

FOOD VENDOR GUIDELINES

The Department of Environmental Health works to keep San Diego County residents and guests healthy by regulating the food sold at Community Events, and ensuring that all foods are handled in a safe manner. Through the use of risk based food safety guidelines and inspections, we work with you to reduce the risk of foodborne illness among event participants.

Guidelines were developed to uphold state law and allow vendors to prepare food in a nontraditional food preparation setting. The following points follow the California Retail Food Code (CalCode), Chapter 11 for requirements specific to Temporary Food Facilities. Please be aware that **Temporary Food Facilities must also meet all applicable requirements in CalCode Chapters 1 to 8, inclusive, and Chapter 13, unless specifically exempted.** You are responsible for compliance to all CalCode requirements.

IDENTIFICATION OF OPERATOR (H&SC 114337)

- The name of the facility, city, state, ZIP Code, and name of the operator shall be legible and clearly visible to patrons.
- The facility name shall be in letters at least three inches high, and shall be of a color contrasting with the surface on which it is posted.
- Letters and numbers for the city, state, and ZIP Code, may not be less than one inch in height.

APPROVED SOURCE (H&SC 114339)

Foods stored, handled or prepared at home are never* allowed within a Temporary Food Facility. This includes foods canned, jarred or processed at home. All foods must be purchased from an approved source and prepared in a permitted food facility. *Nonprofit Charitable Organizations only are allowed to offer non-potentially hazardous beverages and baked goods for fundraising purposes at Community Events.

FOOD PREPARATION AT COMMUNITY EVENTS (H&SC 114341)

- All food preparation must be conducted within the TFF or other approved facility.
- BBQ's, grills or other equipment approved for outdoor cooking may be located adjacent to the TFF, and must be separated from public access by using ropes or other methods suitable to protect food from contamination and public from injury.
- Barbecues are allowed for cooking foods only. Any further processing (slicing, portioning, serving etc.) must be done from inside the booth enclosure.
- **Contact fire and building departments** for other restrictions on types of cooking equipment allowed inside booth.

HOLDING TEMPERATURES FOR POTENTIALLY HAZARDOUS FOODS (H&SC 114343)

Potentially hazardous foods (PHF) consist of animal products including milk products, eggs, meat, poultry, fish or shellfish, cooked vegetables, soups, potato salad, cut melon, cream pies, etc.

- Proper holding temperatures require cold foods to be kept at 41°F or less, and hot foods must be kept at 135°F or above.
- PHF may be held at 45°F for up to 12 hours in any 24-hour period during operating hours of the TFF, and then discarded at the end of the operating day.
- PHF hot held at 135°F or above must be discarded at the end of the operating day.

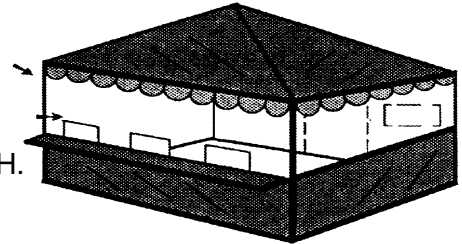
BOOTH DESIGN

- **Floors** (H&SC 114347)
 - TFF's handling open foods must provide floors constructed of concrete, asphalt, tight wood, or other similar cleanable material kept in good repair (plywood or tarp).
- **Ceilings** (H&SC 114349)
 - All TFF's must be equipped with overhead protection for food storage, food preparation, and warewashing areas.
 - Overhead protection must be made of wood, canvas, or other materials that protect the facility from precipitation, dust, bird and insect droppings, and other contaminants.

- **Sides** (H&SC 114349)
 - TFF's handling open foods must enclose the food facility with 16 mesh per square inch screens and limit display and handling of open foods in food compartments.
 - Upon prior approval by this Department, TFF's approved for limited food preparation are not required to have sides if flying insects, vermin, birds, and other pests are absent due to the location of the facility or other limiting conditions.
 - Doors and food service openings should **close tightly** to prevent insects and rodents from entering the food preparation area. Food service windows not to exceed 216 sq. inches and should be covered when not in use.
 - Food operations that have adjoining B-B-Q (barbecue) units should have a pass through window or door at rear or side of booth.

