



Consumer Health and Food Safety Division
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Mobile Food Unit (MFU) Plan Review Checklist

Pima County Code 8.04.040 requires prepared plans for review and approval before the construction or substantial alteration of food establishments. Arizona Revised Statute 36-1761 (A)(3)(c) requires the county health department where the MFU's commissary is located to permit and inspect the MFU for state licensure. Commissary or other servicing area agreements approved by the Regulatory Authority are required prior to payment and processing of a Mobile Food Unit permit. The plan review fee for mobile food establishments is \$230.00. Complete and submit this form in addition to your plan review documents as outlined below.

New	Remodel	Change of Ownership
<ul style="list-style-type: none"><input type="radio"/> Type 1 Menu Commercially processed, individually packaged, frozen foods requiring time/temperature control for safety	<ul style="list-style-type: none"><input type="radio"/> Type 2 Menu Ready-to-eat foods for assemble-serve, heat-serve, and hold-serve. Includes hot dogs pre-wrapped with bacon at commissary	<ul style="list-style-type: none"><input type="radio"/> Type 3 Menu Foods that are assemble-serve, heat-serve, cook-serve, and hold-serve. Includes cooking of raw animal food.

For MFUs requiring plan review prior to permitting, the following must be provided to the Department for review:

- Complete set of plans to scale that are legible**
- Proposed menu (describe concepts)**
- Top View Layout of Equipment**
- Side View Plumbing Schematic**
- Hand wash sink (required for all Type 2 and Type 3 units)**
 - Tank fills at top or higher point
 - At least 5 gallons capacity required for a MFU with only a hand sink;
 - At least 30 gallons capacity required for a MFU with a three-compartment sink
 - Minimum flow rate of one-half gallon per minute
 - Type 3 MFU is required to have a three-compartment sink
 - If MFU has a food preparation sink in addition to the sinks listed, an additional 20 gallons of fresh potable water must be available
- Waste Water tank dimensions**
 - 15% greater than the fresh potable water tank
 - Tank drains at lowest point
- Combination mixing faucets with hot and cold water at all sinks**
- Fresh water inlet of 3/4-inch or LESS with a quick-disconnect design**
- Waste water outlet of 1-inch inner diameter or GREATER with shut-off valve and a quick-disconnect design**
- All equipment NSF/ANSI approved**
- Name and model numbers of equipment**
- Design and construction materials used**
- Food Contact Surface materials used**
- NSF/ANSI food grade water hose**
- Lighting (at least 50 foot candles or 540 lux)**
- Water heater or other APPROVED hot water source**
- Windows or service openings (enclosed mobile food units)**
 - provide dimensions
 - effectively screened by 16 mesh to 25.4mm (16 mesh to 1-inch) screens
- Business name of MFU must be on back and at least one side of MFU**

The Person In Charge (PIC) as referenced in the Food Code sections, 2-101.11, 2-102.11, 2-103.11, 2-201.11 will be responsible for the overall operation of the **MFU**. The PIC shall demonstrate to the Regulatory Authority knowledge of food borne disease prevention and the requirements of the Food Code as it pertains to their own food operation. The PIC shall be responsible for having employees report information about their health and activities as they relate to diseases that are transmissible through food.

Section C(4) of Arizona Administrative Code R9-8-110, *Mobile Food Units*, now requires *all* mobile food unit employees to have a valid food handler card or certificate from an accredited program. In accordance with section 2-102.12 of the Food Code, a Certified Food Protection Manager may also be required.

In addition, the menu and manner for transportation, storage, cooking, preparation, and service of food and beverage items must be specifically identified and evaluated by the Regulatory Authority. Any changes to the menu must be submitted to and approved by the Regulatory Authority prior to operation.