

**Department of Code Administration
And Development Services
Environmental Health Division**

150 Dexter Court
ELGIN IL 60120
Fax (847)931-6790



Brad Bohner, Public Health Coordinator
(847) 931-5934
Tad Koeune, Sanitarian
(847) 931-5935

TEMPORARY FOOD SERVICE ESTABLISHMENT REGULATIONS

The following items are required for compliance with the **Elgin Municipal Code** pertaining to operation of a temporary food service facility at fairs, carnivals, and other public gatherings or events.

1. FOOD SUPPLIES

All food supplies including meat, milk, vegetables, etc. shall be obtained from sources complying with applicable State Laws and Regulations. All food shall be clean, wholesome, free from adulteration and misbranding.

2. MENU RESTRICTIONS AND FOOD PREPARATION

The menu must be approved by the Elgin Health Division and planned to avoid leftover food. The time between preparation and serving of the foods must be kept as short as possible. Only food that involves minimal handling or processing before service will be approved.

Home prepared foods, including canned foods, will not be permitted, with the exception of non-potentially hazardous baked goods such as breads, cakes, and cookies.

Potentially hazardous food such as cream filled pastries, custards, cream pies, potato or pasta salads using dairy products and meat, poultry, and fish in the form of salads or casseroles are prohibited. Menu items that are made from pooled shell eggs that **are not** immediately cooked and served, **must use commercially pasteurized egg or egg products**. Establishments with proper facilities may be eligible for exception from these menu restrictions, but only upon prior approval of a Health Division Official. Facilities such as church kitchens and commercial restaurants, etc., which are utilized for off-site preparation of food served at the event shall be inspected prior to the event and shall meet I.D.P.H. Food Sanitation Regulations. Proper temperatures must be maintained during transportation to the event.

All potentially hazardous food must be thawed in a refrigerator, under cold running water at an indoor event, in a microwave, or cooked frozen. All food supplies including meat, milk, vegetables, etc. shall be obtained from sources complying with applicable State Laws and Regulations. All food shall be clean, wholesome, and free from adulteration and misbranding.

All fruits and vegetables must be washed before being used.

Each stand serving potentially hazardous food shall have, and use, a metal stem probe thermometer scaled in 2 degree increments from at least 0° F. to 165° F. to monitor food temperatures.

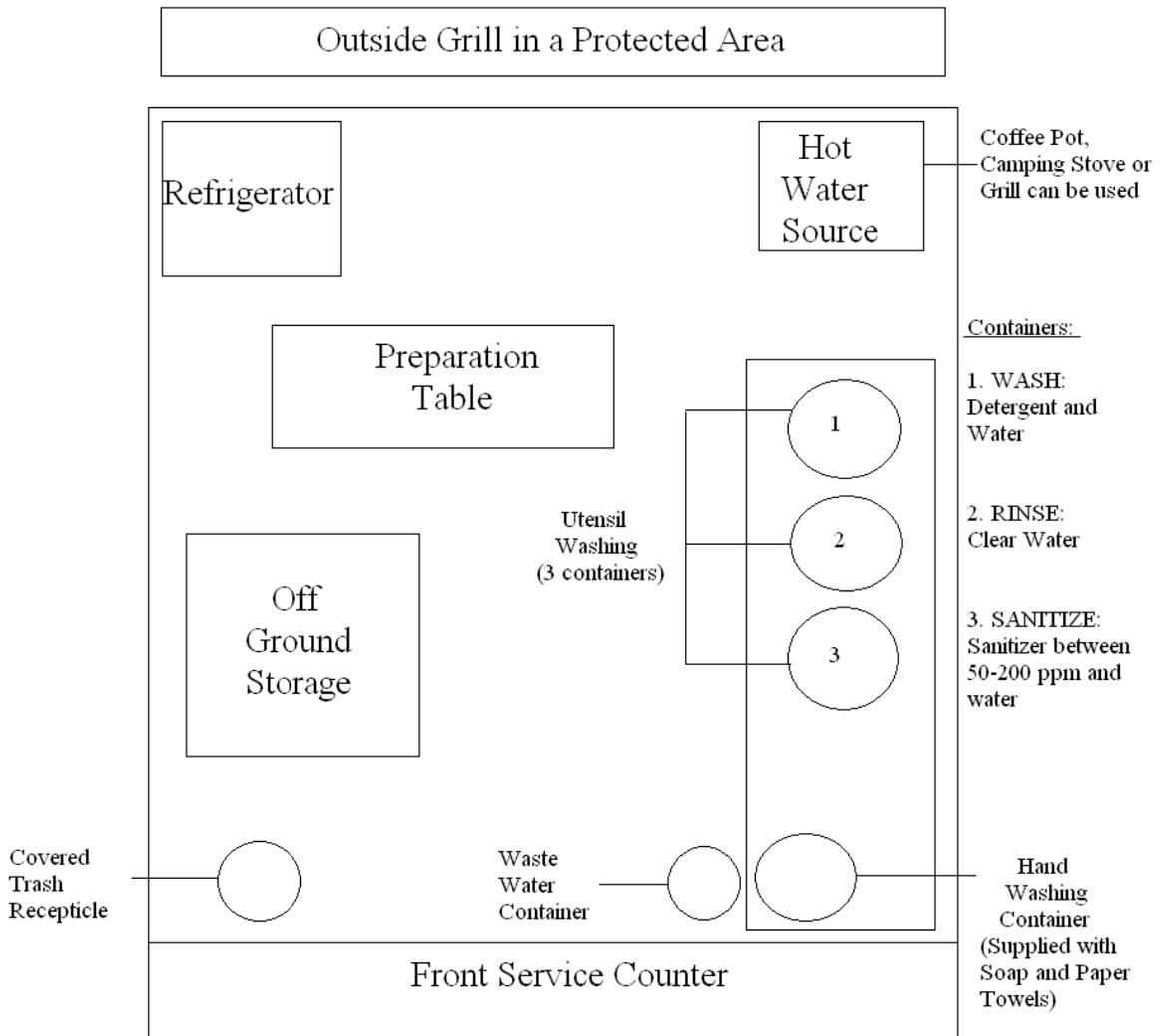
Leftover potentially hazardous food including sandwiches shall be discarded at the end of the day. No potentially hazardous food shall be saved to use the next day.

