



Temporary Food Establishment Food Safety Guidelines

Whenever unpackaged food or drinks are offered to the public during special events such as fairs, outdoor concerts, fundraisers, or other short-term events, a temporary permit is required.

Questions concerning the guidelines or temporary events should be asked prior to the event, by contacting (309) 929-0272 during normal working hours of Monday-Friday 8am-4:30pm.

ALL FOOD HANDLERS MUST HAVE READ THESE GUIDELINES PRIOR TO THE EVENT AND FOLLOW THEM AT ALL TIMES.

A temporary food service establishment application and fee must be completed and turned into the Tazewell County Health Department (TCHD) 5 or more working days prior to the event. It is important to list the contact information for the person who will actually be on site doing the food preparation. TCHD staff will contact the person in charge of the event to review the temporary application and requirements. The temporary stand must be inspected, and all requirements in the application checklist must be met in order for issuance of permit.



The fee schedule is as follows:

- **\$20.00** if paid for 5 or more working days prior to the event.
- **\$30.00** if NOT paid 5 working days prior to the event. Repeat late applications will be charged **\$75.00**
- **\$40.00** if paid for at the time of the event, or when the inspection takes place. Repeat on site applications will be charged **\$100.00**.
- Payment can be made online at www.govpaynow.com PLC # 7839 with a service fee. Applications may be submitted to eh@tchd.net or faxed to TCHD at (309)-925-4100, however fees are based on the date fee and application are received.

Cancellations:

If the event has been **cancelled**, please contact TCHD during normal hours Monday – Friday (8:00 am- 4:30 pm) at (309) 929-0272 (After hours contact the environmental health emergency line at (309) 303-1381). If the event is cancelled ahead of time, you will be able to reschedule to another date free of charge or receive a refund. This is only if the inspector is contacted before the event. If the inspector goes out to the event, no refund will be given.



Hog Roast:

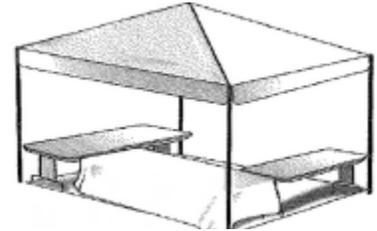
For a hog roast, the hog roast checklist supplement must be completed and returned with the temporary food permit application for approval.

Location of Event:

It is important to be in contact with the event coordinator to verify utilities. There needs to be sufficient electricity for the amount of hot/cold holding you will need. Water must be verified (see below). Garbage containers must be provided to avoid food and food contact surfaces getting contaminated. Wastewater must be disposed of at an approved site (public sewer). NOTE: Most storm sewers are not an approved waste site.

Booth:

Overhead protection must be provided for all food preparation and food storage areas. The stand must be constructed of material that allows easy cleaning such as canvas. Screening of the preparation area is strongly recommended to prevent insect access to preparation areas. Foods and single-use or service articles, such as paper plates, cups and lids, must be stored at least 6 inches above the floor or ground.



Ice:



Ice to be used in beverages must be kept in a separate cooler. No other items can be stored in this ice.

Ice is a food and must be handled with a handled ice scoop in a container that has been washed, rinsed and sanitized.

Water:

Sufficient drinkable water must be provided from an approved source. Water must be obtained through food grade hoses. Backflow prevention must be provided to protect the water supply (vacuum breaker). Any water from a well must have bacteria testing prior to use.



Thermometers/Temperatures:

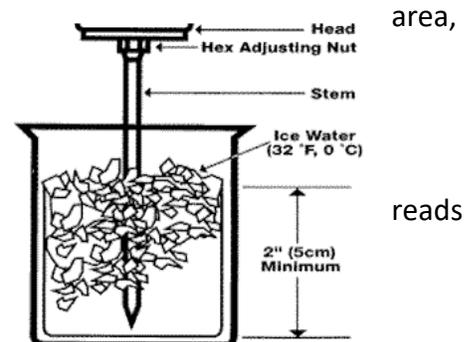


A metal-stemmed thermometer ranging from 0-220°F for checking hot and cold food is required. It must read in 2°F increments, cannot be glass, and must be calibrated prior to the event.

Thermometers must be calibrated before the event and if they're dropped.

