

GUIDELINES FOR THE OPERATION OF A TEMPORARY FOOD SERVICE

APPROVAL

- An **APPLICATION FOR A PERMIT TO OPERATE A TEMPORARY FOOD SERVICE** must be completed and submitted to Environmental Health Services at least two weeks prior to the first date of operation.
- Your application will be reviewed by a Health Officer and, if satisfactory, a **PERMIT TO OPERATE A TEMPORARY FOOD SERVICE** will be issued. Operation of the temporary food service must not begin until a permit has been issued.
- A copy of your permit must be available at the temporary food service during its operation.

DEFINITIONS

- **Operator:** The person who is responsible for the operation of the temporary food service.
- **Potentially Hazardous Food:** Any food or drink that consists in whole or in part of milk or milk products, eggs, meat, poultry, fish, shellfish, or any other ingredients, in a form capable of supporting the growth of infectious and/or toxigenic microorganisms.
- **Non-potentially Hazardous Foods:** Foods which do not support the growth of infectious and/or toxigenic microorganisms. In general, these foods either have a pH level of 4.6 or below or a water activity of 0.85 or less.
- **Temporary Food Service:** An eating or drinking place that operates for a period of 14 days or fewer per year in connection with any fair, carnival, circus, sports day, public exhibition or other public gathering.
- **Temporary Food Premises:** A temporary food service that only exists during the term for which the permit is valid (e.g., tables and barbecue set-up during Rendezvous).
- **Temporary Food Function:** A temporary food service that operates from a fixed facility that has been approved for such uses by Environmental Health Services (e.g., church kitchen).

CONSTRUCTION AND OPERATION - Temporary Food Premises

- A Temporary Food Premises shall be constructed so as to ensure food is protected from contamination. This may require a floor, ceiling, and walls. Your construction proposal should be discussed with a Health Officer.
- All food preparation surfaces must be smooth, impervious to moisture, and easy to clean (e.g., tables, counters, shelves).
- Food preparation areas shall be arranged so as to prevent public access and to protect public safety (e.g., prevent tripping or contact with hot surfaces).

- Coolers, refrigerators, cold holding units shall be capable of holding potentially hazardous foods at or below 4°C (40°F).
- Freezers shall be capable of holding potentially hazardous foods at or below -18°C (0°F).
- Hot holding units shall be capable of holding potentially hazardous foods at or above 60°C (140°F).
- Foods must be stored at least six inches off of the ground. This includes foods stored in boxes, plastic containers, coolers, etc.

OPERATION - Temporary Food Function

- Prior to the operation of a Temporary Food Function, the operator shall ensure:
 - the facility to be used is clean, sanitary, and in good repair; and
 - all equipment is functioning properly, particularly refrigerators, freezers, and hot holding units.

WATER SUPPLY

- A sufficient supply of warm water shall be available for cleaning and hand washing.
- If necessary, a Health Officer may require that the water to be used be tested prior to use for bacteriological quality.

TOILETS AND HAND WASHING

- Operators must provide a sufficient number of toilets, either permanent or portable (minimums: 50 customers – two toilets, 100 customers – three toilets. Add three additional toilets for every 100 additional persons up to 400. For events with more than 400 people, contact EHS for more information). When using port-a-potties, consider customer load and frequency of pump-out when deciding how many to provide.
- To facilitate hand washing, one sink must be provided and an additional sink for every two toilets thereafter. Sinks must be supplied with warm potable water, hand soap, and paper towels.
- To facilitate hand washing in the food handling area a sink or basin supplied with warm potable water, hand soap, and paper towels shall be available.
- Disposable hand wipes and waterless hand sanitizer may be an acceptable alternative for hand washing for patrons using toilets, but not for operators handling food. Discuss products to be used with a Health Officer.

SEWAGE / WASTE WATER DISPOSAL

- Provision shall be made for adequate collection and disposal of all liquid wastes.

- If a sanitary sewer connection is not available, a holding tank and/or bucket must be provided and the final disposal shall be to a sanitary sewer or an approved sewage disposal system.

SOLID WASTE DISPOSAL

- An adequate number of garbage cans shall be provided in the food preparation area and on site for use by staff and customers.

FOOD SAFETY TRAINING

- It is recommended that the operator and staff attend a food safety training course, such as FOODSAFE, or review the *Food Safety Code of Practice for Canada's Foodservice Industry* prior to operating a Temporary Food Service.

SELECTION OF FOODS

- All potentially hazardous foods sold or provided through a Temporary Food Service shall be from approved sources.
- Non-potentially hazardous foods from this list do not require a permit and can be produced from a home kitchen.
 - apple sauce
 - fudge, toffee and hard candy
 - bread, bannock and buns (no potentially hazardous foods as fillings, e.g., dairy, cheese)
 - butter tarts
 - cakes, cinnamon buns, brownies or muffins (sugar icing only, no dairy fillings or synthetic whipped cream)
 - popcorn
 - dry cereal products
 - dry noodles (dry flour only, no egg based noodles)
 - chocolate
 - cookies, Rice Crispies squares
 - dried fruit
 - whole fresh fruit and vegetables
 - fruit pies and pastry
 - honey (pasteurized) and syrup
 - jam or jelly (pH 4.6 or less)
 - pickled vegetables (pH 4.6 or less)
 - relish (pH 4.6 or less)

STORAGE OF FOODS

- Food shall be stored in such a manner as to prevent contamination by dust, dirt, rain and insects/pests, and from being handled or contaminated by the public. Food shall be covered, protected by sneeze guards, or placed in food-grade containers.
- Potentially hazardous food must be stored at or below 4°C (40°F); or at or above 60°C (140°F).
- An accurate reading thermometer shall be available and used to monitor temperatures of potentially hazardous foods.

PREPARATION AND HANDLING OF FOODS

- Potentially hazardous foods must be prepared on-site or in a facility that has been approved for such use by a Health Officer. Home preparation is not acceptable for any potentially hazardous foods.
- An accurate reading thermometer shall be available and used to monitor the following temperatures for potentially hazardous foods:
 - a) the minimum internal temperature for cooked food is 84°C (185°F) for poultry and 74°C (165°F) for all other foods; and
 - b) when cooling foods following cooking, the internal temperature must go from 60°C (140°F) to 20°C (68°F) or less within two hours, and from 20°C (68°F) to 4°C (40°F) or less within the next four hours.
- Food preparation areas shall be clean and sanitary, and arranged and operated in a manner that prevents the contamination of foods.
- Bleach shall be provided for sanitizing dishes and food contact surfaces.
- Utensils and equipment used in the preparation, cooking, storage, and serving of foods shall be clean and in good condition. Storage of utensils and equipment shall be in a manner that prevents contamination.
- For Temporary Food Premises, only disposable dishes and utensils shall be provided to customers. Disposable dishes and utensils shall not be reused.
- Every person who handles, prepares, or serves food shall:
 - observe good personal hygiene;
 - wear clean garments;
 - restrain hair with a hair-net or clean hat;
 - not smoke; and
 - wash their hands thoroughly before handling food or food preparation utensils and equipment, and at any time hands become contaminated.
- Food must not be handled by anyone who may have or has an infectious or communicable disease that can be spread through food or drink.
- Animals and the general public are not permitted in food preparation and storage areas. This includes areas where food preparation utensils and equipment are stored.

FOR FURTHER INFORMATION CONTACT

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