

Requirements for Special Event Food Vendors

Please be advised that it is the responsibility of each Special Event Food Vendor to be in full compliance with the following requirements. Failure to comply will result in either Niagara Region Public Health's refusal to allow operations or lead to enforcement actions.

Getting Started:

1. Review special event food service requirements.
2. The food vendor is required to complete the form below and send it to the event coordinator. The event coordinator will collect completed forms and send them to Niagara Region Public Health.
3. The completed forms must be received by Niagara Region Public Health not less than **2 weeks prior** the event.
4. A public health inspector will contact all food vendors to review set-up, menu and answer vendor questions.
5. A public health inspector may be onsite during the event to conduct an inspection of the food vendors' booth.

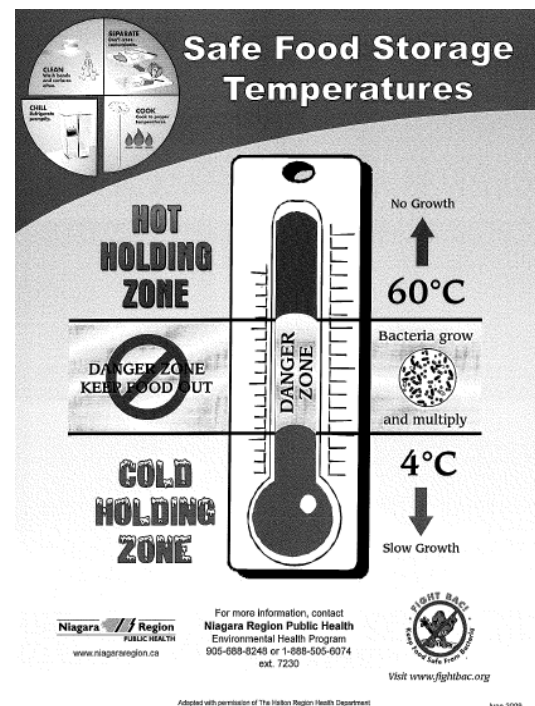
Section 1 - General Food Safety Guidelines:

Food Source

- All foods must come from approved and inspected sources.
- No home prepared food is allowed to be sold or distributed.
- If serving soft serve ice cream, a copy of the sampling report must be provided.

Food Transportation

- Hazardous foods must be transported at 4°C (40°F) or lower for cold held foods, or 60C (140F) or higher for hot held foods.
- Mechanically refrigerated vehicles are required. Transportation of hazardous foods packed in coolers with ice needs approval from Niagara Region Public Health.
- Foods are to be covered, wrapped or sealed during transportation.



Food Storage

- Foods must be protected from contamination and stored in food-grade containers.
- Raw meats must be kept separate from cooked meats, vegetables or any ready-to-eat foods.
- Food and food supplies must be raised 15cm (6 inches) off the ground.

Mechanical Refrigeration

- Mechanical refrigeration is required onsite and must hold hazardous foods below 4°C (40°F).
- Coolers with ice can only be used if mechanical refrigeration is also provided.
- Internal thermometers must be present in all refrigerators and coolers.

Cooking and Hot Holding

- Store hot foods at 60°C (140°F) or higher.
- Use probe thermometer to monitor temperatures.
- Hazardous foods must be cooked to the appropriate temperatures for a minimum of 15 seconds (*see display picture on right*).

Cooking Temperatures

Cook food to a **minimum** internal temperature of :

Whole poultry (chicken, turkey)	82°C	180°F
Poultry pieces or ground poultry	74°C	165°F
Hazardous food mixtures	74°C	165°F
Ground meats (beef, pork, lamb)	71°C	160°F
Pork & Pork Products	71°C	160°F
Fish	70°C	158°F

Use a probe thermometer to check cooking temperature.
* Note: Temperature to be maintained for a minimum of 15 seconds

For more information, contact
Niagara Region Public Health
Environmental Health Program
905-889-8248 or 1-888-605-0074
ext. 7230
Visit www.fightbac.org

Adapted with permission of The Halton Region Health Department June 2009

Dishwashing 2 Sink Method

Scrape, sort and pre-rinse

Sink #1 Wash & Rinse

Sink #2 Sanitize

Air dry

Wash

- In clean hot water and detergent

&

Rinse

- With clean water (43°C/110°F)

Sanitize

Soak dishes based on manufacturer's contact time

1. In water at 77°C (170°F) or
2. Use clean warm water with a sanitizer such as:
 - Chlorine, 100 parts per million (ppm), or
 - Quaternary Ammonium, 200 ppm, or
 - Iodine, 25 ppm

Note: Chlorine has 45 sec. contact time

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Utensil Wash

- A 2-compartment sink or 2 containers must be available to wash, rinse and submerge utensils in sanitizer (*see display picture on right*).
- Potable water, soap and sanitizer must be onsite.
- Bring multiple sets of utensils.

