Fully Enclosed – If the TFF is handling any open foods (non-prepackaged foods), a fully-enclosed booth with an overhead canopy and screened sides is required. All open food items must be handled inside the fully enclosed booth. If operating after dusk, lighting is required.

Exception #1: *If the TFF is selling only prepackaged food items or whole produce, a fully-enclosed booth is not required, but an overhead canopy is required. (Examples: bottled water/sodas, prepackaged cookies, candies etc.)*

Exception #2: *A food compartment can be used instead of a fully-enclosed booth if the facility does only limited food preparation. (Examples: Hot dogs, popcorn, churros, espresso drinks, sno-cones, wrapped tamales, etc.)*



Food Booth Structure - The TFF booth shall be designed to protect the food and beverages from contamination. The booth must be entirely enclosed with four complete sides, a top, and a cleanable floor. Construction materials such as plywood, canvas, plastic, and fine-mesh fly screening (at least 16 mesh/sq. inch) may be used. Rental booths constructed, as noted below, may be used when approved by CCEH.

- A floor is required for a booth operating on grass or dirt. The floor must be plywood, tarp or other materials approved by CCEH. (Pavement is acceptable).
- Ceiling shall be smooth, durable, and readily cleanable. Screening shall only be acceptable as a ceiling material above cooking equipment when necessary for ventilation purposes.
- Doors and food service openings shall be equipped with tight-fitting closures to minimize the entrance of insects.
- The use of more than two pieces of ancillary equipment (coolers, refrigerators, etc.) may require a separate enclosure and/or permit.

PLEASE NOTE: TFFs may be **SUBJECT TO CLOSURE** if the food is not protected and/or if environmental conditions pose a threat to food (example: dust, flies, etc.). If screening cannot be provided, the TFF may be subject to closure until such protection can be provided.

**IF THE TFF HANDLES OPEN FOOD WITHOUT A FULLY-ENCLOSED BOOTH, THE TFF MAY BE
SUBJECT TO CLOSURE**

Location of Equipment

Equipment allowed outside fully-enclosed booth:

- Open flame BBQ grill
- Deep fryer
- Covered pot on top of open flame burner

Equipment allowed outside fully-enclosed booth under overhead protection:

- Flat grill
- Wok

No hot holding of foods is allowed on equipment outside the enclosed booth.

Additional Requirements:

- Food operations that have adjoining BBQ facilities and cooking equipment set up outside the enclosed booth should have a pass-through window to allow for foods to be brought inside the booth.
- All approved equipment outside of the booth must be sectioned off from the public by using ropes or other approved methods (e.g. caution tape) to prevent contamination of the food and injury to the public.

Handwashing Station

A handwashing station is required if any non-prepackaged foods will be handled (including samples).

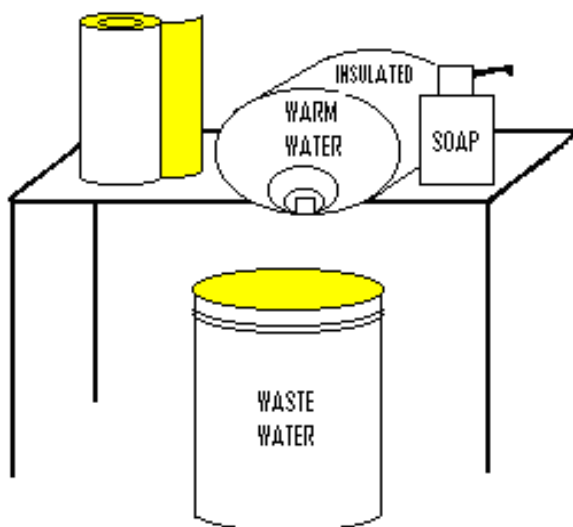
Where to set up:

The hand wash station should be placed inside the booth in an unobstructed area that is easy to access and use at all times.

How to set up:

- 5 gallon insulated container of warm water (100-108°F)
- Soap in a pump dispenser
- Paper towels
- Catch basin for waste water
- Garbage bag or bin for waste paper towels

Community events lasting for more than 3 days require a handwashing sink with warm water in each TFF. Contact CCEH with any questions regarding these requirements at (530) 458-0395.



IF THE TFF IS HANDLING OPEN FOOD AND LACKS A HANDWASHING STATION, THE TFF IS SUBJECT TO CLOSURE

No Bare Hand Contact with Ready-to-Eat Foods

Section 113961 of California Retail Food Code (CalCode) will prohibit bare hand contact with ready-to-eat foods. This requirement will make the use of gloves or utensils mandatory whenever ready-to-eat foods are handled.

