



A Tradition of Stewardship
A Commitment to Service

NON-PROFIT, ONE-DAY TEMPORARY FOOD FACILITY GUIDELINES

In accordance with the California Retail Food Code (Cal Code), the Division of Environmental Health (DEH) regulates retail food facilities within Napa County. According to Cal Code, a for-profit entity that gives or sells food at an event for the benefit of a nonprofit association does not meet the definition of a food facility, if the for-profit entity receives no monetary benefit, other than that resulting from recognition from participating in an event. Although these facilities may not be required to obtain an operating permit from DEH, they are still required to operate in compliance with the applicable food safety provisions of CalCode.

Providing food to large quantities of people, preparing foods in advance and operating in temporary facilities all increase the risk of foodborne illness. The following requirements contained in Cal Code are being provided to assist you in providing food that is safe and wholesome to your guests. If you have any questions about the requirements and/or food safety in general, please contact the DEH.

Hand Washing Requirements:

- Hands must be washed prior to working with food and whenever hands become contaminated in accordance with Cal Code Section 113953.3. Gloves cannot be worn in lieu of hand washing.
- Hand washing facilities must be made available at each food booth.
- Hand wash stations consist of a minimum 5-gallon container of potable water, single-use germicidal soap, paper towels, and an adequately sized vessel to contain the wash water.

Employee Knowledge and Facility Management:

- Each temporary food facility has an owner or person in charge (PIC) present during all times of operation that is responsible for the safe operation of the food facility.
- Each temporary food facility has an owner or person in charge with an adequate knowledge of food safety principles as they relate to the specific activities at the food facility operation.
- Customer self-service operations are monitored by the PIC.

Toilet Facilities for Food Service Workers/Volunteers:

- At least one toilet facility per 15 food service workers shall be provided within 200 feet of each food distribution point. Each toilet facility must be equipped with a hand washing station consisting of running water, single-use germicidal soap, and paper towels.

Cleaning and Sanitizing of Utensils:

- All utensils and food contact surfaces are washed, rinsed and sanitized, as required.
- Food contact surfaces are washed, rinsed and sanitized every 4 hours or as needed to prevent cross contamination, for example between uncooked products and ready-to-eat foods.
- Facility has access to a 3-compartment sink, a dishwasher with the capability to wash, rinse and sanitize or a temporary washing station with:
 - Fifteen gallons of potable water per facility per day;
 - Three clean utensil wash containers large enough to submerge the largest utensil;
 - Utensil washing detergent;
 - Approved sanitizing rinse (100 ppm chlorine solution--1 oz. bleach per 2 gallons of water, or 200 ppm quaternary ammonium sanitizer).

Food Temperature Control:

- Adequate equipment is available to hold “potentially hazardous foods,” including meats, seafood, soups, cooked rice, beans and vegetables, dairy products, cut melons, sprouts, cut tomatoes, at or below 45° F or at or above 135° F. All potentially hazardous foods held at or below 45° F or at or above 135° F will be destroyed at the end of the day.
- A food probe thermometer accurate to $\pm 2^\circ$ F is provided and is used to verify hot and cold food temperatures.
- PHF’s are transported in containers capable of maintaining required temperatures.

Food Protection:

- All food is pure, free from adulteration and obtained from approved sources, meaning from a permitted food facility or other legitimate source.
- All produce is washed in clean water.
- All food and utensils are protected from contamination, including rain, vermin, bird droppings, insects, non-food chemicals, wastewater, overhead leakage, dust and other contaminants.
- Any food displayed for customer self-service is protected from contamination at all times by use of sneeze guards, cover or other approved method. Tongs, toothpicks or other utensils are used for any self-service foods or condiments.
- Food handlers will wash their hands prior to preparing food, after smoking, eating, after using the restroom, disposing of garbage, handling raw meats, etc.
- Direct hand contact with food is minimized by the use of utensils and gloves.
- Food handlers will not be permitted to work with food when ill or have lesions that cannot be covered with a bandage and glove.
- No food is stored or prepared in a private home.
- All food is stored at least 6 inches off the floor.
- During transportation to and from the temporary food facility and during operation of the temporary food facility, all food, food contact surfaces, and utensils are protected from contamination.
- Employee belongings shall be stored separate from food and utensils.
- Only single-use, disposable utensils are provided for use by consumers.

Waste Disposal:

- All liquid wastes must be disposed of via a sanitary sewer or liquid waste disposal station.
- All solid and food waste must be handled in a sanitary manner to prevent the attraction of pests.

Safe Cooking Tips

Minimum Cooking Temperatures:

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| • Whole poultry; ground poultry; stuffed meat, fish or poultry | 165°F for 15 seconds |
| • Ground beef, lamb, pork, or meat other than poultry, eggs | 155°F for 15 seconds |
| • Fish; pieces of meat including beef, veal, lamb, pork | 145°F for 15 seconds |

Reheating:

Reheat foods to a minimum of 165°F

Cooling*:

Cool food in shallow pans, under refrigeration. Thick foods, such as chili or refried beans should be cooled in an ice bath while stirring before placing in refrigeration.

***Cooling foods quickly and reheating to 165°F are critical steps in preventing foodborne illness when preparing foods in advance.**