

# Checklist for Temporary Food Vendors

The following list is intended to help you plan for outdoor and special events. It is not intended to be an all-inclusive list of equipment and supplies needed. Equipment requirements may differ from operation to operation.

- Container/spray bottle with sanitizing solution and wiping cloths
- Chlorine or quaternary ammonia test strips for sanitizer
- Hand washing set-up: Covered container with free-flowing dispensing valve, disposable paper towels, soap, and wastewater collection container (*See diagram on page 4*)
- Mechanical Equipment to maintain all cold foods at **41°F** or lower
- Mechanical Equipment to maintain all hot foods at **135°F** or higher; **NO HEAT LAMPS**
- Cooked foods CANNOT be left out longer than **4 hours** (*see TPHC for reference*)
- NO bare-hand contact with Ready-to-Eat foods (ie. breads, salads)
- Clean Clothing and hair covering (caps, bandanas, chef hats); NO JEWELRY
- Disposable gloves, serving spoons, spatulas, tongs, scoops, hair restraints, etc.
- Roll of plastic wrap or aluminum foil for covering food
- Probe-type thermometer (0-220°F) for measuring food temperatures (accurate to +/- 2°F): Calibrated as needed
- Adequate number of tables with washable nonabsorbent and sealed surfaces
- Adequate number of trash cans and plastic garbage bags
- Thermometers for inside of all cold storage units
- Appropriate fire extinguisher(s)
- Overhead protection or a canopy
- Food MAY NOT be prepared/cooked at an unlicensed facility (i.e. residential)**
- Original copy of Seminole Tribe Temporary Food Service Permit.**
- Dispensers for condiments (IE: prepackaged, squeeze bottles, hinged lid containers)
- Cleaning supplies (dish soap, sanitizer, brooms, trash bags, garbage cans with lids)
- Dunnage racks or pallets to store all food and paper goods six inches off the floor.
- Consumer advisory provided (if serving raw/undercooked animal foods)
- Adequate protection from flying insects, vermin, dust, dirt and weather.
- Three large containers or tubs for washing, rinsing & sanitizing equipment (Sanitizer: chlorine or quaternary ammonia)
- No minors under age 15; No animals/pets

## Checklist for MFDV

The following list is intended to help you plan for outdoor and special events. It is not intended to be an all-inclusive list of equipment and supplies needed. Equipment requirements may differ from operation to operation.

- Container/spray bottle with sanitizing solution and wiping cloths
- Chemical test kit provided (for manual sanitizing or wiping cloth containers)
- Three-compartment sink installed and working properly. Drain boards provided (or equivalent shelving installed).
- All hot and cold holding units working correctly and provided with thermometers; stem thermometer, properly scaled (0 – 220F) available to measure food temperature.
- Cooked foods CANNOT be left out longer than **4 hours** (*see TPHC for reference*)
- NO bare-hand contact with Ready-to-Eat foods (ie. breads, salads)
- Disposable gloves, serving spoons, spatulas, tongs, scoops, hair restraints, etc. NO JEWELRY
- Fresh water/wastewater tanks installed with proper plumbing connections; wastewater tank at least 15% larger by volume than fresh water tank.
- Probe-type thermometer (0-220°F) for measuring food temperatures (accurate to +/- 2°F); Calibrated as needed
- All floors, walls and ceilings smooth, non-absorbent and easily cleanable; weather stripping installed (as necessary) around outer openings
- Generator installed (if applicable)
- Appropriate fire extinguisher(s)
- Soap/ disposable paper towels/handwashing signs at hand wash sink; hot/cold water provided/functioning at all sinks.
- Food MAY NOT be prepared/cooked at an unlicensed facility (i.e. residential)**
- Original copy of Seminole Tribe Temporary Food Service Permit.**
- Dispensers for condiments (IE: prepackaged, squeeze bottles, hinged lid containers) (if applicable)
- Cleaning supplies (dish soap, sanitizer, brooms, trash bags, garbage cans with lids)
- Lights installed and functioning; light shields installed.
- Consumer advisory provided (if serving raw/undercooked animal foods)
- Adequate protection from flying insects, vermin, dust, dirt and weather.
- No minors under age 15; No animals/pets



