



HAVERFORD TOWNSHIP HEALTH DEPARTMENT

1014 Darby Road
Havertown, PA 19083
610-446-1000 ext. 2501

www.havtwp.org

Temporary Event Food Operation Checklist

___ Handwashing stations must be set up in the stand or no more than ten feet from the stand and accessible at all times. Soap and paper towels must be provided at the handwashing station and set up before operation begins.

___ Employees must wash hands at frequent intervals. Gloves and hand sanitizer are not substitutes for handwashing.

___ Eating, drinking and smoking are not permitted in the stand.

___ No home-prepared food can be used or offered to the public.

___ All potentially hazardous foods must be maintained above **135°F** or below **41°F** at all times. A probe thermometer is required for temperature monitoring.

___ A separate container shall be set up with an approved sanitizer and used for storing and rinsing wiping cloths. Wiping cloths are to be used for sanitizing all food contact surfaces.

___ Sanitizer set up: 2 tsp. chlorine bleach to 1 gallon of water equal to 100 ppm or Quant sanitizer as per manufacturer's instruction equal to 200 ppm. Chemical test strips are required to monitor concentration.

___ Only limited food preparation, such as seasoning and cooking shall occur on site. All other food preparation shall be conducted in a licensed establishment prior to event.

___ No bare hand contact with exposed ready to eat foods. Use deli paper, tongs, spoons, spatulas or gloves.

___ Foods transported from licensed establishment to event site shall be maintained as hot food above **135°F** or cold foods below **41°F**. Foods shall be protected from contamination during transportation.

___ Frozen foods must be thawed before the event or stored at **41°F** or below in an insulated cooler then cooked.

___ An overhead covering shall be provided for outdoor events, overall food preparation, cooking, serving areas. Any open flame drills or fryers must be placed outside of the overhead covering in accordance with uniform fire code.

___ Food products shall be shielded or covered from consumer contamination through the use of lids, covers or sneeze guards.

___ Flooring shall be concrete or asphalt. Stands on glass, gravel or dirt shall be covered with mats, removable platforms, duckboards or other suitable materials.

___ Adequate lighting under the overhead covering must be provided for any outside evening events.

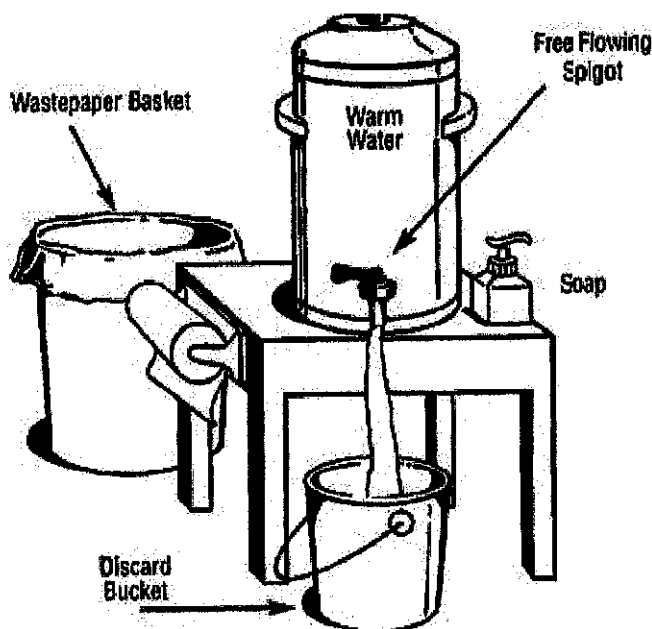
___ Ice used to chill food and for packaged drinks shall not be used as ice for consumption. Do not drop bags of ice on ground to break up ice.

___ All employees handling food shall wear hat, hairnet, visor or scarf.

___ Vendors must have access to potable water from an approved source at all times. Vendors must provide a food-grade hose to access water.

___ No grease, wastewater or food debris may be dumped in storm sewers or ditches. Properly dispose of waste according to law.

HANDWASHING

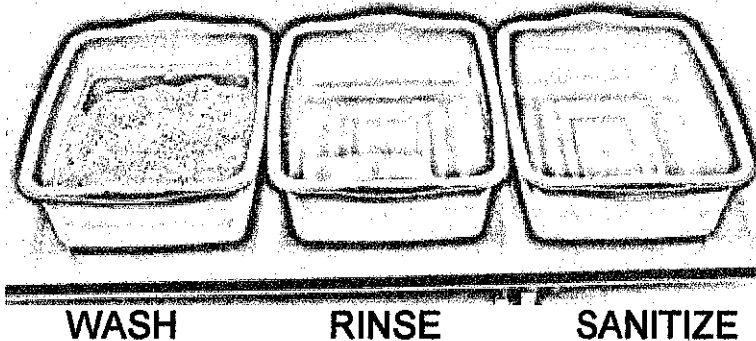


At least one convenient handwashing facility must be available for handwashing on site at **all times**. This facility must consist of, at least, a container with warm potable running water (via spigot if sinks won't be utilized), a catch bucket for wastewater, soap, individual single-use paper towels, and a trash container for disposal of paper towels. Employees must wash their hands at all necessary times during food preparation and service as specified, such as:

- Prior to starting food handling activities
- After using the restroom
- After sneezing, coughing, blowing your nose, eating, drinking, smoking, or touching a part of the body
- After touching an open sore, boil, or cut
- After handling money or other soiled items
- After taking out the trash or following any activity during which hands may have become contaminated.

DISHWASHING

Proper set up



PROPER SANITIZER CONCENTRATIONS

Chlorine
*50-100 ppm**

Quaternary
*200 ppm**

Ammonia Iodine
*12.5-25 ppm**

* Or as otherwise indicated by the Code of Federal Regulations (CFR) or by the manufacturer of the product.

Facilities must be provided to wash, rinse, and sanitize multi-use utensils, dishware and equipment used for food preparation at the site. Proper chemical sanitizer and the appropriate chemical test kit must be provided and used at each site. All dishes and utensils must be air dried. Use of disposable pans is recommended.