



Checklist for Setting up a Temporary Food Service

A completed application must be submitted at least seven days prior to the event for events lasting 1-7 days, and more than 15 days for events lasting eight or more days. Food must come from an approved source – if another facility is being used to prepare food for your event please describe on this application.

Foodborne Illness Risk Factors

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| 1 | <input type="checkbox"/> Training | If the event lasts for four days or more, the operator must have received approved training, hold an Alaska Food Worker Card, or be a Certified Food Protection Manager. |
| 2 | <input type="checkbox"/> Handwashing | Provide a two-gallon or larger insulated container with warm water and a constant flow (not push button) spigot, a catch basin, soap, and dispensed paper towels. See instructions for setting up this station. |
| 3 | <input type="checkbox"/> Health | Assure that no one working in the booth is experiencing symptoms of vomiting, diarrhea, sore throat with fever, or jaundice. Make sure that no one handling food or utensils has open cuts or sores that cannot be covered with a band-aid <u>and</u> gloves. |
| 4 | <input type="checkbox"/> Hygiene | Make sure all workers know when and how to wash their hands. Assure that all workers have clean outer garments and hair restraints. |
| 5 | <input type="checkbox"/> Approved Source | Water Supply - An adequate supply of potable water must be on site and obtained from an approved source. <ul style="list-style-type: none">• Water storage at the booth must be in an approved storage container(s).• Ice used as an ingredient must be from an approved source. Food Supply - Food must come from an approved source (licensed and inspected facility). |
| 6 | <input type="checkbox"/> Food Preparation | Utensils such as tongs, tissues, ladles or gloves must be used. No bare hand contact with ready to eat foods such as garnishes, vegetables, bread, pastries or other items that do not have a cook step prior to service. Cooking and serving areas must be protected from contamination. Barbecue areas must be roped off or otherwise segregated from the public. |
| 7 | <input type="checkbox"/> Cold/Hot Storage | Provide refrigeration units to keep potentially hazardous foods at 41 °F or lower. An insulated container with blue ice or drained ice may be approved for storage of less hazardous foods or for shorter events.

Hot food storage units must be used to keep potentially hazardous foods at 135° or higher. Hot foods must be discarded at the end of the day – items may not be cooled and reheated for use the following day without prior approval. |
| 8 | <input type="checkbox"/> Cooking | Make sure food is cooked to safe temperatures:
Meat, Seafood and Eggs 145°F
Ground Meat 155°F
Poultry and Stuffed Meats 165° |
| 9 | <input type="checkbox"/> Dishwashing | A minimum of three basins, large enough for complete immersion of utensils, and a means to heat water are required to wash, rinse, and sanitize utensils. Utensils used continuously must be washed, rinsed and sanitized every four hours.

Wash utensils in hot soapy water; rinse in clear warm water; sanitize for |

thirty seconds in bleach water (1 tsp bleach to 1 gallon of water), or approved sanitizer; and air dry.

For short events have plenty of extra utensils available.

10 Sanitizer

Bleach (unscented) or another approved sanitizer must be provided for dishwashing sanitization and storage of wiping cloths in lukewarm water. Sanitizers should be checked with test strips.

Basic Sanitation

11 Counters & Shelving

All food preparation surfaces must be smooth, easily cleanable, durable, and free from seams and difficult to clean areas. All other surfaces must be finished so they are cleanable.

12 Dry/Wet Storage & Food Display

Store all food, equipment, utensils and single-service items off the floor/ground on pallets or shelving to protect against contamination.

Wet storage of canned or bottled, non-potentially hazardous beverages is acceptable when the water contains at least 10 ppm of chlorine and the water is changed frequently.

All food and single service items must be protected from customer handling, coughing, or sneezing by wrapping, sneeze guards or other effective barriers.

13 Wiping Cloths

Wiping cloths must be rinsed frequently and stored in a clean 100 ppm chlorine solution. Sanitizer bucket: 1 tsp of bleach to one of gallon of water. Spray Bottle: 1/4tsp of bleach to 1 quart of water. Do not use hot water with bleach- it makes it evaporate quickly!

14 Floors, Walls, and Ceilings

For events lasting 4-21 days, floors must be constructed of tight wood, asphalt or other cleanable material. Floors must be finished so they are cleanable.

Walls and ceilings are constructed to protect from the elements and to restrict access, are cleanable, and are kept clean.

15 Thermometers

Refrigerator units need a thermometer to accurately measure the air temperature inside. A metal stem thermometer must be provided to check the internal temperatures of both hot and cold food (0-220°F). Thermometers must be calibrated.

16 Restrooms

An adequate number of approved toilet and handwashing facilities must be provided at events lasting longer than two hours. These facilities must be accessible for employee use.

17 Wastewater & Garbage

Wastewater must be disposed in an approved wastewater disposal system. Wastewater containers must be covered and labeled "For Wastewater Only."

An adequate number of cleanable containers must be provided inside and outside the booth. Garbage stored outside needs to be covered and stored to prevent the attraction of pests.