

Peterborough County-City Health Unit

Special Events

Food Vendor Requirements



... because health matters!

Peterborough County-City Health Unit

Special Events Food Vendors Requirements

The Peterborough County-City Health Unit works to ensure that all special events will be as safe as possible from a public health point of view.

Please note that each food vendor must complete and submit a special event application, and proposed food menu (enclosed) to the Peterborough County-City Health Unit and to the event co-ordinator at least 2 weeks prior to the event. Applications must be accompanied by a recent inspection report of the food concession or inspection report for the premise where the food was prepared (if prepared off site for the event).

Certified food handler training is strongly recommended for all food vendors and their staff. Training is available through the Peterborough County-City Health Unit and is recognized throughout Ontario.

Your special event application will be reviewed upon receipt. The Health Unit may conduct site inspection(s) at any time, during the event.

It is recommended that the attached information package be reviewed by food vendors and their staff. This package has been developed to help you run your food service operation in a manner that will limit the risk of food borne illness.

For more information, please contact the Peterborough County-City Health Unit at 743-1000.

Food Definitions

Hazardous Food

Food, which consists in whole or in part of milk or milk products, eggs, meat, poultry, fish, shellfish, or other products that can support the growth of disease-causing bacteria. Examples are deli meats, meats and poultry, sausage, fish, eggs, cheese and cream filled pastries. Meringue and other desserts containing dairy products are considered hazardous foods.

Non-hazardous Food

Food, such as dry goods and cereals, most baked goods and unconstituted dehydrated foods. These foods do not normally support the growth of disease-causing bacteria and do not usually need to be refrigerated. Examples are cookies, breads, cakes, potato chips, popcorn, and nuts.

Food Handling

- Use separate work tables or surfaces for the preparation of raw foods and ready-to-eat foods so as to prevent cross-contamination.
- Use separate cutting boards for different foods e.g.: beef, chicken and pork.
- Use utensils (e.g. tongs, ladles, forks, spoons) to handle foods. Napkins or disposable wrappings should be used to handle dry goods like pastries and donuts.
- Microwave ovens are not to be used to cook raw foods. Microwave ovens can be used to reheat soups, stews, gravies, sauces and pre-cooked dishes only.
- Food storage containers, supplies (e.g., cutlery, plates, cups, napkins) and food items must be stored within the premise and protected from contamination.

Hand Washing

- Hand-wash basins are a mandatory requirement under the Ontario Food Premises Regulation.
- Hands must be washed regularly with liquid hand soap and warm water throughout the day, especially after smoking, shaking hands, using the bathroom, sneezing, coughing, after breaks and before starting work.
- Money handlers should not be handling food and vice versa unless hands are washed in between tasks.
- Hand-wash stations must be provided by you if they are not available. Warm water, paper towel (not cloth) and liquid hand soap in a pump dispenser are required in each food preparation/handling/serving area(s).
- The water container must have a turn valve that will allow water to flow freely while permitting both hands to be washed at the same time.
- All water used is to be from an approved potable supply.

NOTE: Hand-sanitizing gels are not permitted as a substitute for hand washing; but may be used in addition to hand washing.

Vendor Hygiene

- If you are coughing or sneezing, have a fever, diarrhea or vomiting, or have sores or infected cuts on your hands, you should not handle or prepare food.
- Clean outerwear is required.
- Hair restraints such as a hair net or ball cap must be worn while handling or preparing foods.
- Smoking is not permitted within the food premise.
- Glove use is not suggested unless the food handler has a minor cut or burn. Gloves must be changed in between tasks and hands must be washed before putting new gloves on and after taking dirty gloves off.
- Washing gloves is not acceptable.
- Gloves are for single use only, and should be non-latex.

Food Storage/Temperatures

- Ensure all foods are thoroughly cooked to the proper temperatures shown below.
- An accurate probe thermometer is required to check the internal temperature of food.
- Ensure all hot foods are maintained at the proper temperatures.
- An accurate, working thermometer must be placed in all cold holding units.
- Transport hot and cold foods quickly from place to place. Use thermal insulated containers with cold or hot packs to maintain minimum required temperatures.
- Foods are to be protected during transportation, storage and display. For example, the use of wrap, foil, lids, plastic sneeze guards or other similar food grade material can be used to protect foods from dust, dirt, insects or foreign objects. Plastic containers are suggested for storage as they are insect and rodent proof, and waterproof.
- Keep food and food supplies off of the ground (store 6"/15 cm off floor).
- Keep all foods and food supplies stored in a secured area such as your food premise vehicle.