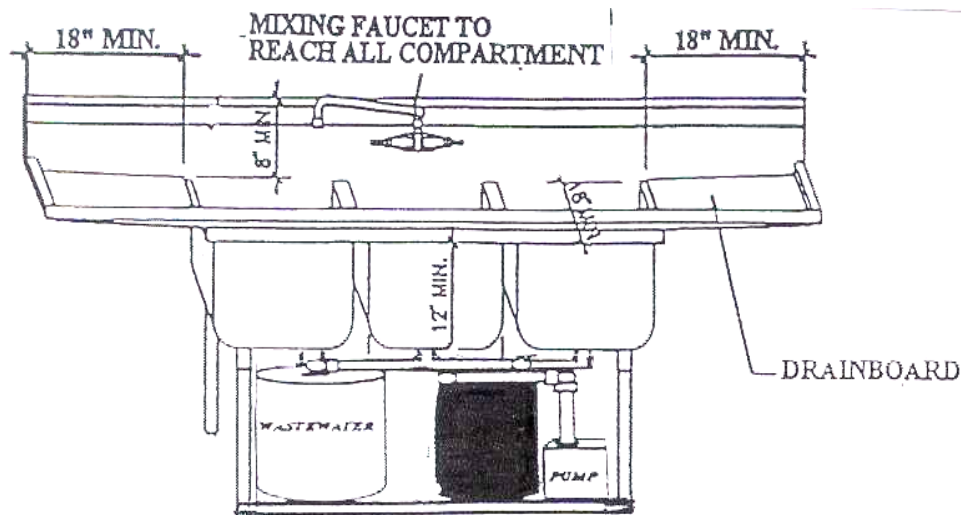
TYPICAL BOOTH DESIGN

- Clear PLASTIC or light colored screening on sides and 12"x18" food service openings.
- Construction materials, such as plywood, canvas, plastic, and fine mesh screening may be used if approved by DEH.



WAREWASHING FACILITIES

- Booths that prepare open foods must have access to a stainless steel utensil sink with three compartments and integral drain boards for cleaning equipment, utensils, and for general cleaning purposes. The first compartment shall hold soapy water, the second shall hold rinse water, and the third shall hold a sanitizing water solution (H&SC 114097 to 114099.2).
- Alternates include a centralized approved 3-compartment sink within a health permitted establishment or booth within 200 feet of food booths, an approved mobile preparation unit (hot food truck) that is within 200 feet of food booths, or as otherwise approved by the Department of Environmental Health (DEH).
- A warewashing sink may be shared by no more than four TFF's that handle open foods.
- Warewashing sink must be centrally located and adjacent to the sharing facilities.



MINIMUM COMPARTMENT SIZE 18" X 18" X 12" D

CONSUMER UTENSILS (H&SC 114353)

- Provide only single-use utensils for customer use.

EQUIPMENT (H&SC 114354)

- All food and utensil related equipment must be approved by DEH.

- Provide adequate cold and hot holding equipment to ensure proper temperatures are maintained during transportation to the event, storage, and during operation at the event. You must have enough space to properly store all food items.
- Equipment must be situated in a manner to prevent food contamination.

ICE (H&SC 114355)

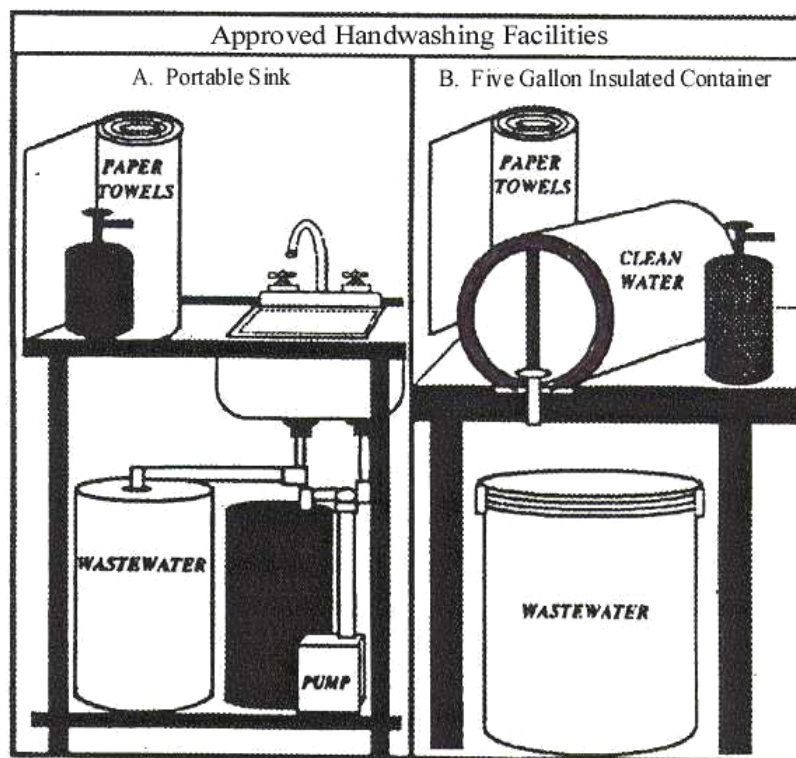
- Ice used for refrigeration purposes cannot be used for consumption in food or beverages.

