

GUIDELINES FOR TEMPORARY FOOD ESTABLISHMENTS

Although most of this will be stuff you already know about if you are a regular vendor, we encourage all applicants to read it just in case. If you have never done this before, especially in NC or if its been awhile, PLEASE read through these guidelines. It will help prevent confusion and headache down the road. Please contact Hoke County Environmental Health if you have any questions.

- All food served shall be clean, wholesome, and free from adulteration. All foods must be from an approved source and proof of where the food was purchased may be required. Bring your invoices. No foods grown, canned, prepared or cooked at home are allowed. All raw meats/fish/poultry must be in original sealed packaging
- If you wish to prepare food ahead of time or off-site you must obtain a Temporary Food Establishment Commissary permit from Hoke County Environmental Health. This means that no, you cannot cook up a bunch of bbq or collards or whatever the night before and bring it to the event to sell. **All foods must either be commercially packaged, prepared at the event or prepared at a permitted facility.**
- You cannot use any food that was heated at a previous event or any potentially hazardous food that has been removed from its original packaging. All foods heated at this event must be sold or discarded each day. No foods may be cooked and cooled for later use.
- Adequate provisions shall be made for the proper storage and security of all foods. Storage must be off the ground. Potentially hazardous foods such as meat, poultry, eggs, fish, cut lettuce/tomatoes, cooked vegetables, etc. must be stored either cold or hot. Cold means 45 degrees Fahrenheit or below. Hot means 135 degrees Fahrenheit or above. Any time these foods spend out of temperature control (between 45 and 135 degrees Fahrenheit) is time that harmful pathogens are growing. Plan to MINIMIZE the time these foods spend out of temp control. You must have a stem type thermometer for monitoring the food temperatures. It is critical you maintain safe temperatures for these foods. Foods must be cooked to proper temperatures. Any utilities (gas, electric, etc) necessary to your operation must remain on at all times until the event is over. If you have electric freezers/refrigerators you must have a generator or other means to keep them operating. Not all events provide electricity. You must provide lighting if operating after dusk.
- Ready to eat foods may not have direct contact with ice. Ice chests or other non-mechanical refrigeration units used for storage must have a drain.

- Only MINIMAL food preparation is allowed. All raw meat/poultry/fish/seafood must be purchased in ready to cook form. Example – fish or chicken portions already cut and battered, just take out of the bag and drop in fryer; turkey legs ready to set on grill, burger patties already in patty form; no breading, grinding, processing, etc allowed. The only exception is some minimal cutting and skewering may be allowed if our inspector approves it based on enough equipment and space. Produce prep should also be kept to a minimum. You are encouraged to obtain items such as diced tomatoes, french fries, cut onions, etc in pre-cut, commercially packaged form rather than preparing from raw.
- If you are preparing your own produce, including potatoes for hand cut fries, or blooming onions, or sliced tomatoes or any other raw vegetable/fruit, you must wash them before use and this must be done in a separate, single-vat sink. Be sure to show this produce sink on your drawing.
- Fresh fruit smoothies are not allowed. Use mixes or frozen.
- Salads containing cooked and cooled items such as chicken salad, egg salad, potato salad, etc may not be prepared at a TFE. Commercially prepared and packaged salads of this type may be sold. Temperature control must be maintained.
- Handwashing facilities are required. You must have at least a 2-gallon container equipped with an unassisted free-flowing spout that allows you to turn it on and wash both your hands while it runs. Water under pressure is required (gravity is considered under pressure). You must provide soap, warm water, disposable towels, a waste receptacle and a labeled wastewater receptacle. A labeled 5-gal catch bucket is sufficient, or a “blue-boy”, if you are not in a unit with a holding tank.
- If you will be using multi-use eating and drinking utensils (plates, cups, etc) you must provide a sufficiently sized 3-compartment sink for washing and sanitizing. If you are using only single-service plates/cups/flatware and your only multi-use items are utensils and equipment such as tongs, spatulas, knives, etc, then you may use 3 basins or pans for your 3 compartments in which to wash, rinse and sanitize. Wash water must be 110 degrees Fahrenheit. Bring test strips and sanitizer.
- Water supply must be from an approved source. All containers and hoses for potable water must be cleaned, disinfected and labeled. Please note that the size of your potable water container may not exceed the size of your wastewater container. If you have a wastewater holding tank, you may NOT be hooked to a continuous water supply.
- Wastewater disposal - you must be either hooked to an approved system or have a holding tank of sufficient size to handle all potable water to be used. No

wastewater may be poured to the ground surface or into a stormwater system. Wastewater containers and hoses must be labeled. You may be able to empty containers into port-a-lets if approved.