# TIME AS A PUBLIC HEALTH CONTROL

Improper time/temperature control is a leading cause of foodborne illness. The Centers for Disease Control and Prevention (CDC) estimates that 3,000 people die each year in the United States due to foodborne illness and 48 million more become ill. Time/Temperature control is an important factor in preventing foodborne illness.

When time/temperature control for safety (formerly potentially hazardous) foods (TCS foods) are removed from heat or refrigeration and allowed to remain at room temperature, disease-causing organisms (pathogens) multiply more rapidly. In addition to the threat present from the pathogens themselves, some pathogens also produce poisons (toxins) as they grow. These toxins cannot be removed from the food once they are present.

Studies have shown that it takes a while for TCS foods to warm up or cool down. It also takes a period of time for pathogens to be able to multiply at a fast rate. The Food and Drug Administration (FDA) has established guidelines to safely hold TCS foods at room temperature for a short period of time. Holding TCS foods at room temperature (or any less than required temperature) is known as using “time only” (instead of time and temperature) to control the growth of pathogens in the food - or “Time as a Public Health Control”.

TCS foods left in the temperature danger zone closest to human body temperature (98.6°F) are at greatest risk for pathogen growth. For this reason, there are time control options – 4 hours.

## Main Requirements When Using Time Only As a Public Health Control

- ◆ **Written procedures explaining your particular operation must be available at all times.**
- ◆ **If foods are cooked, cooled and kept cold before being held using time as a public health control, written procedures must be available for each process. Temperatures must be monitored and recorded for the cooking, cooling and cold holding processes to ensure the foods reach the proper temperature within the required amount of time – and are held at the proper temperature.**
- ◆ **The foods must be marked or identified to indicate when time control begins and when the time limit expires (4 hours).**
- ◆ **Foods that are not marked or identified as required must be discarded immediately.**
- ◆ **Foods must be discarded when they have reached the time limit (4 hours).**
- ◆ **Once food has been held using time as a public health control, it cannot go back to being held using temperature control regardless of the temperature of the food. Specific Requirements Based Upon the Time Option Chosen**

### 4-Hour Option

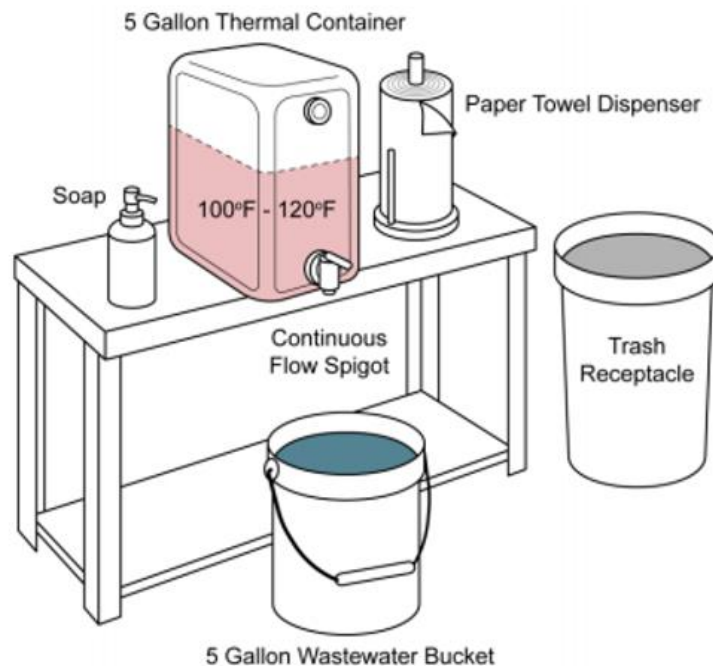
- ◆ **The food must begin at 41°F or below; or 135°F or above. (Cut tomatoes, and commercially processed pancake and waffle batter reconstituted with water may begin at any temperature.)**