STORAGE OF FOOD, UTENSILS AND RELATED ITEMS (H&SC 114356)

- Store all foods and utensils at least 6 inches off the ground (H&SC 114047).
- During periods of operation, supplies and Non-Potentially Hazardous Foods, in unopened containers may be stored adjacent to the TFF or in unopened containers in an approved nearby temporary storage unit. (An "unopened container" means a factory sealed container that has not been previously opened and that is suitably constructed to be resistant to contamination from moisture, dust, insects, and rodents.)
- When not in operation, food must be stored within a fully enclosed TFF, within a permanent food facility or other location approved by DEH, or in approved food compartments where the food is protected at all times from contamination, exposure to the elements, rodents and other vermin, and temperature abuse.

ALTERNATE HANDWASHING FACILITIES (H&SC 114358)

- Handwashing facilities must be provided in each food booth.
- TFF's that operate for three days or less may include:
 - A minimum five (5) gallon insulated container capable of providing a continuous stream of warm water at a temperature of 100°F from an approved source that leaves both hands free to allow vigorous rubbing with soap and warm water for 20 seconds.
 - Provide a catch basin to collect wastewater, and properly dispose of all wastewater.
 - Provide soap in a pump and single-use sanitary towels.
 - Provide a separate trash can for towel waste.
- Food facilities that handle only prepackaged food may provide cold water with a germicidal soap at the handwashing facility.



TOILET FACILITIES (H&SC 114359)

- There must be at least one toilet facility per 15 employees within 200 feet of the TFF.
- Toilet facility must have approved handwashing facilities.

CLEANING & SERVICING (H&SC 114361)

- If your TFF is operating for more than one day, it must be adequately cleaned and serviced in a method approved by DEH.

ENFORCEMENT OFFICER DISCRETION (H&SC 114363)

The Environmental Health Specialist may establish additional structural or operational requirements, or both, as necessary to ensure that foods are prepared and maintained safe.

CONDIMENTS (H&SC 114077)

Condiment containers (ketchup, mustard, onions, relish) shall be a pump type, squeeze container, or have covers/lids to protect the contents. Single service packets are recommended.



