

TEMPORARY FOOD SERVICE GUIDE



Stratford Health Department

468 Birdseye Street

Stratford, Connecticut 06615

Phone 203.385.4090 • Fax 203.381.2048

website: www.townofstratford.com/health

This guide provides basic food safety information for temporary food service workers. Most temporary food booths are staffed by volunteers who are not employed in the food industry. The Stratford Health Department is here to provide expert guidance regarding the laws that must be followed when offering food or drink to the public. These laws are intended to ensure that consumers are protected from food-borne illness.



Questions?

If there are any parts of this manual that need clarification, please contact any one of the Stratford Health Department sanitarians for help or more information at 385-4090.

Environmental Health Staff office hours:
Monday – Friday 3:30-4:30

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Home Cooking

Home cooked foods are not allowed at temporary events.

All foods and drinks offered to the public must be prepared in a licensed, commercial kitchen or at the food booth the day of the event.

Under no circumstances can food be prepared in a private residence and then offered to the public.

The public assumes that the food they purchase at special events is safe to eat. The Health Department does not inspect private home kitchens and cannot certify that proper food handling procedures were followed or conditions were sanitary.

Many delicious ethnic dishes are often featured at public events to proudly celebrate ethnic heritage. Some dishes are made from secret recipes only Grandma knows or have been passed down through families for generations. The Health Department still must insure that all foods are safe for consumption by requiring all food preparation be done in a licensed, certified, commercial kitchen, or at the food booth the day of the event where the Health Department will inspect the sanitary conditions and food handling procedures.

Preventing food-borne illness at your event is both yours and the Health Department's responsibility. You can help to ensure a healthy, safe and successful event for all to enjoy by following the guidelines in this booklet.



Who Needs A Temporary Food Service Permit?

Any operation that offers food to the public at a fixed location for no more than 14 consecutive days, such as a carnival, public exhibition, festival, celebration, fair, and a transitory gathering, needs to obtain a permit from the Stratford Health Department. The Stratford Town Code requires a permit for temporary events when food and beverages are offered to the public.

The Application Process How to Obtain A Permit

- ✓ You must obtain a Temporary Food Service application from the Stratford Health Department. We can mail or fax it to you.
- ✓ Return the application to the Stratford Health Department at least two weeks prior to the event. A fee will be required for registered non-profit organizations, and for profit-making businesses.
- ✓ The Stratford Health Department will review the application with the person in charge of food over the phone or in the office before approval of the application. An inspection of your food booth by the Stratford Health Department may be required.
- ✓ Your heating and cooling equipment must be approved by the Stratford Health Department.
- ✓ All food and beverages (including ice) must come from an approved source. This means food must be purchased or donated from an approved wholesale or retail store and prepared in a commercial establishment. No donations from individuals are allowed.
- ✓ You must provide a list of the names, addresses, and phone numbers of all volunteers working at your booth, including their time-in, time-out, job duties, and dates worked.
- ✓ All volunteers working at your food booth must read this guide and will be responsible for all items contained in this manual. 1

Some Facts About Food-Borne Illness

Food-borne illness is a serious problem in the United States. Microorganisms found in food can cause diarrhea, vomiting, nausea, fever and even death! According to the Centers for Disease Control and Prevention, an estimated 300,000 Americans are hospitalized each year due to food-borne illnesses. The elderly, very young, and people who have compromised immune systems are at greater risk ☠ from food-borne illness.

Nearly 80% of food-borne illnesses are traced to food prepared in commercial or institutional environments. Many food-borne outbreaks have been traced back to improperly handled food at temporary events!

There are many types of microorganisms that can cause food-borne illness. You cannot see, smell, or taste them. They are invisible to the naked eye. The following are examples of the most common organisms that cause food-borne illness:

- **Campylobacter jejuni**, commonly found in dairy or poultry products.
- **E. Coli: O157H7**, commonly found in undercooked beef, water, and unpasteurized apple juices and cider.
- **Salmonella**, commonly found in poultry or raw eggs.
- **Shigella**, commonly found in ready-to-eat foods handled by ill food workers.
- **Listeria**, commonly found in raw meat, processed meats, deli meats, seafood or dairy products.
- **Yersini enterocolitica**, commonly found in undercooked pork, milk, or water.
- **Vibrio parahaemolyticus**, commonly found in seafood and shellfish.
- **Hepatitis A virus**, commonly found in foods handled by ill food workers prepared with bare hands.