Establishments serving a highly susceptible population, such as immunocompromised individuals, young children and the elderly, may not use time as a public health control

# Hand Washing Station



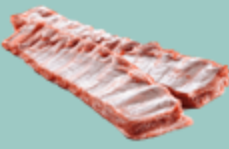
One of the most important pieces of equipment you will have at your food booth is a properly equipped hand washing station. You are permitted to use a commercial, portable hand sink. You may also use a (minimum) 5-gallon container that has a free-flowing dispensing valve, as depicted in the picture below. (The dispensing valve should have an 'on' and 'off' position so that both your hands are freed for proper hand washing.) This set up must be used in conjunction with liquid soap, single-use paper towels, and a catch bucket beneath to collect dirty water. The hand washing station must face the inside of the booth and must be easily accessible from all booth locations. It should also be set up at table height. Be sure to keep plenty of extra water on hand.

**\*\*\*HAND SANITIZER IS NOT AN ACCEPTABLE SUBSTITUTE FOR HAND WASHING\*\*\***



ANY BOOTH FOUND WITHOUT ADEQUATE HANDWASHING FACILITIES AS DESCRIBED ABOVE WILL BE CLOSED UNTIL ADEQUATE FACILITIES CAN BE PROVIDED.

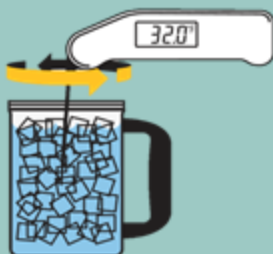
# COOKING TEMPERATURES

	FOOD	TEMP (°F)	REST TIME
	Ground meat, injected meat, ground, chopped, or minced fish, and eggs (Hot held for service)	155°F	15 Seconds
	Poultry, stuffing, microwave, reheating	165°F	15 seconds
	Roasts	145°F	4 minutes
	Beef, pork, veal, lamb, fish, and eggs (immediate service)	145°F	15 seconds
	Fruits and vegetables (hot held for service), commercially processed ready-to-eat foods.	135°F	15 seconds

## THERMOMETER CALIBRATION

1. Fill a large container with crushed ice. Add clean tap water until the container is full.  
Note: Stir the mixture well.
2. Put the thermometer stem or probe into the ice water so the sensing area is completely submerged. Wait thirty seconds, or until the indicator stops moving.  
Note: Do not let the stem or probe touch the container's bottom or sides.
3. Hold the calibration nut securely with a wrench or other tool and rotate the head of the thermometer until it reads 32°F (0°C).

*\*Note: On some thermocouples, it may be possible to press a reset button to adjust the readout*





# Food Safety Training

Seminole Tribe of Florida Health Department requires all food service employees to be trained on proper food safety and hygiene practices.

All managers must obtain food manager certification by passing a written exam. All other food workers must complete food service employee training, which does not require a written exam. See key differences below:

## Food Managers:

- 5 year certification
- Written Exam
- Owners; Managers; Chefs; Supervisors
- Extensive food safety knowledge
- Supervises food handlers, maintains food safety programs, ensures food safety practices, and handles food
- Creates and maintains food safety plans.
- One food manager must be present if there are four or more employees

## Food Handler:

- 3 year certification
- No written exam
- Food Preparers; Food Servers; Frontline Staff
- Basic food safety knowledge
- Basic food handling procedures
- Preparation, serving, and clean up
- Update food safety plans



## TOP TEN PROBLEM AREAS FOR TEMPORARY FOOD BOOTHS

Plan to avoid these pitfalls when setting up your temporary food booth to reduce potential risks of foodborne illnesses