3. BOOTH CONSTRUCTION AND EQUIPMENT LAYOUT

Food preparation areas for outdoor events shall be located on concrete surfaces, asphalt, or other clean, dry, dust-free surfaces. If food assembly or extensive food handling (such as meat slicing) is on-site, a booth with cleanable walls and ceiling will be required. Screening may be used where ventilation is needed. The set-up will be subject to approval upon inspection.

There should be an effective distance between the food preparation area and the customer service area.

Effective shielding shall be provided consisting of glass or other durable materials where necessary to prevent contamination of food and food preparation equipment from dust, rain, flies, insects, consumer handling and other elements.



Note: The front counter is for food service only.
NO exposed food *without* a sneeze guard.

4. HANDWASHING FACILITIES

Convenient and adequate hand washing facilities shall be provided. For outdoor events, this shall consist of running warm water (from a camp sink or large water container with a spigot and bucket underneath to catch the waste), dispensed soap, and paper towels. **Common linen towels and disposable wet wipes are not a substitute for a hand washing facility.**

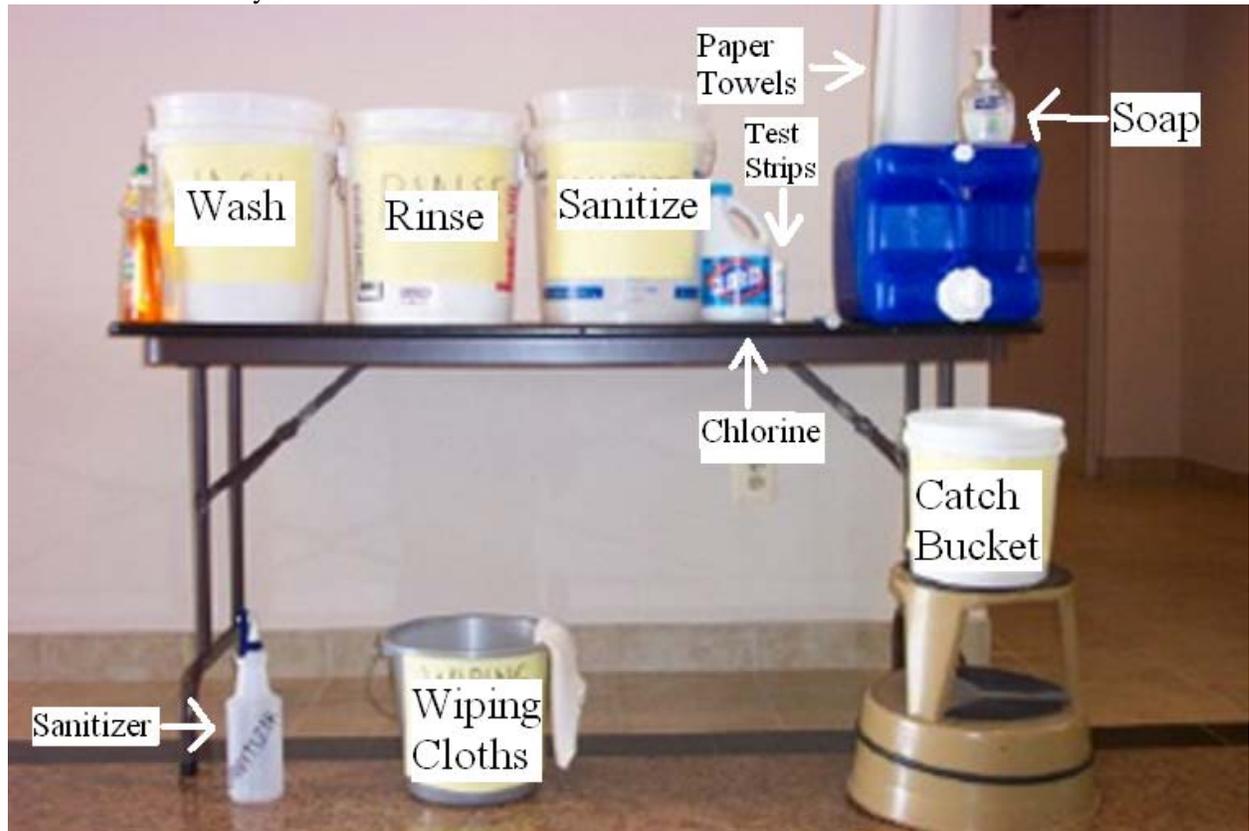
For indoor events, a separate sink with soap and paper towels in the food area is acceptable.