Safe Food Storage Temperatures

Cold Holding	4EC	40EF
Hot Holding	60EC	140EF

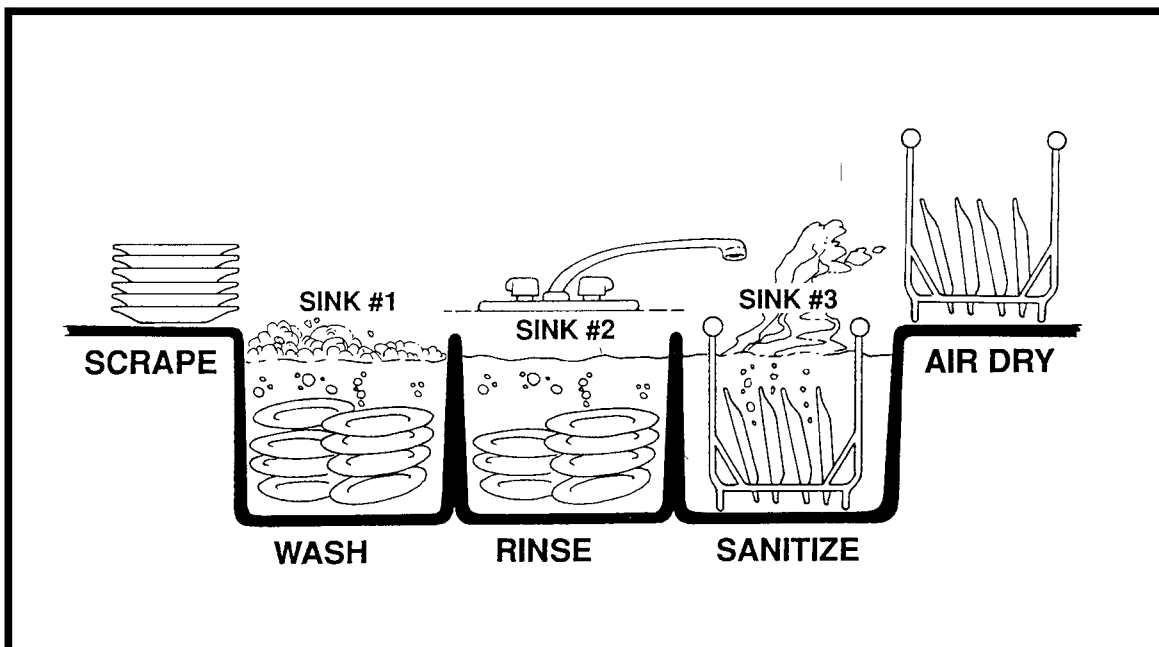
Cooking Temperatures

Cook Foods to a minimum internal temperature of:		
Whole Poultry (Chicken, turkey)	82EC	180EF
Poultry pieces or Ground Poultry	74EC	165EF
Hazardous food Mixtures	74EC	165EF
Ground Meats (beef, pork, lamb)	71EC	160EF
Pork and Pork Products	71EC	160EF
Fish	70EC	158EF
Use a probe thermometer to check internal cooking temperatures.		

Cleaning and Sanitizing

- The three step method is to be used to clean multi-use utensils such as cups, glasses, forks, etc. Utensils are to be washed in the first sink, rinsed in the second sink and sanitized in the third. Two sinks can be used for pots, pans and large utensils **if items can be thoroughly rinsed** between washing and sanitization.
- A sanitizing solution of bleach and water 100 ppm (part per million) can be used in the third sink. Combine 2 ml. of bleach with one gallon (4.5 L) of water to obtain 100 ppm sanitizer.
- For large or stationary items such as cutting boards, after washing rinsing a sanitizing solution can be applied from a labelled spray bottle containing a 200 ppm sanitizing solution of bleach and water. Allow item to sit for 45 seconds before drying with paper towel or allow to air dry.
- Other sanitizers in proper concentrations, following the manufactures instructions, may be used if approved by the Health Department.
- Ensure all containers (bucket/spray bottle) with the proper concentration of bleach and water or other sanitizing solution are properly labelled.
- Do not rinse items after sanitizing, the sanitizer will not add flavour or odour to the food.
- All water used is to be from an approved potable supply.

NOTE: Sanitizer test strips should be used to verify sanitizer concentration.



Waste Disposal

- Garbage such as food waste is to be stored in lined garbage bins of durable, waterproof and rodent-proof material and covered with a tight fitting lid.
- Final garbage disposal can be made at a designated garbage bin, if provided on site. If not provided, store all garbage within your booth, trailer or other secured area until final disposal can be made offsite.
- Grease from fryers must be stored in covered, non-flammable and durable containers and is to be disposed of by approved methods.

