



## CITY OF NEW BEDFORD

JONATHAN F. MITCHELL, MAYOR

## HEALTH DEPARTMENT

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## **GUIDELINES FOR TEMPORARY FOOD EVENT VENDORS**

In order to insure a safe and sanitary food supply, your temporary food establishment permit is issued based on the following conditions:

1. Application must be filed at least fourteen (14) days prior to event(s).
2. No permit to operate a Temporary Food Establishment will be issued unless arrangements are made for a pre-opening inspection conducted by the Health Department's Sanitarian.
  - a. Applicants must contact the Environmental Health Division Office at least forty-eight (48) hours in advance to schedule an inspection.
  - b. At the time of inspection, booth or cart must be **fully operational** (electricity, refrigeration, running water, etc.)
  - c. A pre-opening inspection will be conducted Monday through Friday during normal city work hours of operation. If a weekend or an evening inspection is required after 4 p.m., additional fees will be assessed.
3. All permits issued by the Board of Health must be conspicuously displayed on-site.
4. Only non-potentially hazardous foods or potentially hazardous foods requiring minimal preparation may be served.
  - a. *Only those foods specifically stipulated on the permit may be served.*
5. Foods including ice must be obtained from an approved commercial source.
  - a. Proof of source (i.e. boxes, receipts, etc.) must be on-site.
6. **Temperature requirements – storage, display and transportation:**
  - a. Units shall be capable of maintaining:
    - ◆ Refrigeration at 41° F or below – Freezer at 0° or below
    - ◆ Hot storage at 140° or above
  - b. All potentially hazardous foods must be kept either above 140° F or below 41° F.
  - c. Calibrated metal stem type thermometers must be used to test temperatures and thermometers must be accurate to +/- 2°F with a minimum range of 20 - 170°F
  - d. Storage of food in contact with water or un-drained ice is prohibited.
  - e. Wrapped sandwiches or wrapped potentially hazardous foods will not be stored in direct contact with ice or direct sunlight.
  - f. All food and drinks and condiments shall be handled and stored in such a manner so as to prevent contamination; single service pre-packaged items are preferred (i.e. covered & stored in clean containers, kept up off the ground).
  - g. Trash bags shall not be used to store food.
  - h. Food handling must be minimized, using tongs, plastic gloves, napkins, etc.

## 7. Plumbing requirements:

- Three compartment sinks and a hand-washing sink must be provided for all food preparation operations.
- Enough potable water must be provided for all food preparation, cleaning and hand-washing.
- Running water with liquid soap and disposable paper towels for hand washing shall be available.
  - a. A portable hand washing sink is preferred; or a three (3) to five (5) gallon container of water with a spout used in conjunction with a dump bucket or retention tank is acceptable to collect liquid waste water from hand washing. A trash receptacle for disposal of paper towels is required.

## 8. Structural elements:

- a. Floors must be cleanable and in good repair, i.e. plywood or vinyl flooring, blacktop or hard surface - cannot be on grass or raw dirt surface.
- b. Walls must be constructed to prevent entrance of insects into food prep area.
- c. Ceilings must protect interior food prep area from weather.
- d. Service openings shall be no larger than necessary and be fitted with tight fitting solid or screened doors, windows or air curtains.
- e. Lighting must have protective shields.
- f. Cooking area must be restricted from public access by physical barriers, i.e. counters, temporary fencing, restricted access signage and/or mesh screening as may be necessary to insure public health and employee safety.

## 9. Sanitation requirements:

- a. All food handlers shall wash their hands before starting work, after utilizing toilet facilities after smoking, before handling food and whenever necessary to maintain sanitary conditions.
- b. All equipment, utensils and containers shall be maintained in a clean and sanitary condition.
- c. Spray sanitizer for food contact surfaces and *a test kit are* required; Quaternary Ammonia at a ratio of 200 parts per million is preferred sanitizing solution (available at restaurant supply and home improvement stores).
- d. Smoking is prohibited in all food service and dining areas; smoking is also prohibited in all food service court areas and/or within fifteen (15) feet perimeter surrounding cart, booth, or food storage area and further distance if smoke migrates into employee work or food service areas.
- e. No smoking signs must be posted in food preparation area and access points visible to consumers.
- f. Garbage must be stored in receptacles with covers or lids and refuse/trash shall be disposed of in a satisfactory and frequent manner. Premises shall be kept clean at all times.

**Daily re-inspections will occur unannounced for any multi-day events. If any of these conditions are not met, or violations are found during a re-inspection, your Temporary Food Establishment Permit may be immediately revoked and you will be asked to cease operation and leave the event.**

**If you have any questions, please contact the New Bedford Health Department at 508-991-6199.**

*These guidelines are to be on site for reference at all times during period of operation.*

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*Permit Holder's Name*

\_\_\_\_\_  
*Date(s) of operation*