Ready to Eat Food means food that is edible and does not require additional preparation to be safe to eat. These foods include, but are not limited to:

- Any food that will not be thoroughly cooked or reheated(165F) before it is served
- Any food item that has already been cooked
- Prepared fresh fruits and vegetables served raw or cooked
- Salad and salad ingredients
- Fruit or vegetables for mixed drinks
- Garnishes; lettuce, parsley, lemon wedges, pickles
- Cold meats and sandwiches
- Raw sushi fish and sushi rice
- Bread, toast, rolls, baked goods

Warewashing/Utensil Washing Station

A warewashing station is required If any open food is prepared and/or served using multi-service utensils (examples: knives, scoops, chafing dishes, tongs, ladles, cutting boards etc).

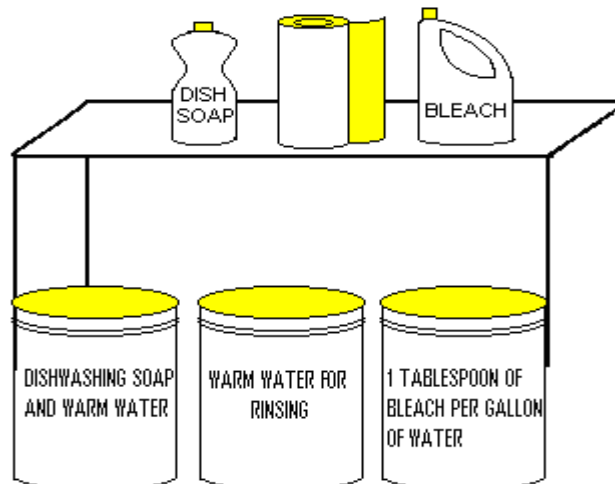
Where to set up:

The warewash station must be set up under overhead protection so that it is protected from physical contamination.

How to set up:

Provide three 5 gallon buckets:

- 1st bucket: Fill with soap and water
- 2nd bucket: Fill with clean water
- 3rd bucket: Fill with sanitizer solution (100 ppm chlorine)
How to make sanitizer solution: Add 1 tablespoon of bleach per gallon of water. (Quaternary ammonia at 200 ppm is also acceptable)



IF THE TFF IS HANDLING OPEN FOOD AND USING MULTISERVICE UTENSILS AND IS LACKING A WAREWASHING STATION, THE TFF MAY BE SUBJECT TO CLOSURE.

2. **APPROVED FOOD SOURCE**

- All the food items shall be obtained from approved sources and be kept free from adulteration and spoilage.
- **Food prepared or stored at home is prohibited from use, except approved cottage food products.**
- All water shall come from an approved source and must be potable (drinkable).
- Ice used for refrigeration of food shall not be used for consumption.

IF THE TFF HAS FOOD FROM AN UNAPPROVED SOURCE, THE TFF IS SUBJECT TO CLOSURE

3. **FOOD TEMPERATURES**

Adequate temperature control shall be provided for all potentially hazardous foods. Potentially hazardous foods (including, but not limited to, meat, dairy products, cooked vegetables, batter with eggs for food items such as funnel cakes etc.) must be kept either:

- **For holding of cold foods below 41°F**
or
- **For holding of hot foods above 135°F**

Sufficient cold and hot holding equipment must be provided to keep the food items cold (at or below 41°F) or hot (at or above 135°F).

Final cooking temperatures:

The following foods must reach the indicated internal final cooking temperature for a minimum of 15 seconds:

- Poultry or stuffed meats: 165°F
- Ground Beef: 155°F
- Eggs: 145°F
- Beef or Pork: 145°F

Reheating of PHFs:

Reheat all food items rapidly to 165°F on an open flame burner, stove, oven or microwave.

Cooling:

Cooling hot foods is not allowed in TFFs unless approved by EMD before the event. For more information contact EMD.

Probe Thermometer:

Provide a metal probe thermometer that reads 0°F- 220°F to check holding and final cooking temperatures.



IF THE TFF LACKS SUFFICIENT EQUIPMENT FOR PROPER TEMPERATURE CONTROL, IT MAY BE SUBJECT TO CLOSURE.