- 1. Food on the floor**  
*-Bring enough pallets or dunnage racks & plan your layout*
- 2. Dirty equipment/coolers**  
*- Scrub & sanitize everything before you arrive*
- 3. Not using thermometers**  
*-Keep thermometers handy, teach your cooks to check*
- 4. Improper Thawing**  
*-Do NOT leave food out to thaw*  
*-Thaw in the refrigerator, cooler, or as part of the cooking process*
- 5. Condiments exposed to open air, bugs**  
*-Use pre-packaged condiments or self-contained dispensers*
- 6. Lack of Ice / Insufficient Cold Holding**  
*-Plan ahead to have enough extra ice & coolers available*  
*-Do not overstock refrigerator*
- 7. Not enough handwashing**  
*-Provide central, easy to use handwashing set-up*  
*-Provide hand sanitizing wipes (no lanolin or baby wipes)*
- 8. Separate utensils for cooked VS raw food**  
*- Mark and keep utensils separate; train your food handlers*
- 9. Food left uncovered**  
*-Have plastic wrap or foil on hand to keep things covered*
- 10. Not enough people to have separate jobs**  
*-Assign separate tasks (food handlers VS nonfood handlers)*  
*-Make sure you have enough people not to mix food handling tasks with no food handling tasks (i.e. cashiering)*



## **When You Wear Gloves, Wear Gloves the Right Way !**

- ▶ Wear food service gloves or use sanitary utensils or deli tissue when handling ready-to-eat foods.
- ▶ Always wash your hands before putting on gloves.
- ▶ Change your gloves any time you would need to wash your hands.
  - » After touching your body
  - » After using the toilet
  - » After eating or drinking
  - » After handling dirty equipment or utensils
  - » After handling raw food
  - » After any other activities that contaminate your gloves
- ▶ Remove your gloves before washing hands.

For specific information,  
read the 2001 FDA Food  
Code, section 2-301.14





# **SEMINOLE TRIBE OF FLORIDA HEALTH DEPT. TEMPORARY FOOD SERVICE GUIDELINES**

A temporary food service means a facility that operates at a fixed location in conjunction with a single event such as a Pow Wow, fair, carnival, or other celebration.

## **I. LOCATION**

- (A) Temporary food stands must be at least 100 feet away from buildings housing animals or other sources of odors, flies or insect infestations.
- (B) Toilet facilities must be located within 400 feet.

## **II. CONSTRUCTION**

- (A) Each facility must have a roof made of wood, canvas, or other approved material that protects the interior of the establishment from splash, dust, and inclement weather.
- (B) Barrels and other containers which have been used for the storage of toxic products shall not be used as a cooking or food storage device.
- (C) All means of cooking at counters, grills, barbecue pits and other types of cooking must be in an enclosed area effectively separated, so as not to be accessible to the public, by using fence, rope or similar means.

## **III. WATER SUPPLY**

- (A) A potable water supply from an approved source must be provided on the premises for use in food preparation, utensil-washing and food worker hand washing.
- (B) Temporary restaurants which do not have water under pressure are required to provide food grade water containers which are smooth, easily cleanable and have a tight fitting cover. Containers must be cleaned and sanitized in an approved manner each day prior to commencement of operations.
- (C) An electric or gas heating device is required to heat water for hand washing and utensil washing. (MFDV)
- (D) Water hoses must be of food grade material, i.e., clear plastic or of nontoxic materials approved by the USDA, FDA and NSF. An approved backflow prevention device shall protect water supplies that are connected to hoses.