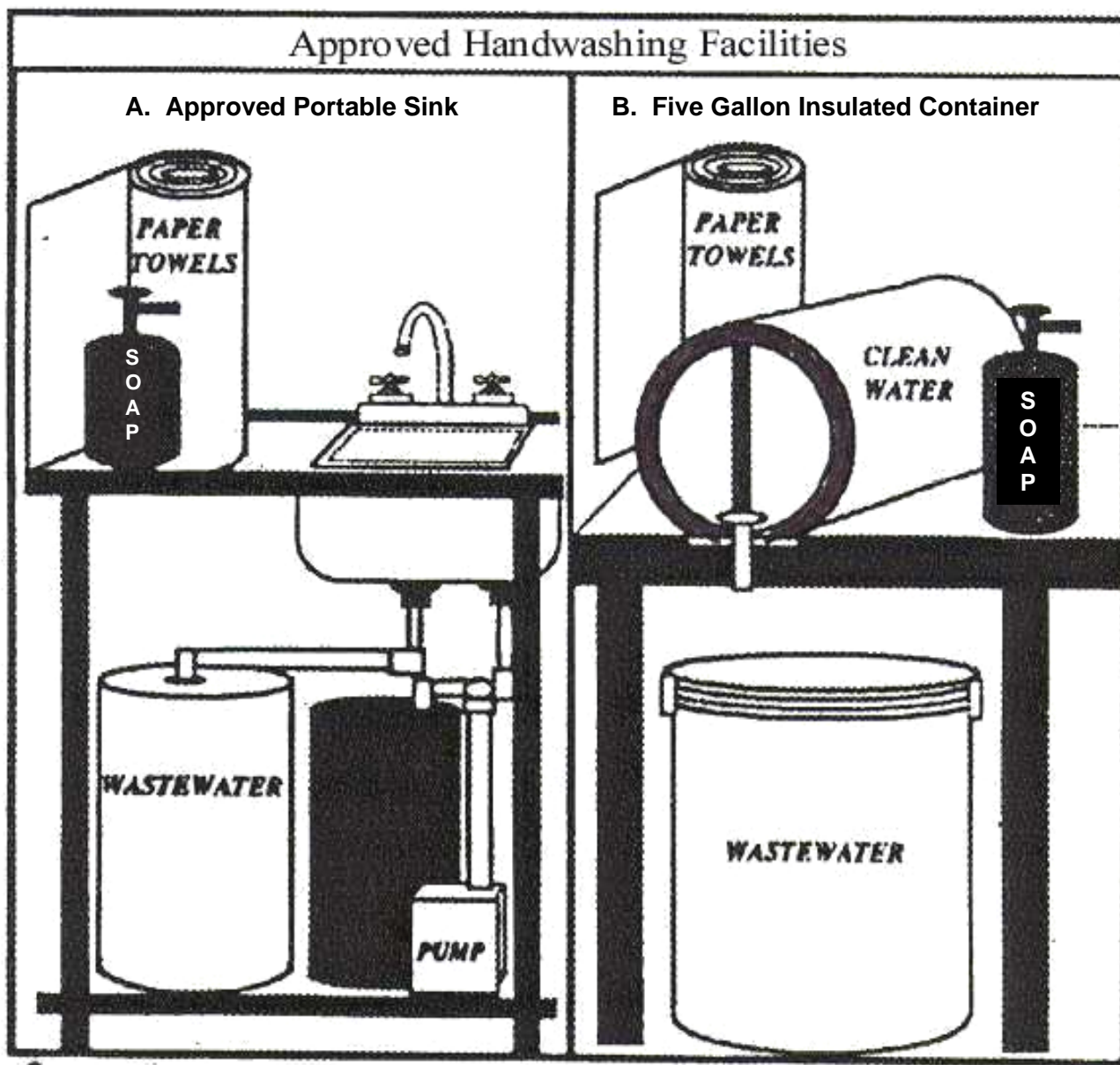
FOOD HANDLING & DEMONSTRATION OF KNOWLEDGE

- A Food Handler is a person who prepares, handles, packages, serves or stores food or handles utensils, or assists another person in any of these tasks. Owners and operators of temporary food facilities that prepare, handle, or serve non-prepackaged food are to ensure that their Food Handlers demonstrate adequate knowledge of food safety principles. This can be accomplished by either of the following:
 1. Employing a food handler who has a current food handler certificate or food handler test within the last three years **or**
 2. Have an owner or a PERSON IN CHARGE who can demonstrate that he or she has an adequate knowledge of food safety principles as they relate to the specific food facility operation and the food handler is able to demonstrate adequate knowledge of food safety principles related to the operation of the temporary food facility.
- If a temporary food facility operator has passed the approved and accredited food safety certification examination specified in H & SC 113947.2 and 113947.3 the temporary food facility may apply for an annual temporary food facility permit rather than having to obtain a temporary event permit for each temporary event the facility participates in.
- Safe food handling methods **must be followed at all times.**
- Avoid unnecessary direct handling of food, and use utensils whenever possible.
- **Eating is not allowed inside** a food preparation booth. A food employee may drink from a closed BEVERAGE container if the container is handled to prevent contamination of the employee's hands, the container, open food, and food contact surfaces (H&SC 113977).
- **Smoking is prohibited** in food booths.

WATER SUPPLY AND WASTE DISPOSAL

- An approved toilet facility must be within 200 feet of the booth.
- The water supply to all sinks for food preparation and utensil washing must be from an approved, potable source provided under pressure via a mixing faucet. Each sink must have hot and cold running water.
- At least 20 gallons of clean potable water shall be available per food booth per day of operation. Potable water supply shall be protected with a backflow protection device.
- The liquid waste must drain to sewer or by means approved by DEH and the local utility department. No wastewater may be discharged to ground or storm drains.
- If waste tanks are used, tanks shall have a minimum capacity that is 50% greater than the potable water tank.
- There must be sufficient trash and garbage containers for each booth and for the public eating areas. The containers must be rodent and fly-proof and be kept clean.

BRING THIS PAGE TO THE EVENT AS A GUIDE TO SETTING UP YOUR HAND WASH STATION.



ELEMENTS OF AN ACCEPTABLE HANDWASH STATION

- Handwashing facilities must be provided in each food booth
- A minimum five (5) gallon insulated container
- Water must be kept warm – **at least 100°F**
- Spigot must provide a continuous stream of warm water that leaves both hands free
- Catch basin to collect wastewater
- Soap in a pump – no bar soap
- Single-use paper towels
- Separate trash can for towel waste only