

Self-Inspection Checklist for Nonprofit Sponsored Temporary Food Facilities

PRE-OPENING REQUIREMENTS: COMPLETE BEFORE BEGINNING FOOD PREPARATION / DISTRIBUTION

POTABLE WATER

- Approved supply of potable water provided.
 - Commercially purchased bottled water or municipal water

FOOD BOOTH STRUCTURE AND OPERATIONS

- Soundly constructed with overhead protection and large enough to accommodate all food and equipment. (no food preparation is allowed outside of booth)

- Booths that handle open food shall have:**
 - Fully enclosed booth with approved 16-mesh fly-screening or canvas on all sides OR other approved means of protecting food from contamination by flies
 - Hand wash station is set-up with at least running water and disposable towels. [Recommend liquid soap.]

- Utensil wash station** is set-up and ready-to-use inside booth consisting of 3 containers large enough to hold largest piece of equipment or utensil.

- Soapy water in 1st container.
- Clean water in 2nd container.
- Sanitizing solution in 3rd container.
(ie/ 1 tablespoon of bleach for each gallon of water)

NOTE: An exception to utensil wash station being required would be to provide enough utensils to swap out at frequent intervals during operation.

- All equipment and utensils approved for use.
 - Made of safe material and easy-to-clean.
 - No galvanized utensils/containers in contact with acidic foods.
 - All utensils and cooking equipment are off the floor and inside facility (except grills and deep fat fryers)
- Live animals not allowed in booth or cooking areas.

- Sanitizing solution for wiping cloths provided. (For example, use 1 tablespoon of unscented bleach for each gallon of water for a concentration of 50-100 PPM chlorine)

FOOD PREPARATION AND HANDLING

- Food from an approved source – no foods stored or prepared in a private home.
- NO open food stored or displayed at service counters.
- Neither of the following foods prepared without an approved Hazard Control Plan:** Cream-filled pastries, custards, salads containing meat, poultry, eggs or fish.
- All open food stored inside facility and off the floor.
- Calibrated probe-type metal thermometer provided
- Food temperature control. Enough equipment provided to hold ALL:
 - Cold foods at or below 45°F
(41°F recommended)
 - Hot foods at or above 135°F.
- Required minimum cooking temperatures monitored. (pork 145°F, fish 145°F, ground meat 155°F, poultry/stuffed foods/reheat 165°F)
- Utensils or disposable gloves provided to *minimize* hand/food contact.

EMPLOYEE HABITS

- Employees keep hands clean and wash hands frequently.
- Employees have no open sores or communicable disease(s)
- All food handlers are wearing clean clothing and hair is restrained, if needed.
- No smoking allowed in food facility or grill/deep-fat fryer area.

- Valid permit posted allowing operation of temporary food facility, as issued by the municipality.
- Self-inspection checklist visibly posted inside booth.**

SIGNATURE OF BOOTH OPERATOR COMPLETING CHECKLIST:

DATE:

***Adapted from Santa Clara County DEH
Temporary Food Checklist***