

# To BE POSTED INSIDE FOOD BOOTH

## Self-Inspection Checklist for Temporary Food Facilities

### PRE-OPENING REQUIREMENTS: MUST BE COMPLETED BEFORE ANY FOOD PREPARATION OR FOOD DISTRIBUTION BEGINS

- £ Valid permit posted allowing operation of temporary food facility, as issued by the County of Santa Clara Department of Environmental Health.
- £ Approved supply of potable water provided.
  - ™ Commercially purchased bottled water, municipal water (*NO RECLAIMED WATER SOURCES*), OR approved well water (*requires prior evaluation of bacterial water test*).
  - ™ Minimum of 20 gallons/day for utensil and hand washing.
  - ™ Additional water may be needed for food preparation activities.
- £ **All booths:** cleanable floor (*grass or dirt MUST be covered with approved tarps or plywood*) and overhead protection.
- £ **Booths that handle open food shall have:**
  - ™ Window openings do not exceed 432 square inches. Minimum distance between window openings are not less than 18 inches. (*Fire Dept. has been contacted regarding additional requirements*)
  - ™ Fully enclosed booth with approved 16-mesh fly-screening or canvas on all sides.
- £ Hand wash station is set-up and ready-to-use inside booth.
  - ™ Approved water source, dispenser to have a spigot that can lock in the open position.
  - ™ Liquid soap in pump dispenser.
  - ™ Paper towels.
  - ™ Wastewater bucket.
- £ Utensil wash station is set-up and ready-to-use inside booth.
  - ™ 3 containers large enough to hold largest piece of equipment or utensil.
    - € Soapy water in 1<sup>st</sup> container.
    - € Clean water in 2<sup>nd</sup> container.
    - € Sanitizing solution in 3<sup>rd</sup> container. (*use 1 tablespoon of bleach for each gallon of water*)
- £ Enough equipment provided to hold ALL:
  - ™ Cold foods at or below 45°F.
  - ™ Hot foods at or above 135°F.

### FOOD BOOTH STRUCTURE AND OPERATIONS

- £ Correctly constructed and large enough to accommodate all food and equipment. (*no food preparation is allowed outside*)
- £ Name of the booth (*not less than 3 inches high*), city, state, ZIP Code, and name of the permittee (*not less than 1 inch high*) to be displayed on side of booth.
- £ Shatterproof light bulbs or covers present over food preparation and food/utensil storage areas.
- £ Self-inspection checklist visibly posted inside booth.

- £ All open food stored inside facility and off the floor.
- £ All equipment and utensils approved for use.
  - ™ Made of safe material and easy-to-clean.
  - ™ No galvanized or enamel cookware or utensils.
  - ™ All utensils and cooking equipment are off the floor and inside facility. (*except BBQ and deep fat fryers*)
- £ BBQ and deep-frying cooking areas fenced off from public access.
- £ Live animals not allowed in booth or cooking areas.
- £ Restroom(s) located within 200 feet.
- £ Safe and sanitary method available to dispose of charcoal and briquettes. (*i.e. metal waste container*)
- £ Leak-proof containers provided for:
  - ™ Wastewater.
  - ™ Trash.
  - ™ Grease.
- £ Knows location of common waste disposal area.
- £ Sanitizing solution for wiping cloths provided. (*use 1 tablespoon of bleach for each gallon of water*)

### FOOD PREPARATION AND HANDLING

- £ Food from an approved source – no foods stored or prepared in a private home. (*food invoices/receipts must be available at booth for specialist's review during inspection*)
  - ™ NO open food stored or displayed at service counters.
  - ™ Condiments in single-service, pump-type or squeeze containers.
- £ Calibrated probe-type metal thermometer provided.
- £ Required minimum cooking temperatures monitored. (*pork 145°F, ground meat 157°F, poultry/stuffed foods/reheat 165°F*)
- £ Utensils and disposable gloves provided to *minimize* hand/food contact.

### EMPLOYEE HABITS

- £ Employees keep hands clean and wash hands frequently.
- £ Employees have no open sores or not affected with a disease in a communicable form.
- £ All food handlers are wearing clean clothing and hair is restrained if needed.
- £ No smoking allowed in food facility or fenced BBQ/deep-fat fryer area.

### ADDITIONAL REQUIREMENTS

- £ Fire department has been contacted regarding any additional requirements.
- £ Department of Alcohol Beverage Control has been notified if alcohol is served.

SIGNATURE OF BOOTH OPERATOR COMPLETING CHECKLIST: