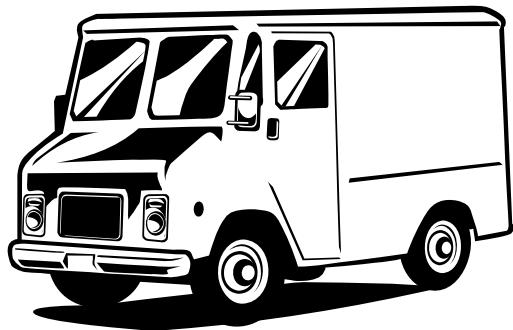


Guide For Operating A Mobile Unit Food Service



City of Kansas City, Missouri
Health Department
Environmental Health Division
Food Protection Program

What is a (Mobile Unit) type operation?

A Mobile food service means a vehicle-mounted restaurant type establishment designed to be readily moveable.

What are Potentially hazardous Foods?

Potentially hazardous food consists of milk, whole or in part of milk or milk products, eggs, meat, poultry, fish, shellfish, edible crustacean or other products, or synthetic ingredients capable of supporting rapid or progressive growth of infectious or toxigenic micro-organisms.

(Examples: Hamburger, chicken, deviled eggs, custard, oysters, refried beans, cooked rice, cut melons.)

Why do I need a permit?

A permit acknowledges that a vendor (dealer) has met requirements designed to ensure food is handled safely and is prepared under sanitary conditions.

A permit for the Mobile Unit is required by law. (The KCMO Health Department enforces the Mobile Unit requirements found in the KCMO Food Code and City Ordinances).

Who do I contact to obtain a Mobile Unit permit?

To obtain a permit, a food vendor operating within the city of Kansas City, MO must contact:

KCMO Health Department
Food Protection Program
2400 Troost Ave, Suite 3000
Kansas City, Missouri 64108
Phone: (816) 13-6315
Fax: (816) 513-6290
8:00am – 4:30pm Monday - Friday

What are the requirements to obtain a permit?

Each Mobile Unit shall be in full compliance with the following items before final approval:

- Each applicant shall submit a proposed menu listing all food and beverage items to be served from the mobile unit.
- Provide a signed agreement with an approved commissary.
- Provide a layout of all equipment and supplies on the Mobile Unit. (Top view drawing).
- Provide a map stating primary locations of service.
- Certificate(s) of any food safety courses completed by the operator.
- Each applicant must submit a completed mobile unit application and pre-opening checklist.
- Each Mobile Unit must pass a pre-opening inspection conducted at the KCMO Health Department.
- Applicable fees must be paid prior to issuance of health permit.

Who can work on a Mobile Unit?

A food employee or a person who works on a Mobile Unit shall:

- Demonstrate to the regulatory authority knowledge of proper food handling procedures and state the required hot and cold food holding temperatures.
- Explain correct procedures for cleaning and sanitizing utensils and food-contact surfaces and equipment.
- Demonstrate proper personal hygiene which includes:
 - Food employees shall keep their hands and exposed portions of their arms clean.
 - Food employees shall keep their fingernails trimmed, filed, and maintained so the edges and surfaces are cleanable and not rough.
 - Food employees shall wear clean outer clothing to prevent contamination of food, equipment, utensils, linens, and single service items.
 - Food employees shall wear a proper hair restraint.

- Food employees shall wear gloves while handling ready to eat food.

What are the requirements for the Mobile Unit construction/operation?

- Each Mobile Unit shall be fabricated to exclude vermin, dirt, splash, and spillage encountered under normal use and shall be easily cleaned, maintained, and serviced.
- Equipment must be constructed of an approved material.
- Floors and walls must be constructed with a smooth, non-absorbent, corrosion resistant, and easily cleanable material.
- Unit shall be fully enclosed. Protective screens or movable windows shall be provided for customer service.
- Unit shall be provided adequate lighting.
- Hot and/or cold food storage equipment must be capable of maintaining proper food temperatures.
- Cleanable Food contact surfaces (construction)

- Cleanable non-food contact surfaces (construction)
- A permanently installed hand-washing sink with hot and cold running water through a mixing valve shall be provided.
- Hand-washing signage, soap, and paper towels shall be provided at the hand-washing sink.
- Unit shall be provided with a plumbed three-compartment sink and a drain-board area.
- Unit shall be provided with a mechanical ventilation system consisting of a metal hood with removable metal grease collecting filters.
- Ventilation systems must be positioned over all equipment producing smoke, steam, or grease vapors.
- A waste retention tank at least 15% larger than the water supply tank shall be provided.
- Shall provide a metal stem type dial thermometer with scale reading 0-220 °F in 2-degree increments.
- Waste receptacle shall be provided.

- Sanitizing solution and test kit shall be available at times of operation.
- Food condiments must be protected and individually packaged (or in an approved dispenser).

What is a commissary? Why do I need one?

A “commissary” means a permitted food establishment (ex: restaurant, market, etc.) in which food, containers, or supplies are stored or handled for use. A commissary IS NOT a private home, church, club, or other nonprofit or for-profit association that does not hold a valid health permit.

- The commissary is to comply with all provisions applicable to food establishments and be used for storage, food preparation, cleaning, etc.
- A written contract between the mobile food facility and the commissary owner shall be completed and filed with the Food Protection Program at the KCMO Health Department.
- Mobile Unit must report to commissary at least once every 24 hours to be cleaned, serviced, and restocked.

The commissary must provide:

- Water supply
- Food storage
- Food preparation as approved by the KCMO Health Department
- Solid and liquid waste disposal
- Utensil cleaning facilities

General Food Safety

Protect by covering or wrapping food that will be placed in the refrigerator, hot-holding unit, or in dry storage. When cooling hot food in the refrigerator, keep lids ajar until food cools to 41°F.