Wastewater Disposal

- Wastewater must be collected in a covered, durable tank and disposed of in an approved sanitary sewer, bathroom facility or holding tank. Wastewater is not to be disposed of on the surface of the ground.

Food Vendor's Application for Special Events

Fax or mail to the Peterborough County-City Health Unit at least 2 weeks prior to special event.

Concession Name:			
Concession Contact:		Phone:	
Address:		Cell:	
City/Town:		Fax:	
Postal Code:		E-mail:	
Name of Event:			
Location:			
	<input type="checkbox"/> public park <input type="checkbox"/> street <input type="checkbox"/> mall property <input type="checkbox"/> private property		
	<input type="checkbox"/> other - please specify:		
Date(s) of Event:	<input type="text"/> / <input type="text"/> / <input type="text"/> to <input type="text"/> / <input type="text"/> / <input type="text"/> (DD MM YY)		
Daily operating hours:			
Previously inspected:	<input type="checkbox"/> Y <input type="checkbox"/> N	Name of Health Unit:	
Food Storage/Transportation			
How will you keep foods cold during transportation to site?	<input type="checkbox"/> refrigerated truck <input type="checkbox"/> coolers with ice <input type="checkbox"/> thermal containers <input type="checkbox"/> other - specify		
How will you keep foods cold during the event?	<input type="checkbox"/> not required <input type="checkbox"/> refrigerated truck <input type="checkbox"/> coolers with ice <input type="checkbox"/> other - specify		
How will you keep foods hot during the event?	<input type="checkbox"/> not required <input type="checkbox"/> sterno/chaffing dish <input type="checkbox"/> barbecue/grill <input type="checkbox"/> propane stove <input type="checkbox"/> crock pot <input type="checkbox"/> hot plate <input type="checkbox"/> other - specify		
How will foods be protected from contamination during the event?	<input type="checkbox"/> sneeze guards <input type="checkbox"/> plastic wrap <input type="checkbox"/> other (all foods to be stored at least 6"/15 cm off the ground.)		
Hand Wash Station:			
Hand wash unit, paper towel, liquid pump soap and waste water catch container provided?	<input type="checkbox"/> Y <input type="checkbox"/> N		
Utensil washing:			
Two sinks:	<input type="checkbox"/> Y <input type="checkbox"/> N (must be able to thoroughly rinse between wash & sanitization)		
Three sinks:	<input type="checkbox"/> Y <input type="checkbox"/> N		
Sanitizer:	<input type="checkbox"/> Y <input type="checkbox"/> N	Type: Chlorine	<input type="checkbox"/> Other <input type="text"/>
Food Safety Management:			
Certified food handler on site:	<input type="checkbox"/> Y <input type="checkbox"/> N		
Foods prepared on site:	<input type="checkbox"/> Y <input type="checkbox"/> N		
Food prepared at inspected premise:	<input type="checkbox"/> Y <input type="checkbox"/> N Specify location: <input type="text"/>		

Notice with Respect to the Collection of Personal Information (Municipal Freedom of Information & Protection of Privacy Act):
 Personal information on this form is collected under the authority of the Health Protection and Promotion Act, R.S.O. 1990 c.H.7.

Final Checklist

- 9 Food concession application approved

Food Staff

- 9 hats/hair nets (base ball hats/hair restraints)
- 9 aprons/smocks

Hand Wash

- 9 liquid pump hand soap
- 9 paper towel
- 9 waste water container
- 9 food grade water container with dispensing valve leaving hands free to wash

Temperature control and monitoring

- 9 probe thermometer (alcohol swabs to sanitize probe between uses)
- 9 fridge/freezer thermometers (one for each cold holding unit)
- 9 temperature monitoring chart(s)
- 9 adequate on-site source for ice
- 9 containers for ice bath (suitable sizes)

Utensil washing

- 9 source for continued warm water
- 9 three wash tubs (two tubs if dishes can be fully rinsed between wash and sanitizing)
- 9 liquid dish soap
- 9 household bleach
- 9 sanitizer test strips

Equipment

- 9 ice scoop and 9 container/tray for ice scoop
- 9 aluminum foil
- 9 clear plastic wrap
- 9 storage containers for food protection with lids
- 9 tables, shelves, racks (to ensure storage off ground minimum 6"/15 cm clearance)

Waste Disposal

- 9 cleanable garbage containers with lids
- 9 plastic garbage bags
- 9 waste water disposal plan

Water

Satisfactory water test results (applies to co-ordinators/vendors using rural water and is due at the Health Unit two weeks prior to the event)

For more information on food safety, please call:

Peterborough County-City Health Unit

705-743-1000

Toll Free: 1-877-743-0101

www.pcchu.ca



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