## **IV. UTENSILS**

- (A) Only single-service cups, dishes, and implements shall be used for serving food and drink. These utensils shall be fully protected from contamination, and shall be used only once.
- (B) All single-service utensils shall be stored in the original closed container or effectively protected from dust, insects and other contamination and be stored a minimum of 6 inches off the floor. Single-service straws, knives, forks, spoons and toothpicks that are stored in a container which is self-service to the customer, shall be individually wrapped unless served through an approved dispenser or dispensed individually by a food service employee to the customer.
- (C) Dishes and utensils must be washed after each use in the following manner: 1) pre-wash (scrape and soak), 2) wash in a good detergent, 3) rinse in clean water, 4) immerse in a 100 ppm bleach solution or other approved sanitizer for two minutes, and 5) air dry. (100 ppm bleach solution = 1/4 ounce bleach per gallon of water; an approved test kit must be used for measuring the level of sanitizer in solution)

## **V. WASTEWATER DISPOSAL**

- (A) Liquid waste should be emptied into an approved sewage collection system when such system is available. When not available, liquid waste must be stored in a sealed container. This waste shall be disposed of at a location that will not create a fly, odor, or nuisance problem.

## **VI. HAND WASHING**

- (A) Hot water or tempered water must be provided for hand washing. If potable water is under pressure at the facility, a single compartment stainless steel or porcelain hand wash sink with proper liquid waste disposal must be used.
- (B) Where potable water is not under pressure, a minimum of two pans or basins for hand washing and rinsing is required (a single basin with two compartments is acceptable). Hand washing basins shall be kept in a clean and sanitary condition.
- (C) An alternative method for hand washing when potable water is not under pressure is as follows: Hot or tempered water in a suitable clean container with a spigot is encouraged for washing and rinsing hands. Water from the spigot will run over the hands while they are being washed and rinsed and the wastewater collected for proper disposal such as in a bucket or pan.
- (D) Disposable towels, soap and a waste receptacle shall be provided in the area of the hand washing basins.
- (E) All food service workers shall wash their hands frequently while preparing and serving food. Food workers must wash their hands immediately after using the toilet.

## **VII. PERSONAL HYGIENE**

- (A) All persons working in concessions will wear clean clothing and caps or hair nets.
- (B) No person who has any disease, in a communicable form or is a carrier of such disease shall work in any temporary food service, and no facility shall employ any such person or persons suspected of having any communicable disease or being a carrier of such disease.
- (C) Tobacco products, in any form, shall not be used in the food preparation or serving areas. Employees of the facility shall wash their hands immediately after using any tobacco products.
- (D) Unauthorized access to the food preparation area should be prohibited. Only food service workers should be present in the facility.
- (E) No children under the age of 15 years shall work in a temporary food service facility.

## **VIII. FOOD PROTECTION**

- (A) Potentially hazardous food, such as cream-filled pastries, custards, and similar products, and meat, poultry and fish in the form of salads shall not be served, e.g., potato, chicken and egg salads. No home canned products shall be served. Foods must be from approved sources.
- (B) Potentially hazardous foods such as hamburger, salads, eggs, milk, etc., shall be kept refrigerated at a temperature of less than 41 degrees F when not being served. Potentially hazardous hot foods, such as Indian Taco meat or soup, shall be kept hot at 135 degrees F or higher. Frozen foods shall be thawed out at temperatures below 41 degrees F or during the cooking process. No thawing of frozen foods at outdoor temperatures will be allowed.
- (C) An accurate and visible thermometer must be located in each refrigeration unit.
- (D) An accurate metal stem thermometer must be provided for checking internal temperatures of cold and hot potentially hazardous foods.
- (E) All foods and drinks are to be covered at all times to prevent contamination from flies, dust, sneezing, etc. If cloth coverings are used, they shall be used for no other purpose and shall be replaced by clean cloths daily.