Probe Thermometer

- Probe thermometer must be onsite to check cooking, hot holding, re-heating and refrigeration temperatures.

Sanitizing Surfaces

- Sanitizer must be available onsite at all times.
- Wiping cloths must be stored in sanitizer buckets or disposable cloths with spray bottles. Sanitizer can be made by mixing 1tsp bleach to 1L water.

Water

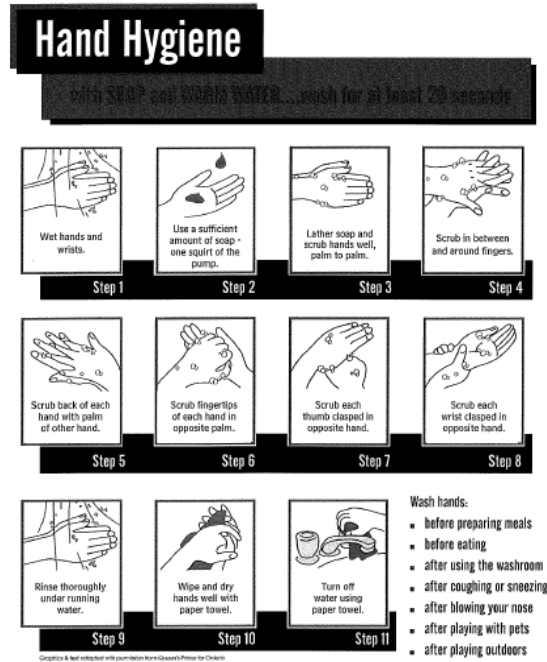
- All water must come from a potable source.
- Potable water must be available onsite for all food vendors.

Garbage Cans

- Garbage containers with lids must be provided.

Food Handlers

- Wash your hands. Thoroughly wash your hands with soap and water before handling food, after handling money or raw meats and after each break.
- Food handlers must not work if they are ill.
- Food handlers must wear clean clothing and hair restraints.
- Do not smoke in the food preparation area.
- Minimize direct food handling by using tongs or utensils.
- Use soap and sanitizer to clean all food contact surfaces.



Section 2 - Mobile Preparation Premise:

Mobile Premise must be in compliance with Food Premise Regulation 562. This includes providing:

- potable water
- hot and cold water under pressure
- handwash sink with soap and paper towel
- 2 or 3 compartment sink for utensil washing (soap and sanitizer)
- Probe thermometer
- Wiping cloths with sanitizer (buckets or spray bottles)
- Mechanical refrigeration with internal thermometers
- Holding tanks for waste water (with an approved source for disposal)
- Premise maintained in a sanitary manner

Section 3 - Temporary Food Booths

Covering

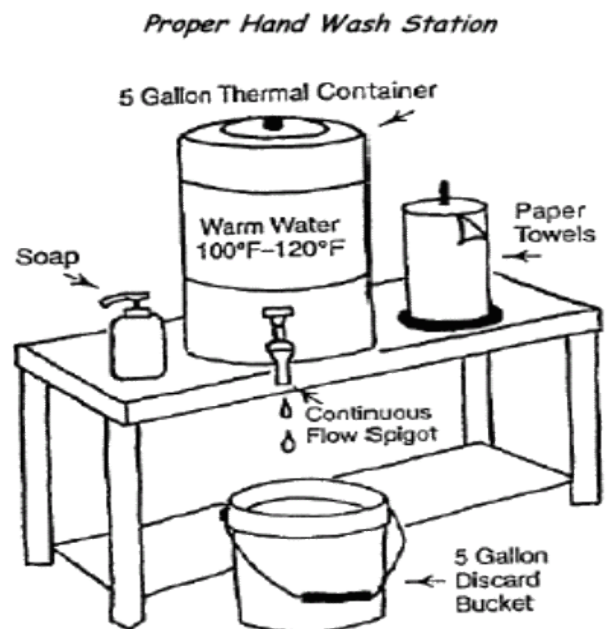
- Booths must have a canopy or covering to prevent food contamination.

Flooring

- Raised flooring (painted or sealed) is required at all food booths that are set-up on grass or gravel.
- Food booths on pavement or cement do not require flooring.
- Vendors that are only providing samples, with no food handling, or those serving pre-packaged goods are exempt and do not require flooring.
- Food products must be stored on shelves located 15cm above flooring.

