



## TEMPORARY FOOD ESTABLISHMENT SELF-CHECKLIST

According to the Washington State Retail Food Code (WAC 246-215) a **Temporary Food Establishment** operates at a fixed location, with a fixed menu, not more than twenty-one consecutive days in conjunction with a single event or operates not more than three days a week at a fixed location in conjunction with an approved event.

**If you intend on providing food to the public at a public event, you must obtain a temporary food establishment or a farmers market permit. Island County Health Department (ICPH) will review your application and may inspect your temporary food establishment in order to insure compliance to the state-wide food safety standards. Permit applications are available on-line at [www.islandcountywa.gov/health/eh](http://www.islandcountywa.gov/health/eh). If you have additional questions, please contact the Food Safety Program at 360-678-8276.**

Public Health requirements are applicable to all foods and food vendors unless otherwise specified and approved by ICPH. Below is a self-check list you may use for your temporary food establishment. This is a compilation of major food safety rules and is NOT designed to replace reading the WAC 246-215.

Y	N	N/A	REGULATION:
			A TEMPORARY FOOD ESTABLISHMENT PERMIT: is required for each vendor handling foods that are time/temperature control for (TCS) safety foods and/or preparing foods on-site including sampling of foods. Island County Public Health permit must be available at temporary food establishment at all times. Applications must be submitted at least 14 days prior to the date of the event to avoid possible late fees.
			WASHINGTON STATE FOOD WORKER CARDS are required of the person in charge of the temporary establishment. The food worker card must be valid for the duration of the temporary event permit(s) issued.
			COMMISSARY KITCHEN: Must be used for off-site preparation and be approved by either a State or County agency. A commissary agreement form must be submitted with the application.
			MENU: Temporary food establishment is limited to the foods listed on application. Foods not listed may be subjected to destruction, removal from sale, and/or a cease & desist order. Any amended menu must be submitted and approved prior date of event.
			SICK PEOPLE CANNOT WORK: A person who has vomiting and/or diarrhea, or a communicable disease, such as Salmnella, Shigella, E. coli, or Hepatitis A, is prohibited from working in any food establishment and should be sent home. Workers with an open sore or infected cut on their hand(s) must wear a bandage <u>and</u> gloves at all times while in the food establishment.
			EMPLOYEE HYGIENE: Employees must wear clean clothes. Long hair must be restrained, hands and nails must be clean.
			HANDWASH STATION: is required in all temporary food establishments. This must be set up PRIOR to any food operations within temporary establishment. The station can be portable gravity fed or pumped station if no plumbed stations are available. Restroom hand wash stations may not replace your hand wash station. Failure to have proper hand washing station(s) may result in a cease & desist order.
			HANDWASHING: Hand washing is required before putting gloves on to handle food; when switching between handing raw foods and ready-to-eat foods; after touching soiled equipment/utensils; and/or after activity that contaminates hands. Hand sanitizers, gloves, and wet-wipes are not substitutes for washing hands.
			TOILET FACILITIES: must be readily accessible during all hours of operation. Hand washing stations should be adequately stocked with soap and paper towels.
			BAREHAND CONTACT: with ready to eat foods is prohibited. Gloves, spoons or individually wrapped food items must be used so food workers will not handle ready-to-eat foods with their bare hands.
			ALL FOOD PREPARATIONS: should be done within the commissary kitchen. Minimal preparations may be done within the temporary food establishment. No food may be prepared in a residential kitchen/home.
			FOOD SOURCES: All foods must be from an approved source, such as USDA, WSDA, or from another state or county licensed facility. Ice and water must also be from approved sources.
			COOLING: is prohibited on-site of the temporary establishment but may be approved to be done in commissary kitchen if done as a prep for foods such as a cold pasta salad or baked desert served cold. Cooling means the process of bringing foods from safe cooking or hot held temperatures to a safe cold temperature.



			COLD HOLDING: Time/temperature controlled for safety foods must be held at 41°F or below. Ice used as a medium for cold holding may not be used as food. Containers in ice should be buried at least ¾ in ice and stored out to direct sunlight.
			HOT HOLDING: Time/temperature controlled for safety foods must be held at 135°F or above. Sternos are not an approved form for hot holding at outdoor events. Hot held foods which has not been sold/served should be discarded at the end of the day.
			TIME AS A CONTROL (4-hour rule): may not be utilized without submitted and approved written procedures. Written procedures must be submitted with application. If used, foods must be discarded after 4-hours within the danger zone. Time and temperature cannot be interchangeably used.
			FOOD COOKING/REHEATING: All time/temperature controlled for safety foods must be heated from 41F to at least 165F within one hour prior to being held in hot holding devices. Steam tables or other hot holding devices such as crock pots, are not sufficient to adequately reheat foods.
			PREVENT CROSS-CONTAMINATION: Foods and food-contact equipment should be stored up, off the ground and protected from sources of contamination. Raw foods should be stored separately from ready to eat foods to prevent contamination from blood and other fluids. Ready to eat foods may not be stored directly in contact with ice used as a cold-holding medium.
			DISHWASHING FACILITIES: Usually located within the commissary kitchen, dishwashing facilities are required when equipment or utensils are reused on-site or the event operates for two or more consecutive days. Proper dishwashing utilizes washing with use of soap, rinsing, sanitizing, and air drying.
			SOLID WASTES/ TRASH CANS: At least one waste receptacle should be available inside the temporary food establishment for employee use and one outside for customer use.
			THERMOMETER: A digital stemmed thermometer should be available, calibrated, and used to check internal food temperature. Any time/temperature controlled foods found in the danger zone may subjected to destruction, removal from sale, and/or cease & desist order.
			WIPING CLOTHS: should be present and stored in a bucket with appropriate concentration of sanitizer. Sanitizer should be changed out frequently.
			WASTEWATER: should NEVER be dumped into the street, storm drain or onto the ground. Use a container to collect the wastewater and discard it at an approved wastewater disposal system.
			SINGLE SERVICE WARE: such as paper or plastic cups, plates and utensils must be used for customer use when serving foods.
			CHEMICALS: such as liquid bleach, detergents, and so forth must be stored in a separate area away from food preparation and display areas to prevent contamination of food and/or equipment.
			FRESH WATER SOURCE: must be an approved potable water source. If used, hoses must be food-grade and nozzle must be stored to prevent contamination (not stored on the ground and away from contamination).
			SMOKING, EATING, & DRINKING: is not allowed of food workers in food operation areas of the temporary food establishment.
			BARRIERS FROM THE PUBLIC: The temporary food establishment must be able to separate the general public from entering food operation areas using sneeze-guards, ropes, tables, or other effective methods. Cooking equipment must be separated from the public to protect the public from burns or splashes of hot oils. No unauthorized, non-working persons, including young children, are to be in food operation areas.
			OVERHEAD/ESTABLISHMENT COVERING(S): The temporary food establishment must have adequate coverings to protect food and food-contact equipment from possible environmental contaminants such rain, runoff, debris, bird droppings, and pests.