- (F) Ice, which will be consumed or will come in contact with food, shall be obtained from an approved source in chipped, crushed or cubed form. Such ice shall be obtained in single service closed containers, and shall be held therein or in sanitary covered containers until used. Dippers or scoops shall be used for dispensing ice.
- (G) All nonperishable food must be stored in its original container a minimum of 6 inches above the floor of the temporary restaurant.
- (H) Nonperishable food which is not stored in its original container must be stored in an approved food grade covered container, and if the food item is not readily recognizable, must be labeled for content.
- (I) Sugar, cream, mustard, ketchup and similar products shall be served from individual packages or approved dispensers unless they are served by food service employees.
- (J) Items such as pickles, onions and relish shall be served by food service employees unless individually packaged.
- (K) Plastic squeeze bottles, pumps and similar types of dispensers must be fabricated so as to be smooth, easily cleanable and capable of being completely disassembled for washing, rinsing and sanitizing.
- (L) Live animals shall be excluded from the operational area of the food service facility.

#### **IX. REFUSE**

- (A) Garbage and refuse shall be routinely removed from the immediate area around the facility to prevent the attraction of flies and the creation of odor and nuisance problems.
- (B) Durable waste containers of sufficient size and number, lined with plastic bags and provided with tight-fitting lids, will be provided by the operator of the facility. These containers must be covered at all times. The containers will be emptied as often as necessary to avoid creating a nuisance. When dumpsters are used for daily storage, plastic bags shall be used and tightly closed prior to storage in dumpsters.