The most common way to calibrate a thermometer is the ice point method:

1. Fill the container with ice, add clean cold water until the glass is full.
2. Put the thermometer into the ice water. Make sure the sensing or dimple, is in the water. Wait about 30 seconds or until the reading is steady.
3. Adjust the thermometer until it reads 32°F. While the thermometer is in the ice water, hold the hex adjusting nut securely with a wrench or other tool and rotate the head until it 32°F.



Final Cooking Temperatures of Common Foods:



- ✓ Chicken - 165 °F
- ✓ Hamburgers - 155 °F
- ✓ Pork chops and Fish - 145 °F
- ✓ Hot dogs – 135 °F

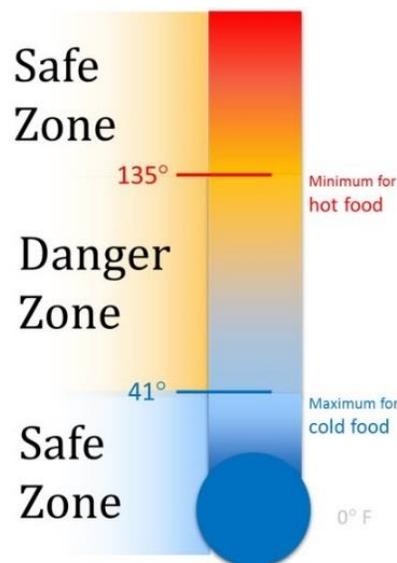


The thermometer needs to be put in the thickest part of the food and the temperature has to be held for 15 seconds. Thermometers used for taking internal temperatures of foods must be cleaned and sanitized before and after use.

Hot and Cold Holding:

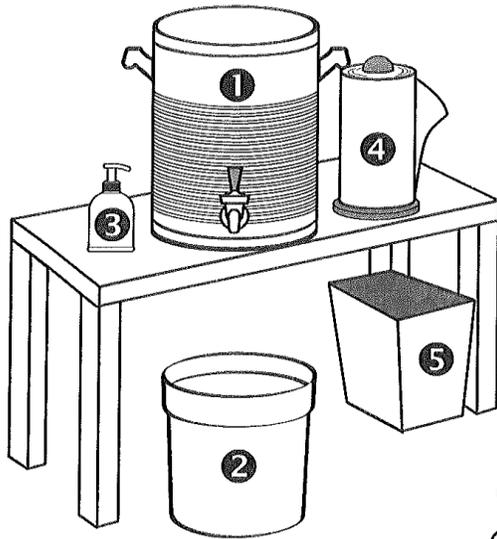
Hot foods must be held at 135 °F or above and cold foods must be 41°F or below. Mechanical refrigeration is strongly advised. If coolers are used, they must be easily cleanable and in good condition. The ice in the cooler must be drained and replaced as needed to prevent accumulation of water. The ice in the cooler cannot be used for any other purpose, such as in drinks.

PLEASE NOTE: Food will be destroyed if: it is cooked, cooled down, and reheated; if food is found out of temperature; it is prepared in an unapproved area; or obtained from an unapproved source. Any food that is heated on site, must stay hot. Hot food is not allowed to go from 135 °F to 41 °F in order to be saved or reheated. Any leftover food must be taken home or destroyed after that day. All food must be prepared on site or in a licensed facility, such as a grocery store. No food can be prepared at home.



Handwashing/Hygiene:

Temporary Handwashing Station Set-up

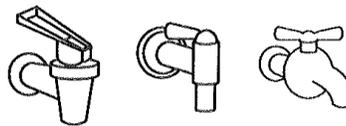


A temporary handwashing station is required at all temporary food establishments. This must be set up *prior* to any food preparation or sales.

Provide a sink with potable hot and cold water under pressure OR

- ❶ a warm water container with a free flowing spigot (NO push button containers!)
- ❷ a waste water catch receptacle
- ❸ pump type soap dispenser
- ❹ single use/disposable paper towels, and
- ❺ a waste paper receptacle.

Additional handwashing stations may be required for larger stands or stands with multiple food handling or ware washing areas. All food workers must wash their hands when they return to the temporary establishment after using the restroom, eating, smoking, handling unclean items, changing tasks, or handling money.



Any of these types of spigots are allowed. They can be turned on, and will continue to provide a free flow of water until turned off.



