

# APPLICATION FOR A COLUSA COUNTY TEMPORARY FOOD FACILITY (TFF) PERMIT

The completed application must be submitted to this office at least 14 days before an event. If applications are submitted within five days of the scheduled event date, a delay in permit approval may occur.

Name of Food Facility \_\_\_\_\_ Name of Event \_\_\_\_\_ Location of Event \_\_\_\_\_  
Mailing Address \_\_\_\_\_ Name of Contact Person \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Date and Time TFF will be ready to be inspected \_\_\_\_\_

A probe thermometer must be present in booth to monitor the internal temperature of potentially hazardous food. Cold-held food must be 41 °F or below and hot-held food must be at or above 135 °F. During the health inspection, the inspector will request to look at probe thermometer.

1. Describe the number, location and setup of handwashing facilities to be used by the TFF workers. \_\_\_\_\_

2. Describe the location and setup of utensil washing. \_\_\_\_\_

3. Identify the source of potable water supply and describe how water will be stored and distributed. \_\_\_\_\_

4. Describe how and where wastewater from handwashing/utensil washing will be collected, stored and disposed. \_\_\_\_\_

5. Describe the location and status of the nearest employee restrooms and the janitorial area. \_\_\_\_\_

6. Describe the floors, walls, and ceiling surfaces and lighting within the TFF/food booth. \_\_\_\_\_

7. Please add any additional information about your TFF/food booth that should be considered (e.g. non-commercial equipment to be used, etc.) on the back of this page. Additionally, please complete the table accompanying this page - list all food and beverage items (including ice) to be prepared and served. Attach a separate sheet if necessary. (Note: Any changes to the menu must be submitted to and approved by this office at least 10 days prior to the event).

**\*\*For complete food facility requirements, refer to the text of the California Retail Food Code (CRFC).\*\***

**I have read and understand the attached information and will comply with the requirements of CRFC.**

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

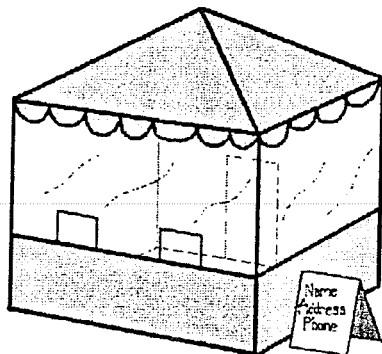
— For Office Use Only —

- Pre-packaged foods
- High Risk/Potentially hazardous foods
- Approved Colusa County Fixed Food Facility (with 'Food Facility + Caterer' Permit)
- Colusa County Caterer (with permit)
- Non-profit or Veteran's Exemption (documentation required)

Amount Paid \$ \_\_\_\_\_ Date: \_\_\_\_\_ Invoice/Receipt #: \_\_\_\_\_



# TEMPORARY FOOD FACILITY REQUIREMENTS



## **Food Protection -**

- ✓ **Food prepared or stored at home is prohibited from use.**
- ✓ All equipment used in the preparation or storage of food shall be commercial or otherwise approved by this office.
- ✓ All food, beverage, utensils, and equipment shall be stored, displayed and served so as to be protected from contamination (e.g., insects, sneezing, etc.) and shall be stored at least 6 inches off the floor.
- ✓ During periods of in operation, food shall be stored in one of the following methods:
  - ♦ Within a fully enclosed temporary food facility.
  - ♦ In lockable food storage compartments or containers meeting both of the following conditions:
    - (1) The food is adequately protected at all times from contamination, exposure to the elements, ingress of rodents and other vermin, and temperature abuse.
    - (2) The storage containers have been approved by the local enforcement agency.
  - ♦ Within a permitted food facility or other facility approved by the Environmental Health Division.
- ✓ An area separate from food preparation, utensil washing, and food storage areas shall be provided for the storage of employee clothing or other personal effects.
- ✓ Condiment containers shall be the pump type, squeeze containers, or have self-closing covers or lids for content protection. Single service packets are recommended.
- ✓ Live animals, birds, or fowl are not permitted in any temporary food facilities.

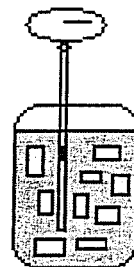
## **Temperature Control** - Adequate temperature control shall be provided for all perishable (potentially hazardous) foods.

- ✓ **Cold food** - maintain a temperature of 45° Fahrenheit or below for up to 12 hours in any 24-hour period. At the end of the operating day, cold shall be discarded.
- ✓ **Hot food** - maintain food temperatures of 135° Fahrenheit or above. At the end of the operating day, hot food shall be discarded. Hot food may not be re-served.
- ✓ **Ice that is used for refrigeration cannot be used for consumption.**
- ✓ Food in transit must be protected from contamination and must meet the temperature requirements noted above.
- ✓ These requirements will require sufficient equipment necessary to cook and maintain required temperatures for all perishable food (e.g., steam tables, chafing dishes, refrigerators, coolers). The equipment shall be commercial or approved by this office.
- ✓✓ **Provide a probe thermometer that reads a minimum of 0° to 220°F to check temperatures of hot and cold foods. Calibrate before use.**

### **Thermometer Calibration Instructions:**

#### **ICE WATER METHOD:**

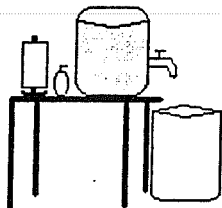
- || Create a 50/50 ice and water slushy solution by filling a large cup with finely crushed ice, add clean water to fill the glass, and stir well. Submerge thermometer stem (making sure the sensory dimple is immersed), and wait until the needle stops (about 3 minutes).
- || The temperature should measure 32°F. IF NOT, without removing the stem from the cup, turn the calibration adjusting nut with a small wrench or other suitable tool, until the thermometer reads 32°F.
- ||



**Hand washing Facilities – Must be provided in each booth.**

Hand washing facilities, separate from the utensil washing sink, shall be provided. The hand washing facilities shall be located within each temporary food facility. The hand washing facility shall be equipped with hot and cold running water.