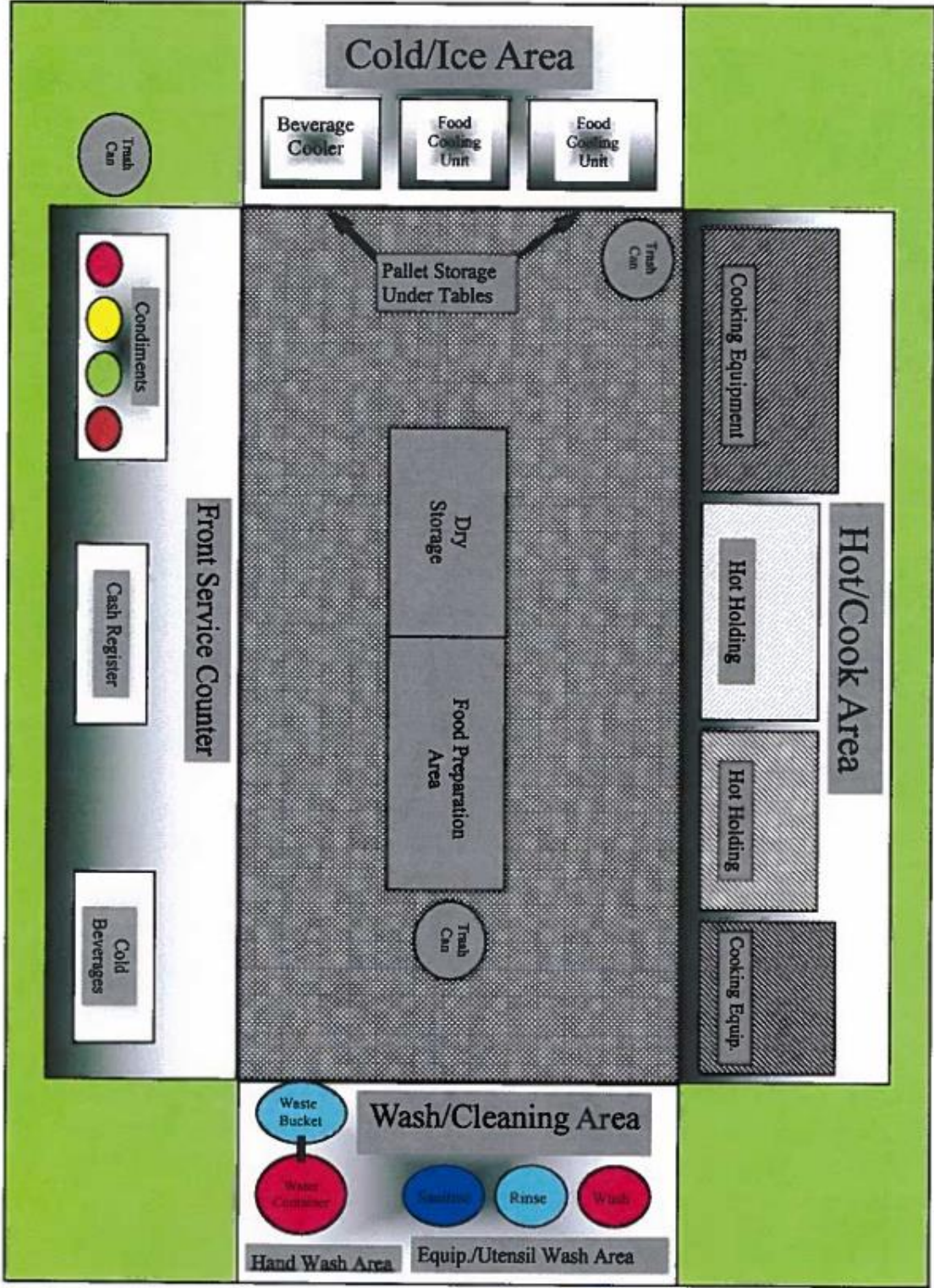
#### **X. WASHING AND CLEANING AIDS**

- (A) All washing aids such as brushes, dish mops and dish cloths used in dishwashing shall be maintained in a clean and sanitary condition. Counter cloths must be stored in an approved sanitizing solution, i.e., 100-ppm chlorine bleach solution (1/4 ounce bleach per gallon of water).
- (B) An approved test kit must be used for measuring the level of sanitizer in solution.
- (C) Floor cleaning aids such as mops, brooms and buckets should not be stored in food preparation areas.

#### **XI. TOXIC PRODUCT USE**

- (A) Toxic products must not be used in a way that contaminates food, equipment or utensils or in a way that constitutes a hazard to employees or other persons, or in a way other than in full compliance with the manufacturer's label.
- (B) Toxic products shall not be stored above food, food equipment, utensils or single-service articles.

# Example of Temp Event Layout



Sample Booth Layout

Covered Tent



# SEMINOLE TRIBE OF FLORIDA

HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH PROGRAM  
6365 Taft Street Suite 2002  
HOLLYWOOD, FLORIDA 33024



## TEMPORARY FOOD SERVICE VENDOR APPLICATION

Event Name: \_\_\_\_\_  
Establishment Name: \_\_\_\_\_  
Owner Name: \_\_\_\_\_  
Owners Address: \_\_\_\_\_  
Phone and Email Address: \_\_\_\_\_  
Type of Food To Be Sold: \_\_\_\_\_  
\_\_\_\_\_

Names of people that will work in the Temporary Food Service Facility: (NO MINORS ALLOWED)

- |    |    |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |

Name of Individuals who are food certified:

\_\_\_\_\_ Date of Training: \_\_\_\_\_ Agency offering Training: \_\_\_\_\_  
\_\_\_\_\_ Date of Training: \_\_\_\_\_ Agency offering Training: \_\_\_\_\_  
\_\_\_\_\_ Date of Training: \_\_\_\_\_ Agency offering Training: \_\_\_\_\_  
(If more space is needed please complete on back of form)

IF THERE IS NO ONE CERTIFIED ON BASIC FOOD SAFETY, ONE PERSON FOR EVERY THREE INDIVIDUALS IN BOOTH  
WILL NEED TO TAKE TRAINING

Class will be offered by STOF on: \_\_\_\_\_

Period of Food Service Operation:

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

As the owner/operator of this Temporary Food Service Facility, I hereby apply for a permit from the Seminole Tribe of Florida to operate my business on the Reservation. I have reviewed the requirements of the TEMPORARY FOOD SERVICE GUIDELINES of the Seminole Tribe of Florida and agree to comply with said guidelines.

I understand that failure to comply with any of the requirements of these Guidelines will result in the revocation of my Temporary Food Service Permit.

\_\_\_\_\_  
Owner/Operator

\_\_\_\_\_  
Date