4. **FOOD HANDLING**

Where to prepare food

- All food handling and preparation shall take place within a fully-enclosed food booth unless a different preparation site has been approved by CCEH (examples: restaurant, delicatessen, church, or school kitchen).
- Mobile food facilities (food carts) must prepare food in a food compartment or be in a fully-enclosed TFF.
- Food preparation surfaces must be smooth, easily cleanable, and non-absorbent.

Food Preparation

Keep all food items covered and conduct open food handling/preparation inside the TFF.

Safe food handling techniques must be used at all times. Whenever practical, food handlers shall use tongs, serving utensils, disposable plastic gloves, or single use tissue paper when handling food.

To prevent cross contamination of foods, employees/workers should be assigned different tasks such as: handling money, preparing ready to eat foods, or preparing raw meats.

Utensil/Equipment Washing:

- All utensils must be washed, rinsed, and sanitized using the three bucket system.
- All food contact surfaces (cutting boards, tongs, knives, etc.) must be washed, rinsed, and sanitized at least once every 4 hours.

Wiping towels:

- Wiping towels used to clean food spills shall not be used for any other purpose.
- Wiping towels used for cleaning food spills must be held in sanitizing solution (100ppm chlorine or 200 ppm quaternary ammonium solution). NOTE: the sanitizer solution for utensil washing may not be used for storing wiping towels.

Food transportation:

PHFs must be protected from temperature abuse and contamination. Keep all food items covered and maintain proper food holding temperatures. Use insulated or warming containers to keep hot food items at or above 135°F. Use ice chests or refrigerated trucks to maintain cold food items at or below 41°F.

Food storage:

All food, beverage, utensils and equipment shall be stored, displayed and served so it is protected from contamination and shall be stored at least 6 inches off the floor. Unopened (factory-sealed) containers of non-potentially hazardous food may be stored outside or adjacent to the TFF.

When the TFF is not operating, food shall be stored using one of the following methods:

Bottled and canned beverages **shall not** be placed in ice water within a customer self-service area. These beverages can be placed in ice and handed out by a TFF employee.

Condiments:

Condiment containers shall be pump style, squeeze containers, or have self-closing covers or lids for food protection. Single service packets are recommended.

Insect Control:

Food should be protected from flies and insects as they carry and transmit bacteria that may cause a foodborne illness.

Sampling:

The following requirements apply to the sampling of unpackaged foods from a TFF:

NOTE: Any sampling operations that involve onsite portioning or handling of unpackaged or opened foods requires handwash and warewash facilities as described earlier.

Customer Self-Service Sampling Operation Requirements:

- Sneeze guards are required to shield uncovered self-service sampling displays. The direct line between the customer's mouth and the food must be intercepted.
- Food displayed for customer self-service shall be individually portioned into single service wrappers or utensils. Use of communal service bowls is not approved (example: open bowl of pretzels or chips).

Employee-Distributed Sampling Operation Requirements:

As an alternative to customer self-service sampling, samples may be distributed individually by a TFF employee.

- Samples must be individually portioned for distribution using single service wrappers or utensils. (example: toothpicks).
- Samples must be given to each customer individually by a TFF employee.

5. PERSONAL HYGIENE REQUIREMENTS

Worker Health/Hygiene:

No sick employees may work in a TFF.

All employees/workers shall wear clean outer garments and must restrain hair.
Smoking is not allowed in the TFF or any other cooking areas.

Handwashing

Poor personal hygiene is the leading cause of foodborne illness outbreaks at Community Events. Lack of proper handwashing can contaminate food.

All workers shall wash their hands prior to starting food preparation activities, after touching the face, handling money, using the restroom, smoking, removing garbage, and/or whenever switching between handling different types of food items, or at other times as necessary to prevent cross contamination.

Restrooms

At least one toilet and hand washing facility for every 15 employees shall be provided within 200 feet of Each TFF.

6. Person in Charge

A person in charge (PIC) must always be present at all times. This person is responsible for all operations of the TFF and ensures all employees/workers are following correct food safety procedures.

7. Waste Disposal

Liquid waste - Liquid waste must be disposed of into an approved sewage system or holding tank and **must not be discharged onto the ground or a storm drain.** Any observed mixing of potable water and wastewater shall result in the immediate closure of the TFF.

Solid Waste - Garbage and refuse must be stored in leak-proof and fly-proof containers and serviced as needed.

8. Animals

No Live animals, birds, or fowl are permitted in or within 20 feet of a TFF