Store food products at least 6 inches off the floor or ground surface.

Store all single-service utensils in their original closed container or effectively protect from dust, insects, and inclement weather. Keep them at least 6 inches off the floor or ground.

Be certain to date and label ready-to-eat, refrigerated food when opened or at time of

preparation if holding for more than 24 hours, indicating that it must be:

- Consumed or sold within 7 days
- Discarded after 7 days
- Frozen within 7 days

If freezing:

Food must be dated/labeled *before* freezing to indicate length of time food was opened or in preparation, and length of time held in refrigeration.

Food must be dated/labeled *after* thawing to indicate it is to be discarded after 7 days, including days prior to freezing.

Discard undated ready-to-eat, refrigerated food when held for more than 24 hours after opening or preparing.

Approved Food Source

Home canned and home-prepared foods are not acceptable. Food must be prepared in the commissary facility approved by the KCMO Health Department or a local Health Department.

Operators of the stand upon request by the health inspector must make documentation of purchase place and/or preparation place available.

Proper Food Handling / Proper Storage

Install non-absorbent food preparation and cutting surfaces that are smooth and easily cleanable.

Approved surfaces include acrylic, stainless steel or hard maple butcher-block surfaces.

Avoid cross-contamination of foods:

Do not mix or use the same bowls and utensils when preparing raw foods and foods that will not be cooked before serving.

Store raw food, especially meats, below or away from foods that will not be cooked before serving. If using chest type coolers, store raw and ready-to-eat foods in separate coolers.

Use separate cutting boards for meat, poultry, raw fruits and vegetables, or wash, rinse, and sanitize between uses.

Wash exterior surfaces of raw fruits and vegetables.

Proper Cooking

Cook throughout and without interruption:

Poultry, poultry stuffing, stuffed meat and stuffing containing meat to 165°F for 15 seconds

Ground beef/hamburger to 155°F for 15 seconds

Uncooked brats or polish sausage to 155°F for 15 seconds

Whole pork, beef roasts, and ham to 145°F for 4 minutes

Pork chops/ribs to 145°F for 15 seconds

Fish to 145°F for 15 seconds

Raw shell eggs prepared for immediate service to 145°F for 15 seconds

Fruits and vegetables cooked for hot holding to 140°F

Cooking Tip:

Whenever possible, cook foods at a permitted facility prior to event (especially foods that take multiple steps to prepare).

Proper Temperature Control

Use an approved metal-stemmed food thermometer, which reads 0–220°F on the dial. Check temperatures while cooking and holding hot and cold foods.

Provide mechanical refrigeration when holding *potentially hazardous food more than 2 hours. Keep food at 41°F or below.

For food that is held less than 2 hours, approved “blue ice” may be used in insulated portable chest coolers to keep food at 41°F or below.

Rapidly reheat leftover potentially hazardous food to 165°F for 15 seconds before being served or put into hot holding units. Most steam tables and crock-pots are not designed to quickly reheat food and may NOT be used for this purpose.

Keep hot held foods at 140°F or above.

Thaw foods properly:

- In refrigerator - 41°F or below
 - Under cold running water - 70°F or below
- In microwave oven - on defrost or low when an uninterrupted cooking process immediately follows.

Ice Used for Consumption

Use a metal or plastic scoop to dispense ice.
Keep ice for consumption separate from ice used to cool cans or bottles. Ice used for cooling cannot be used as ice for consumption.
Do not store food in ice for consumption.
Store ice 6 inches off the floor or ground to prevent contamination from dust, splash and other hazards.

Proper Hygienic Practices:

Remember to wash hands BEFORE putting on gloves or handling food, especially ready-to-eat foods.

Wash hands AFTER handling raw foods, using toilet, coughing or sneezing, smoking, touching hair or face, disposing of garbage, or after any activity that may contaminate hands.

Do not use bare hand contact with ready-to-eat foods. Use utensils, tissue or single-use gloves. Wash, rinse, and sanitize utensils between uses.

Avoid preparing food too far in advance before serving to eliminate the potential for *contamination or temperature abuse*.

Store food in food grade containers that are smooth, nonabsorbent and easily cleaned.
(Styrofoam or plastic garbage bags may not be used.)

Food Handlers' Health (e.g.: cooks, wait staff, dishwashers)

Food handlers must:

- Be excluded from the establishment if experiencing a *foodborne* illness such as *Salmonella Typhi*, *Shigella* spp., *Escherichia coli* 0157:H7 or hepatitis A virus.
- Be restricted, if experiencing diarrhea or intestinal illness that is *not foodborne*, from working with exposed food, or clean equipment, utensils, linen, and unwrapped single-service and single-use articles. Call the KCMO Health Department if you have questions.
- Keep hands free of open cuts or sores of any kind. Exclude these employees from food preparation unless lesions are covered with an impermeable finger cot or stall, and a single-use glove.
- Maintain good personal hygiene, wear clean outer garments and hair restraints. Follow good

hygienic practices while engaging in food preparation or service.

- Have clean fingernails that are well trimmed.
No fake nails or polish.
- Use no form of tobacco while engaged in food preparation or service, or while in areas of equipment or utensil washing.
- Avoid wearing dangling or excessive jewelry while preparing food.

Proper Storage of Cleaning Aids

Store cleaning aids away from food. All chemicals must be used according to label directions.

Properly label containers of poisonous or toxic materials for easy identification of content.

Store them away from food, equipment, utensils and single service articles.