5. UTENSIL WASHING AND SANITIZING

A three-step, wash, rinse and sanitize system will be used for all utensils and cookware. At indoor events, this can be accomplished at a two or three compartment sink. For outdoor events, this system shall include three adequately sized containers, warm water, detergent and a sanitizer.

The first container is used for washing and shall contain clean water with a suitable dish washing detergent. The second container is clear rinse water. The third container is used for sanitizing and must contain clean water with a 50-200 ppm bleach solution. (1/2 ounce of bleach to 2 gallons of water.)

After sanitizing, all utensils and equipment shall be air-dried. Towel drying is not allowed due to the possibility of re-contaminating sanitized surfaces. All utensils and cookware must be washed, rinsed, and sanitized before use and periodically during use. Cooking surfaces must be cleaned before use, and at least once a day or more often if needed.



Note: Sanitizing solution should be between 50 and 200ppm of Chlorine.

6. WATER SUPPLY AND STORAGE

An adequate supply of safe sanitary water for drinking, food preparation, hand washing and cleaning shall be provided in the food stand. A pressure supply system is recommended whenever possible. Hot water shall be made available for cleaning purposes.

If water under pressure is not available in the stand, water storage containers shall be constructed of an approved type material which has tight fitting overlapping covers and an easily cleanable dispensing valve. If hoses are used to transport water, they must be clean and in a like-new condition.

Devices shall be provided to protect against back flow into the water supply and shall be constructed in accordance with the Illinois Plumbing Code.

7. REFRIGERATION AND FOOD TEMPERATURES

Potentially hazardous food, which consists in whole or in part of milk or milk product, eggs, meat, poultry or fish, shall be maintained at temperatures of 41°F or below.

A sufficient number of mechanically refrigerated units shall be used for maintaining potentially hazardous foods at 41°F or below. Each refrigeration unit shall have a thermometer accurate to plus or minus 2°F.

Commercial grade refrigeration units are strongly suggested. "Home-style" refrigerators may not be used if they are unable to maintain potentially hazardous foods at an internal temperature of 41°F or below.

Non-mechanical, chest type coolers will not be allowed as a substitute for refrigerators or freezers for the storage of potentially hazardous foods.

During transportation to the booth, potentially hazardous foods must be maintained at 41°F or below using dry ice or some other approved method.

8. COOKING, HOT-HOLDING, AND FOOD TEMPERATURES

Potentially hazardous food must be cooked to an internal temperature of 145°F or above with the following exceptions:

Pork, Hams (including pre-cooked hams) and Hamburger patties must be cooked to a minimum of 155°F for at least 15 seconds. All parts of the hamburger patty must come in contact with the cooking surface, especially edges that curl up or bubbles that may form in the center of the patty.

Poultry must be cooked to a minimum of 165°F for at least 15 seconds.

A metal stem probe thermometer with 2-degree increments shall be used to make sure these temperatures are reached.

A sufficient number of grills, stoves, fryers, etc. must be provided for the heating of potentially hazardous food to the proper temperature. A sufficient number of warmers, steam tables, hot-holding cabinets, etc. must be provided to maintain potentially hazardous food at 135°F or above after cooking.