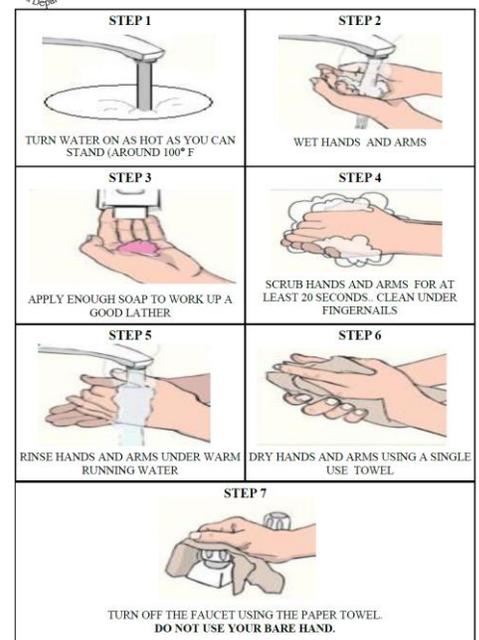
Push button spigots are NOT free flow. NOT ALLOWED.

70% of food borne illnesses can be traced back to poor personal hygiene of food handlers!

- Food handlers must adhere to good hygiene practices at all times.
- Clean clothes and effective hair restraints must be worn. Visors are not acceptable.
- Food handlers are not allowed to eat or use any tobacco products while inside the food prep area.
- Drinks are allowed only if they have a lid and a straw.
- Only healthy workers, with no open wounds, should prepare food. Food workers with symptoms of diarrhea or vomiting, jaundice, a diagnosed infection (Salmonella Typhi, Shigella, E. coli, Hepatitis A Virus), or a sore throat with fever cannot work with food.
- Bare hand contact with ready to eat foods is **prohibited**. Food handlers must wash their hands thoroughly before using gloves. Gloves must be used for only one task and discarded when soiled or ripped.
- All food handlers should know how to properly wash their hands.



WASH YOUR HANDS



Tazewell County Health Department 21306 Illinois Route 9, Tremont, IL 61568 309-925-5511

- Hands must be washed as often as necessary including but not limited to:
 - After taking out garbage
 - Changing tasks
 - After coughing or sneezing
 - Touching raw meat
 - Handling money
 - After using the bathroom
 - When changing gloves
 - Immediately before doing food prep or handling food contact surfaces

Ware washing, Sanitizer, and Wiping Cloths:

A 3-compartment set up is required for ware washing of equipment and utensils. Wash, rinse, and sanitize must be done anytime utensils become soiled, you change tasks, or every 4 hours. Everything should be air dried, the use of a common towel is not allowed.

1. Wash- hot soapy water
2. Rinse- thoroughly remove soap suds in hot drinkable water
3. Sanitize- chemical sanitizing for the appropriate amount of time based on the chemical being used.



All equipment and utensils must be in good condition. They must be cleaned and sanitized before the event and as often as necessary, but no less than every 4 hours.

Sanitizing buckets or spray bottles are used to sanitize work surfaces. If a sanitizer bucket is used, the towel must stay in the bucket at all times. If a spray bottle is used, it must be used in conjunction with paper towels. Sanitizer needs to be changed often, especially when dirty.

	Chlorine	Chlorine	Iodine	Quats
Water temperature	≥100°F (38°C)	≥75°F (24°C)	68°F (20°C)	75°F (24°C)
Water pH	≤10	≤8	≤5 (or as per manufacturer's instructions)	As per manufacturer's instructions
Sanitizer Concentration	50-99ppm	50-99ppm	12.5/25ppm	As per manufacturer's instructions
Sanitizer Contact Time	≥7 seconds	≥7 seconds	≥30 seconds	≥30 seconds

Accurate test strips must be used to confirm the sanitizer is the correct concentration.



The following should be verified before using them:

- the test strips are the right type for what chemical is being used
- they aren't expired or discolored
- no signs of water damage

If sanitizer is too strong, it will leave a toxic residue on surfaces.

If it is too weak, the sanitizer will not bring pathogens to a safe level.

No live birds or other animals shall be allowed in any area of the food booth including preparation, storage, public dining, and ware washing areas.

Trained service animals are allowed in public dining areas.



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