- Bring sanitizer and either cloths and a bucket or spray bottles to sanitize work surfaces. All wet wiping cloths must be kept in a bucket of sanitizing solution (bleach water) when not in use. Spray bottles must be labeled.
- Garbage and refuse shall be collected and stored in standard water-tight containers with tight fitting lids or other approved methods. Garbage and refuse shall be removed daily.
- No smoking or eating is allowed in the food storage, food prep, or utensil cleaning areas. Beverages are allowed if covered and stored below and away from food and food-contact surfaces.
- No bare hand contact with ready to eat food allowed. Employees must use gloves or other means such as tongs or wax paper to handle foods. Gloves must be changed when necessary and hands still must be washed. Please do not wash hands with gloves on! Remove and dispose of dirty gloves, then wash hands properly and then put on a new pair of gloves. Do this any time you switch between touching raw and ready to eat foods or after you touch money or use the restroom or leave the booth and re-enter or any time you contaminate the gloves.
- All food employees must wear hair restraints, clean clothing and may only wear one smooth band on the hands as far as jewelry.
- An employee health policy must be in place. Sick employees should not work. You should have written health policy agreements signed by each employee available on site.
- Toxic chemicals (cleaners, bleach, pesticide, etc) must be properly labeled and stored away from food, clean equipment and utensils.
- Physical Facilities – Overhead protection is required for all food, equipment, utensils. This includes grills and cookers. The one exception is that grills or cookers with their own lid attached do not need overhead protection IF they are used to cook large items such as shoulders, roasts, briskets etc. If they are used to cook items such as burgers, dogs, etc where the lid will be opened often then they will still need the overhead protection.
- Physical Facilities – Walls or screens are preferred (food trucks/trailers are best), however you may use fans to exclude dust, flying insects, etc. If you don't have walls you will also need to come up with some form of barrier to prevent the public and/or animals from accessing any area except dining areas. Food shields or sneezeguards must be used to protect food that is within reach of the public.

- **Physical Facilities** – If the ground surface is not pavement, concrete or grass you must provide some type of tarp or ground covering that controls mud and dust.
- **Environmental Health** will go over most all of this with you before the permitting visit. Please have everything ready and set up for the initial permitting visit. It is best to schedule the visit the day before the event, if possible, so that you can get started with your food prep as soon as the event starts. Please be patient if you are requesting the initial permit visit the same day as the event. We will get to you as early as possible. If you are unsure or have questions about any aspect of what is required, please contact Environmental Health ahead of time **as food preparation may not begin until you receive your permit.**
- Once the permit has been issued and posted at your site you may begin preparing and selling food. Environmental Health staff may observe and/or visit your operation at any time throughout the event. You must comply with any guidance they give you. If your operation is found to be in violation of the food service rules you may be directed to limit your menu/operation or to cease sales altogether. Being asked to leave is a last resort. We will work with you to resolve problems whenever possible, however, please understand that protection of the public health takes priority over your profits. Keep in mind it is young children, the sick and the elderly who are most at risk for foodborne illness. Please do your best to run a sanitary and safe operation.

Hoke County Environmental Health

Office located at 423 East Central Ave in Raeford, in the old National Guard Armory building next to the Sheriff's Dept.

Contact info:	Dawn Wilkie, Administrative Assistant	910-878-1270
	Erik Johnson, Env. Health Specialist	910-878-1274
	Office fax:	910-848-3932

Mailing address: Hoke County Environmental Health
683 East Palmer Rd
Raeford, NC 28376

Please make checks out to "Hoke County Health Department".