

### **Food Provider Responsibilities and Important Information**

- ☐ Special Event Food Provider Application to be submitted **thirty (30) days** prior to the event. An application submitted less than thirty (30) days prior to the event may not be approved
- ☐ All persons or organizations planning to sell or give away food and/or drink to the public at a special event in Haldimand or Norfolk County are required to submit a Special Event Food Provider Application
- ☐ Submit a recent food safety inspection report with your application
- ☐ All applications will be assessed by a Public Health Inspector to determine all requirements have been met
- ☐ Approval must be obtained **prior** to operating at the event
- ☐ A Temporary Food Establishment Permit will be issued upon approval and posted at all times during the event
- ☐ Failure to meet the requirements and associated regulations may result in legal action and/or closure
- ☐ Please notify the Health Unit of any significant changes to the original application
- ☐ All persons involved in the handling food/beverages to the public must be a certified food handler

### **Permits and Regulatory Requirements**

Check with the following:

- ☐ Municipality County Administration
- ☐ Fire and Police Services
- ☐ Building and By-Law Department
- ☐ Public Works

### **Food Requirements at Special Events**

#### **Temporary Booth or BBQ**

- ☐ Keep food safety in mind (i.e. an overhead covering to protect from weather and bird droppings)
- ☐ Only certified food handlers are permitted inside the food preparation area
- ☐ Animals are not permitted in the food preparation area
- ☐ If operating a BBQ or rotisserie, please contact the local fire department for further direction

#### **Food**

- ☐ Food and/or beverages must be obtained from an inspected and approved source
- ☐ Food and/or beverages prepared in a private home are not permitted
- ☐ Food and/or beverages from a farm gate are not permitted

#### **Potentially Hazardous Foods**

Potentially hazardous foods can support the growth of bacteria due to their high moisture content, and/or because of their high protein content. It is important to monitor the temperature of these foods to limit time spent in the temperature danger zone to reduce the risk of foodborne illness. Examples may include, but are not limited to, meats, stews, mac 'n' cheese, milkshakes, etc.

#### **NOTE:**

**If a food or beverage item is in the refrigerated section of the grocery store, it is a potentially hazardous food.**

## **Food Safety Measures**

### **Food Storage and Temperatures**

- ☐ Cold foods must be kept at 4°C (40°F) or lower
- ☐ Hot foods must be kept at 60°C (140°F) or greater
- ☐ Cooked foods must reach these internal temperatures:

Food mixtures (chili, soup, or pasta)	74°C (165°F)
Chicken/turkey (whole)	82°C (180°F)
Chicken/turkey (pieces/ground)	74°C (165°F)
Pork	71°C (160°F)
Ground meat (beef, pork, or lamb)	71°C (160°F)
Seafood (fish, shrimp, mussels, etc.)	70°C (160°F)
- ☐ Use a probe thermometer to check internal temperatures
- ☐ Use thermal insulated container(s) with cold or hot packs, or mechanical refrigeration to transport food
- ☐ Thermometers must be in all coolers, refrigerators, freezers, and hot holding units
- ☐ Keep food and food supplies off the ground, unless stored in fully enclosed food grade plastic containers with tight fitting lids that are pest/waterproof
- ☐ Food must be protected from dust, insects, and other sources of contamination
- ☐ Cover food with lids, plastic wrap, aluminum foil, sneeze guards, and/or food grade material
- ☐ Garbage bags and/or other non-food grade plastic bags are not permitted to store, transport or cover food

### **Cooling Potentially Hazardous Foods**

- ☐ Hot foods must be rapidly cooled to 4°C (40°F) or lower and maintained until ready to serve
- ☐ To cool foods quickly, use an ice water bath (60% ice to 40% water), stirring the product frequently, and/or place in shallow pans no more than 10cm (4in) deep and refrigerate at 4°C (40°F) or lower

### **Reheating Previously Cooked Foods**

- ☐ Food must be reheated to the original cooking temperature prior to hot holding
- ☐ Hot holding equipment (i.e. chafing dishes or steam tables), is not to be used to reheat food
- ☐ Food can only be reheated once and then must be discarded if not used

### **Food Handling**

- ☐ Use separate cutting boards for the preparation of raw, potentially hazardous food and ready-to-eat foods to prevent cross-contamination.
- ☐ Use utensils (i.e. tongs, ladles, forks or spoons), to avoid direct hand contact with food  
Have an extra supply of utensils stored clean in a sanitary manner
- ☐ Gloves do not replace handwashing and are for single use only