9. PERSONAL HYGIENE

Hands **MUST** be kept clean. Hands and arms must be thoroughly washed with soap and warm water both before starting work and touching food and after handling raw meat, dirty dishes, garbage, coughing, sneezing, smoking, handling cash, or visiting the toilet. It is recommended to designate different workers to handle food and money.

Ready-to-eat foods such as hamburger and hotdog buns, lettuce, tomatoes or other such foods, which do not receive any further cooking before consumption, cannot be touched with bare hands. Workers must wear disposable gloves, use deli tissue, or a utensil such as a spatula or tongs. If disposable gloves are worn they must be replaced after becoming damaged, or after coughing or sneezing. Hands must be washed with soap and water before and after wearing or changing gloves.

SMOKING AND EATING ARE NOT ALLOWED IN THE FOOD AREA

Employees shall wear clean outer clothing. Hair is to be effectively restrained by a hair tie, hair net, or baseball cap where the hair is covered and contained. Hair spray and visors are not effective hair restraints.

People with boils, cuts, respiratory infections, vomiting, diarrhea, or communicable diseases shall not be permitted to work in a food stand. Children under the age of twelve shall not be involved in potentially hazardous food preparation or handling.

10. FOOD AND DRINK STORAGE AND DISPLAY

All food supplies shall be stored off the ground on pallets or shelves. All food shall be properly covered to prevent contamination from dust, insects/rodents or human contamination. Raw uncooked meats and eggs must be stored on the lowest refrigerator shelf separate from ready-to-eat foods to prevent cross contamination.

All food on display such as cotton candy, taffy apples or egg rolls shall be either covered, protected by a sneeze guard, or individually prepackaged to prevent contamination by humans, dust, or other elements.

Wet storage of packaged foods and beverages is prohibited. Pressurized cans of soft drinks should be kept in a drained container of ice so water build up is minimized. However, canned soft drinks may be stored in ice water if the water is changed often enough to keep both the water and containers clean. **Ice used for cooling may not be used for human consumption.**

11. CONDIMENTS

Sugar, mustard, ketchup and other condiments shall be individually packaged or dispensed with a utensil from an approved covered container.

12. ICE SUPPLY

Ice that is consumed shall be obtained from an approved commercial source in chipped, crushed or cubed form and shall be transported and stored in single service, closed container bags. Bagged ice shall be stored in a mechanically refrigerated unit or off the ground in a covered, easily cleanable container equipped with a drain.

Dippers or scoops shall be used in dispensing ice. Ice shall not be dispensed with hands, cups or glasses.

13. CUSTOMER UTENSILS

Only single service cups, plates, and eating utensils shall be used for outdoor events.

All single service articles shall be properly stored to prevent contamination. Single service cups shall be stored and dispensed through approved tube dispensers or directly from the plastic packaging to avoid contamination. Straws shall be individually dispensed either wrapped or from an approved dispenser.

14. FOOD EQUIPMENT CONSTRUCTION AND CLEANLINESS

Only food equipment which is in good repair and cleanable shall be used. All equipment must be kept clean and in sanitary condition. Equipment must be washed and sanitized before use, and at the start of each day.

Food contact surfaces shall be corrosion resistant, non-absorbent, non-toxic, and free of breaks, open seams, chips, pits, and similar imperfections. Galvanized containers shall not be used for the preparation, display, or storage of acidic drinks.

Appropriate scoops, tongs, spoons and forks shall be provided and used to minimize manual contact with food.

Scoops, tongs and other serving utensils shall be protected from bacterial potentials by being stored in one of the following ways:

1. In the food with the handle extended out of the food
2. In a running water dipper well
3. In a separate container of hot water in the steam table
4. Washed and sanitized between uses.

15. LIQUID AND SOLID WASTE DISPOSAL

All liquid non-grease laden waste shall be disposed into port-o-lets in such a manner as not to create a public health hazard or nuisance condition.

An adequate number of tightly covered, watertight and washable garbage containers with tight-fitting lids shall be provided at each stand. The use of plastic bag liners is required. Cardboard boxes, paper and plastic bags are not acceptable garbage containers.

Special containers will be necessary for the disposal of used charcoal and/or grease.

It shall be the responsibility of each food stand operator to keep the grounds surrounding their stand free of food scraps, paper, and other garbage or debris.

16. TOILET FACILITIES

An adequate number of toilet facilities must be provided. These shall be conveniently located and accessible for use by food handlers. Toilet facilities must be kept in a clean and sanitary condition with warm water and supplied with dispensed toilet tissue, hand soap, paper towels or electric hand dryers for hand washing.