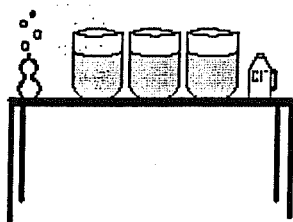
**NOTE:** This office recognizes that there may be limited resources available to operators in regards to the hand sink requirement. The “cooler/bucket” set-up will be acceptable if: ① A mechanical handsink is not available, ② The operation is conducted in a sanitary manner, provide waste water receptacle and ③ The booth’s menu and operations will allow for this limited handwashing set-up.



- ✓ Provide hand washing cleanser and single-use paper towels at each hand washing facility, with trash receptacle.
- ✓ Thoroughly wash hands after any activity that could contaminate hands (e.g., after using the bathroom, after a break, after cutting raw meat, sneezing, touching the face or any other unwashed body part, etc.)

**Utensil Washing Facilities** - Facilities with food preparation require a stainless steel utensil washing sink with at least three compartments with two integrally installed stainless steel drain boards. The sink shall be provided with hot and cold running water from a mixing valve.

**NOTE:** This office recognizes that there may be limited resources available to operators in regards to the new 3-compartment sink requirement. Other methods for washing dishes may be acceptable IF: ① A 3-compartment sink is not available, ② The operation is conducted in a sanitary manner, and ③ The menu and operations will allow for this limited dish washing set-up.



- ✓ Provide an approved method to washing utensils and dishes.
- ✓ Provide dish washing detergent and a sanitizer (e.g., bleach).
- ✓ Utensil washing shall be located within each temporary food facility.
- ✓ The utensil washing compartments and drain boards shall be large enough to accommodate the largest utensil or piece of equipment to be cleaned in the sink.

**Utensil Washing Procedure \*** –A 3-compartment sink may be shared up to 4 food booths.

Wash dishes, equipment, utensils, etc., using the following method:

- ① Wash with hot (at least 110 degrees F) soapy water (detergent required)
  - ② Rinse with hot clean water
  - ③ Immerse into a sanitizer solution (e.g., for 30 seconds in solution of 100 ppm chlorine or 1 T. bleach per gallon of water)
  - ④ Air dry
- \*Other methods may be used if approved by this department.

### **Food Booths:**

It is recommended that all food handling and preparation take place within a fully enclosed (screened) food booth. **\*\* At minimum, there shall be overhead protection.**

- ✓ Floors: when operating on grass or dirt use plywood, tarp, or similar material.
- ✓ Ceilings: shall be smooth, durable, and readily cleanable.
- ✓ Lighting: If necessary, lighting shall be adequate, and bulbs shall be protected with a shatterproof shield.
- ✓ Storage: All food and equipment shall be stored under the overhead protection and shall be protected from insects at all times. (Store food min. 6 inches off the ground).
- ✓ Signage: The name, address, and telephone number of the owner, operator, permittee, or business shall be legible and clearly visible to patrons. The name shall be in letters at least 3 inches high and shall have strokes at least 3/8 inches wide, and shall be of a color contrasting with the temporary food facility. Letters and numbers for the address and telephone numbers may not be less than 1 inch in height.

(\*\*NOTE: This office may find that because of the type of food, the amount of food preparation, or the lack of control of insects, your operation may require a fully-enclosed booth).

### **Open-air BBQ Facilities -**

- ✓ Open-air BBQ facilities may operate in conjunction with a permitted booth. The BBQ must be used for cooking, roasting or broiling over live coals (wood, charcoal, or gas heated).
- ✓ The BBQ may not be used for warming foods or maintaining food temperatures in pots or other containers. All other food preparation, food storage, and equipment storage shall be inside the booth.

### **Toilet Facilities -**

- ✓ At least one toilet facility for each 15 employees shall be provided within 200 feet of each temporary food facility.
- ✓ Each toilet facility shall be provided with hand washing facilities. Hand washing cleanser and single-use sanitary towels shall be provided.

**Janitorial -** Adequate janitorial facilities shall be provided for the cleaning of the food booths.

**Garbage and Refuse -** Garbage and refuse must be stored in leak proof and fly proof containers and serviced as needed. (Plastic garbage bags are recommended in each garbage container).

### **Water -**

- ✓ An adequate supply of potable water shall be provided for utensil washing, hand washing, and janitorial purposes. Hot water, if applicable, must be at least 120 °Fahrenheit. The water supply shall be from a source approved by the enforcement agency.

### **Wastewater -**

- ✓ Water and other liquid wastes, including waste from ice bins and beverage dispensing units, must be contained in or drained into an approved leakproof container.
- ✓ Liquid waste must be disposed of into an approved sewage system. Liquid waste shall not be discharged onto the ground.

### **Food Handlers -**

- ✓ Food handlers must be in good health.
  - ✓ Food handlers shall wash their hands and arms with soap and warm water prior to the start of food preparation activities and at other times as necessary to prevent food contamination and especially after visiting the restroom.
  - ✓ Clean aprons or outer garments must be worn and hair must be restrained.
  - ✓ Sanitary food handling techniques must be used at all times. Whenever practical, food handlers shall use tongs or disposable plastic gloves or single use tissue when handling food.
- [NOTE: WHEN USING GLOVES, WASH HANDS BEFORE PUTTING GLOVES ON, AND CHANGE GLOVES IN BETWEEN TASKS!!]
- ✓ Smoking is prohibited in any food preparation or storage areas.