### **Ice**

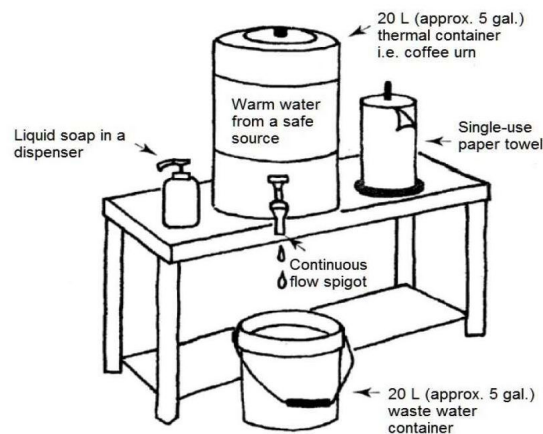
- ☐ Must be obtained from an inspected and approved source
- ☐ Ice used to cool foods, cans, and bottles must not be used in beverages or other foods
- ☐ Stored in a food grade container and dispensed using an unbreakable scoop, never hands

## Handwashing

### Handwashing Station

- ☐ Must be provided in each food preparation area
- ☐ Where plumbing is not available, a temporary handwashing station must be setup using the following:
  - ☐ Large container of potable water (i.e. a coffee urn with a continuous flow spigot)
  - ☐ Liquid hand soap in a dispenser
  - ☐ Single use paper towel in a dispenser
  - ☐ Bucket to collect wastewater

#### Temporary Handwashing Station



### Effective Handwashing Procedure

- ☐ Frequent and thorough handwashing remains the first line of defense in preventing foodborne illness
- ☐ Disposable gloves can be worn, but hands must be washed before/after glove use and in-between tasks
- ☐ Hands must be washed with soap and water in order for handwashing to be effective

### Examples of when to wash your hands include:

- ☐ Before handling food
- ☐ After handling raw meats
- ☐ After eating or drinking
- ☐ After using the bathroom
- ☐ After smoking a cigarette
- ☐ After using a cell phone
- ☐ After sneezing, coughing
- ☐ After touching your face or hair
- ☐ After handling money
- ☐ After cleaning or handling garbage



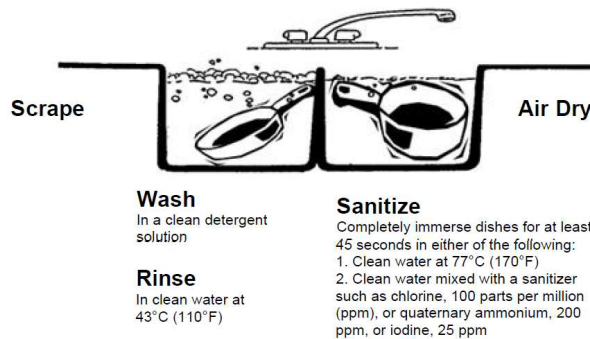
## Personal Health and Hygiene

- ☐ Food handlers with a cold, fever, nausea, diarrhea, and/or vomiting must not handle or prepare food/beverages
- ☐ Cuts or open sores must be bandaged and a disposable glove must be worn over the bandage
- ☐ Clean outer garments and hair restraints must be worn if handling food
- ☐ Smoking is prohibited in the food preparation area

## Equipment and Sanitation

### Food Utensils and Equipment

- ☐ Single-service articles for eating or drinking should be provided (i.e. plastic utensils, plates, and cups)
- ☐ Single-service articles are not to be re-used
- ☐ Multi-service utensils can be washed, rinsed, and sanitized using the 2 compartment sink dishwashing method



### Sanitizing Food Contact Surfaces

- ☐ Wiping cloths must be stored in a sanitizing solution when not in use
- ☐ Sanitizing solution is to be prepared prior to food handling and changed every 2 hours or as often as necessary
- ☐ Sanitizer test strips are to be used to check the strength of the sanitizer solution

Chlorine	QUAT	Iodine
100 ppm ½ tsp bleach to 1L of water	200 ppm As per manufacturer instruction	25 ppm As per manufacturer instruction

### Pest Control

- ☐ Keep foods covered to protect from pests
- ☐ Keep garbage contained with a tight-fitting lid to prevent the attraction of pests