Temporary Handwash Station

- Potable water source must be accessible onsite.
- Fill a camping jug or coffee urn with warm water.
- Must have a spigot that can remain open on its own.
- Liquid soap and paper towel.
- Container to collect the waste water. Waste water must be disposed of in a sanitary manner in an approved location.
- Gloves and hand-gel sanitizers are not a substitute to hand washing.



Sampling

- Single serving utensils, squeeze bottles or individual serving portions only.
- Samples must be kept covered and protected from cross-contamination (i.e. sneeze guard).
- No bare-hand contact is allowed.
- Any hazardous products must be kept mechanically refrigerated.
- Small sampling dispensers that would allow for frequent turnover/refills can be held submerged in ice baths.

Checklist for Special Event Food Vendors

DID YOU FORGET ANYTHING?

- Access to a potable water source (i.e. municipal water)
- Hand wash station set up in food handling area with hot or warm running water, wastewater receptacle, liquid soap in a dispenser and paper towels
- Probe thermometer to check the internal temperature of hot and cold foods
- Sanitizer (1 tsp bleach to 1 litre of water) used for utensil wash and with wiping cloths for surfaces (spray bottle or bucket)
- Detergent for washing surfaces and utensils
- Two compartment sink or two containers to wash, rinse and sanitize all utensils
- Multiple sets of utensils (knives, ladles, tongs, etc.)
- Garbage receptacles with lids
- Suitable covers for food protection (lids, aluminum foil, plastic wrap, sneeze guards)
- Store food on shelving or tables 15 cm off the ground
- Clean outer garments and aprons
- Hair restraints - hat and/or hairnet
- Canopy, tent or covering over all food handling or preparation areas

HOT HOLDING

- Steamer, stove, chafing dishes that are able to hold hazardous foods at temperatures of at least 60°C (140°F) or higher

COLD HOLDING

- Mechanical refrigeration able to hold hazardous foods at temperatures of 4°C (40°F) or less at all times
- All mechanical refrigeration on-site must be plugged-in and operating at 4.0C or less prior to being used for hazardous food storage
- Thermometer for refrigeration unit

FLOORING

- Raised flooring that is painted or sealed, for booths on grass, dirt or gravel surfaces

ENSURE THAT ALL YOUR EQUIPMENT IS COMPLETELY SET-UP PRIOR TO ANY FOOD SERVICE OR HANDLING

Application Form for Special Event Food Vendors

All applications must be received 2 weeks prior to event. Application should be collected by the event organizer who will send the completed applications to Niagara Region Public Health.

Niagara Region Public Health
 2201 St. David's Road, Campbell East
 Thorold, ON L2V-0A2

Tel: 905-688-8248, ext. # 7230
 Tel: 1-800-263-7248
 Fax: 905-641-4994

Event Name:	Event Date:
	Start Time: Finish Time:
Event Location:	Booth Name:
Vendor Contact Name:	Phone (Work): Phone (Cell):
Business Address:	
<i>* All food preparation must occur in an inspected kitchen. No home prepared foods shall be sold or distributed.</i>	
Menu Items: (Please List)	

Describe the type of food handling or preparation that will occur:
Describe method for Transporting Food: <i>All hazardous foods must be transported in a refrigerated vehicle or pre-approval must be given to operator if foods are being transported in coolers packed with ice.</i>

VENDOR SET-UP (check one)

<input type="checkbox"/> TRAILER or MOBILE PREMISE	<input type="checkbox"/> TEMPORARY BOOTH or BBQ
<i>General Requirements</i>	<i>General Requirements</i>
Hot and Cold running water (potable)	Temporary handwash station
Handwash sink - pump soap and paper towels	- Warm water under pressure - Camping jug or coffee with spigot (that remains open)
Mechanical refrigeration with internal indicating thermometers	- Pump soap and paper towels Container to catch waste water
2-compartment sink for utensil wash - dish soap and sanitizer	2 containers to be used for utensil wash Dish soap and Sanitizer
Wiping cloths used with sanitizer (multi-use cloths with buckets or single-use cloths with spray bottles)	Wiping cloths used with sanitizer (multi-use cloths with buckets or single-use cloths with spray bottles)
Holding tanks for waste water - Accurate gauge for measuring waste	Mechanical refrigeration with internal indicating thermometers
Probe thermometer	Canopy or covering over the booth
Hats or hairnets	Probe thermometer
Clean clothing or aprons	Hats or hairnets
Multiple sets of tongs or gloves	Clean clothing or aprons
Premise maintained in a sanitary manner	Multiple sets of tongs or gloves
	Food products kept 15cm off the ground

- Raised flooring (painted or sealed) is required at all food booths that are set-up on grass or gravel. Food booths on pavement or cement do not require flooring. Vendors that are only sampling (with no food handling) or serving pre-packaged goods are exempt from these requirements.

Signature

Date