- ☑ **Test the 3rd basin with chlorine test strips.** The test strip should read either 50 or 100 ppm. If the test strips read 0 ppm, the sanitizer is too low and is not effective. If the test strips read 200 ppm, the sanitizer is too high and is considered toxic. Test strips can be purchased from a restaurant supplier listed in your phone book under "Restaurant Equipment and Supplies".



Remember to change your sanitizing solution every 3 hours or less if water becomes dirty and because chlorine evaporates with time.



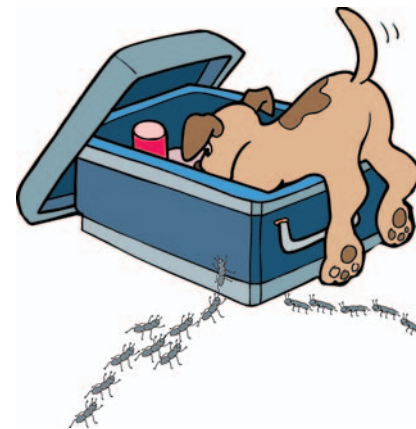
Wiping Cloths

Cloths must be used for wiping counters and cutting boards. The cloths must be placed in the sanitizing solution of 50-100 ppm when not in use to prevent the growth of microorganisms. Do not use sponges as they hold bacteria.

Ground Storage

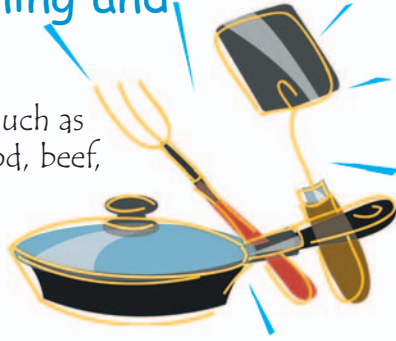
Food, beverages, or related items such as napkins, cups and ice, cannot be stored on the ground because of possible insect or other contamination.

You must provide tables that will elevate these items at least 12 inches off the ground. Nothing should be placed on the ground at your booth.



How to set-up a Cleaning and Sanitizing Station

If you are serving hazardous foods such as dairy products, eggs, poultry, seafood, beef, pork, rice, pasta, potatoes, cooked vegetables, cut melon, sprouts, gravies, sauces, and stuffings, you are required to clean and sanitize utensils, equipment, and all work stations using the three-step process listed below.



- ☑ Wash all utensils in the 1st basin containing soap and water (H₂O).



+



+

H₂O

- ☑ Rinse the utensils in the 2nd basin containing clean water.



+

H₂O

- ☑ Sanitize the utensils, etc., in the 3rd basin containing water and chlorine at 50-100 parts per million (ppm)



+



+

H₂O

(Approximately 1/4 teaspoon bleach per 1 gallon water)

- *Cyclospora*, commonly found in imported fruit.
- *Cryptosporidium*, commonly found in water.
- *Bacillus cereus*, commonly found in rice.

Food becomes contaminated in at least 3 ways:



1. Raw food is contaminated at the farm, such as raw beef and chicken



2. Food service workers who don't wash their hands properly can easily spread microorganisms to food and drinks.



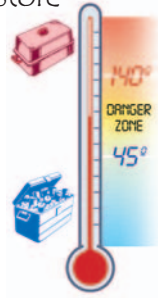
3. Cross-contamination of contaminated utensils, cutting surfaces which are then introduced into the food product.

What can be done to prevent food and drink from becoming contaminated with microorganisms?

1. All foods should be purchased from an approved source.
2. Food service workers should practice good hygiene, including handwashing.
3. Cook and reheat foods to proper temperatures.
4. Hold foods at proper temperatures.
5. Prevent cross-contamination of food and equipment.
6. Practice proper cleaning and sanitizing procedures.

How to Maintain Proper Temperatures

Foods must be kept "safe" while in transit from the retail store to the event. This means that food must be kept either cold at 45°F and below, or hot at 140°F and above at all times. Food must only be out at room temperature during absolutely necessary periods of preparation. You may not leave hazardous foods out for display at any time. You must transport foods and beverages cold in a cooler with adequate ice, or hot in a hot box to their destination.



You will need a probe thermometer to take temperatures of food and beverages, and alcohol swabs to sanitize the thermometer before placing it in food or beverages.

You must verify internal cooking temperatures of foods by placing a probe thermometer into the thickest part of the food product.

Prior to placing the thermometer in the food, wipe the thermometer with an alcohol swab.

The following foods must reach these required internal temperatures and maintain that temperature for the prescribed amount of time to be considered safe to consume.

