

Compact Mobile Food Operation (CMFO)

Hot Holding (Prepackaged) Cart Operational Instructions



For questions about operational instructions, contact the [Mobile Food Program](#) at (626) 430-5500.

At the beginning of the day:

1. If using a home storage, or other approved storage location, move the CMFO packaged food, hot holding cart from approved storage location to the approved commissary.
2. Ensure the packaged food hot holding cart has been cleaned and sanitized prior to stocking food.

At the commissary:

1. Obtain food ingredients from an approved source. All food preparation must be completed at the commissary or approved kitchen.
2. Obtain all condiments, single use utensils, and napkins at the commissary and load onto the CMFO cart. All condiments must be prepackaged, single use, for customer self-service.
3. Wash hands before handling food and utensils, and any time your hands become dirty, including after using the restroom.
4. Ensure all food equipment and assembly areas are cleaned.
5. Wash and prepare produce, if applicable, in a food preparation sink.
6. Prepare food items and verify that proper cooking temperatures are reached (165°F for chicken, 155°F for beef and pork, 145°F for cheese). Wrap food items, if not prewrapped.
7. May also purchase premade food items in their original wrapping from an approved source to be reheated at the commissary or approved kitchen. Reheat cooked foods to 165°F.
8. Ensure CMFO hot holding unit is fully functional.
9. Designate a drawer for clean utensils and a different drawer for soiled utensils.
10. Provide sufficient number of clean utensils in the approved storage location on the CMFO cart. Ensure the space approved to store dirty utensils is clear and ready to use.
11. Load CMFO with pre-heated and pre-wrapped food items.
12. All cooked foods must be kept at 135°F or above during transport and at the retail location.

At the retail location:

1. Check food temperatures every 2 hours using a thermometer to ensure adequate hot holding.
2. Clean/sanitize thermometer before inserting in foods, or earlier if it becomes dirty, using sanitizing wipes.
3. Switch out clean utensils every 4 hours, or earlier if they become dirty.
4. When changing utensils, place soiled utensils in the soiled utensil drawer and retrieve clean utensils from clean utensil drawer.
5. Do not store personal items (purse, wallet, jacket, sunglasses, keys) with food, food packaging, or utensils.

*No food preparation and or handling is permitted on the cart, only properly wrapped foods are to be delivered to customers at the retail location.

At the end of the day, return to commissary:

1. All previously heated/hot held foods that didn't sell, must be disposed of.
2. Discard liquid waste from the CMFO at the commissary.
3. Clean and sanitize the CMFO cart and soiled utensils at the commissary.
4. Transport the cart to its approved storage location for storage.

By signing below, I acknowledge receipt of these instructions.

Print Name: _____ Signature: _____ Date: _____