	Internal Temp must be maintained	Time for at least
Whole Roasts, Corned Beef, Pork Roasts	145°	3 minutes
Shell eggs, fish, meat (including pork)	145°	15 seconds
Ground meat and fish products	145°	3 minutes
Poultry, ground poultry	165°	15 seconds
Stuffed foods or stuffings	165°	15 seconds

How to set-up a Temporary Hand Wash Station

To wash hands at your booth, the following items are required:



- ☑ A temporary hand wash station with an unlimited supply of warm, clean water in an enclosed container with a free-running spigot.



- ☑ Pump soap.



- ☑ Paper towels.



- ☑ Water discard bucket.



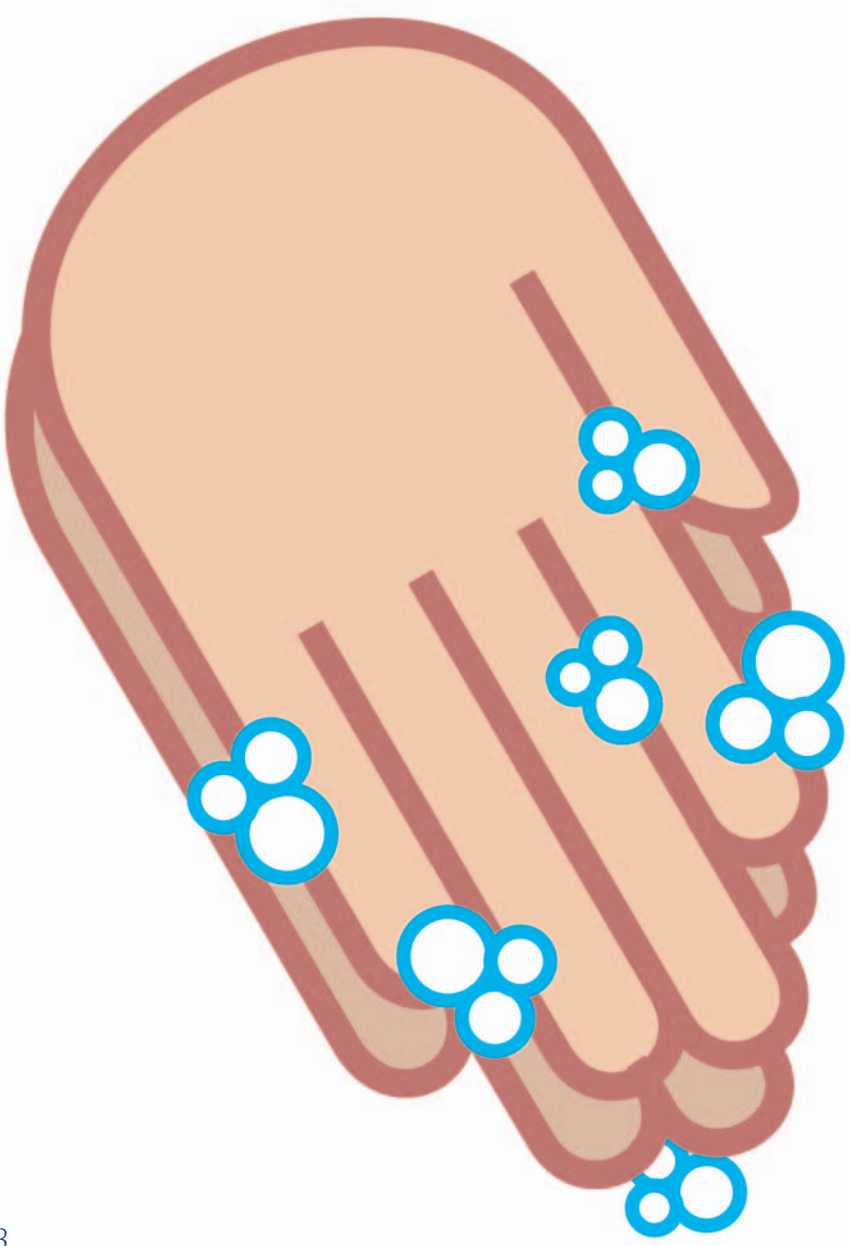
- ☑ Trash can to discard used paper towels.

Ill Food Service Workers

Ill food service workers should never be allowed to work in a food booth. These workers can easily transmit disease-causing organisms to food, drink and items such as utensils that patrons use. Ill food workers are a significant cause of food-borne illness. Any person recently having diarrhea, vomiting, fever with sore throat, jaundice, cuts or burns on hands should not be allowed to work in a food booth.

Temporary Hand Wash Station

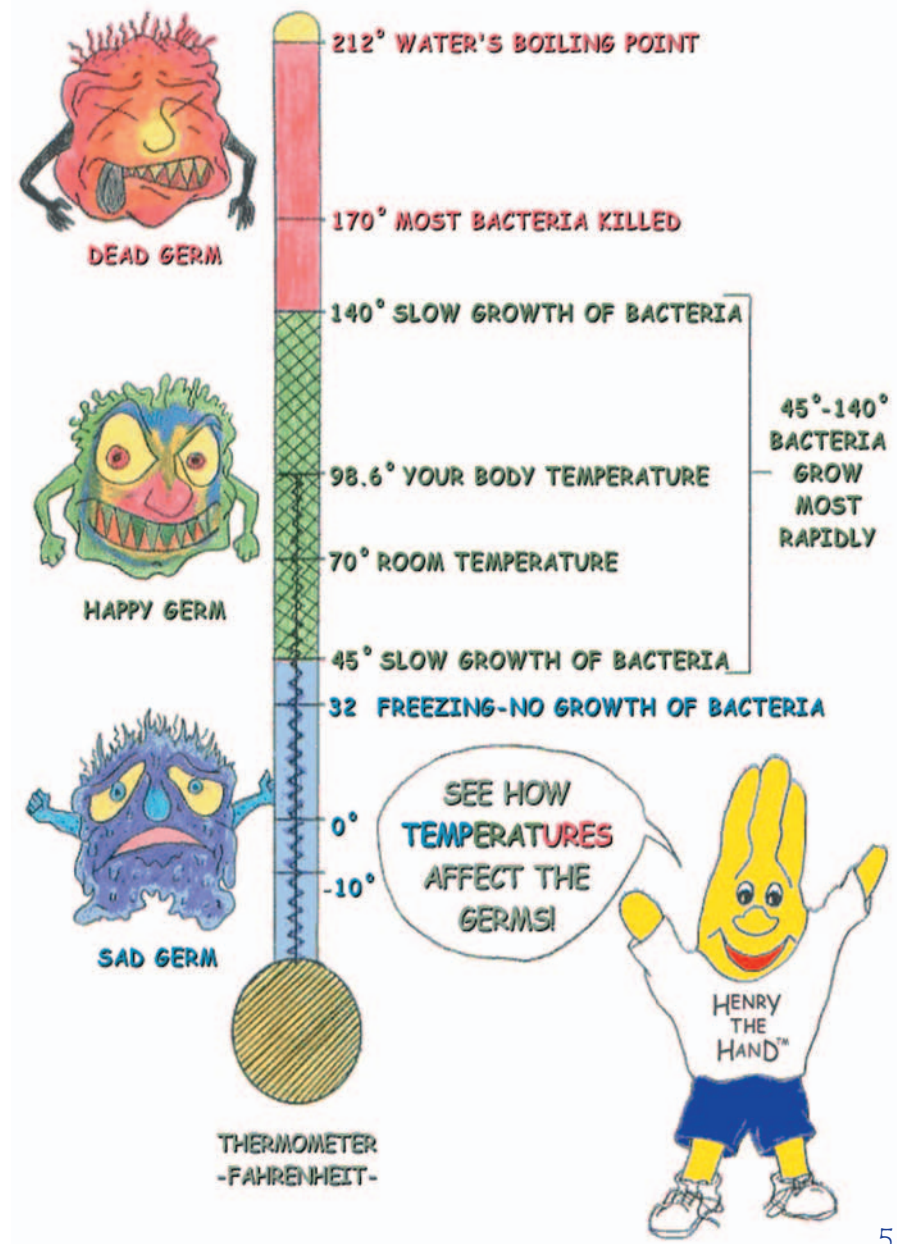
All food workers must wash hands with soap. Hand sanitizers can be used in addition to soap, but not instead of soap.



REMEMBER AT YOUR BOOTH:

Hot foods must be kept at 140°F and above using a heat source.

Cold foods must be kept at 45°F and below by a cold source.



Proper Hand Washing

Frequent hand washing is another extremely important method of preventing food-borne illness. Hands should be washed whenever they could become contaminated. When handling food and beverages, hands must be washed in warm water with soap for at least 20 seconds and dried with a paper towel.

Hands should always be washed:

- ☑ before starting work
- ☑ after using the bathroom
- ☑ after coughing
- ☑ after sneezing
- ☑ after scratching any part of your body
- ☑ after smoking
- ☑ after touching raw protein foods such as raw chicken, eggs, fish, meats, dairy products
- ☑ whenever hands become contaminated
- ☑ when changing job functions such as making sandwiches and then collecting money.

In general, you can never wash your hands  enough when handling food and beverages!

