

Please read this handout completely and implement these guidelines within your Temporary Food Establishment. The Health Authority must approve all menu items served prior to operation and must also approve the set-up of the food establishment in its state of operation. Failure to implement these guidelines may result in denial of your application or closure of your temporary food establishment.

DEFINITIONS:

Event: shall mean a gathering of persons at a predetermined location and time with specific purposes and goals unrelated to the temporary sale of food. Events shall include, but are not limited to, non-profit organizations, fund-raising activities, circuses, carnivals, sports and athletic activities, cultural activities, national holiday celebrations, parades and promotions of existing stationary businesses.

Potentially Hazardous Foods: Potentially hazardous food (PHF) means a food that requires time and temperature control for safety (TCS) to limit pathogen growth or toxin production. Includes a food of animal origin (raw or cooked), a food of plant origin that has been cooked or consists of raw seed sprouts; cut melons, and garlic-in-oil mixtures that are not modified in a way that results in mixtures that do not support pathogen growth.

Temporary food establishment: A food establishment that operates for a period of no more than fourteen (14) consecutive days in conjunction with a single event or celebration.

APPLICATION SUBMITTAL:

A permit is required for all temporary food service establishments. A Temporary Food Establishment Application must be submitted with the non-refundable \$75 application fee at least three (3) days prior to an event. Applications not received at least three (3) days prior to the event will not be considered.

Food vendors not in conjunction with an event such as those listed above are prohibited within the City of Greenville. Please refer to the City of Greenville Food Ordinance.

Out of town vendors must supply a copy of their health permit and a copy of the most recent inspection. Temporary food establishments proposing to use permitted facilities in the City of Greenville must provide documentation of permission.

No fee shall be charged to any food establishment owned and operated by a governmental agency, independent school district or non-profit institution with an EIN (Employer Identification Number) and/or a 501(c)3 number from the IRS (Internal Revenue Service); however, such establishment shall comply with all other requirements of this article.

GENERAL:

1. All food service preparation areas must be clean and well maintained.
2. Employees must maintain a high degree of personal hygiene. Employees must be free from any diseases and infections that can be transmitted.
3. Employees must have access to adequate restroom facilities. A notarized letter may be required of an owner providing restroom facilities.
4. Suitable hair restraints, including hairnets, ball caps or other hats, are required in food preparation area.
5. Personnel may not eat, smoke or drink in food preparation areas.
6. Temporary food service facility employees shall abide by all applicable sections of the City of Greenville Health and Sanitation Ordinance with respect to personal hygiene and sanitary food handling practices.
7. Employees may be required to obtain food handler's certificates prior to the event.
8. Facilities with fryers, grills, smokers or similar heavy food preparation equipment used at concessions shall require a Certified Food Manager.
9. Animals are not allowed in the premises of the food establishment.

FOOD PROTECTION:

1. All food establishments must have a suitable covering over the food preparation, storage, and cooking. Barriers to prevent consumers from entering or contaminating food preparation areas must be in place (this could be achieved by placement of tables and tarps. See additional Fire Safety requirements below.)
2. All hot foods must be maintained at a temperature of not less than 135°F. All cold foods must be maintained at a temperature of not more than 41°F.

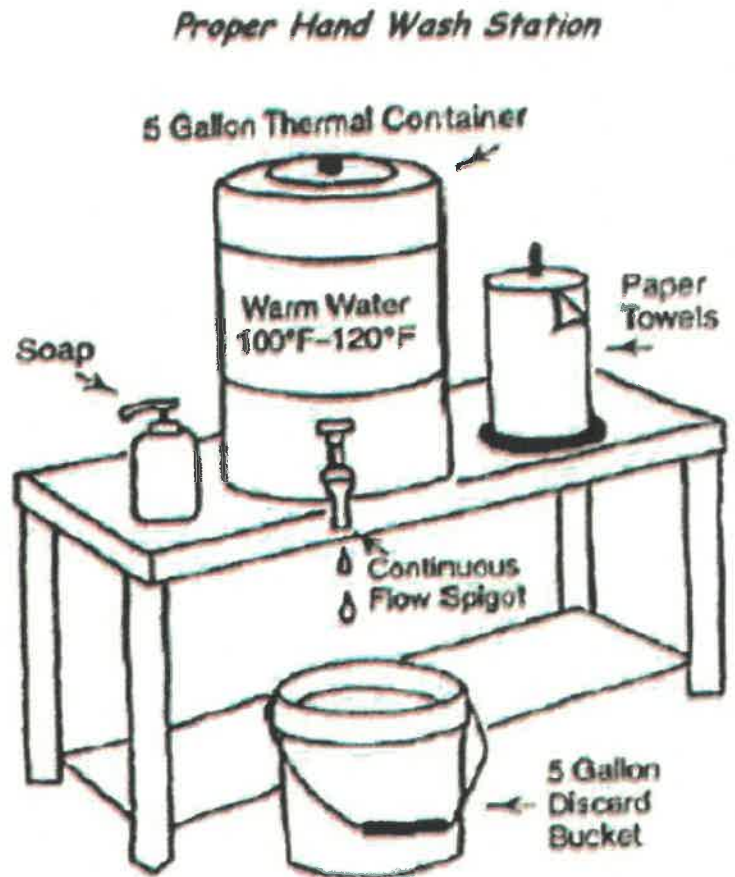
3. All food and food service equipment shall be stored at least six (6) inches off the floor or ground at all times.
4. All food items must be handled with a barrier between the food handler and the food. No bare hand contact of ready to eat food is allowed. Utensils to be used. Gloves may be worn, if used correctly.
5. Food service thermometers must be present in the food preparation area. Thermometers must be metal stem and accurate within 2°F. Thermometers shall also be located in all refrigeration and freezer areas.
6. All food items must be covered with a lid or some other durable type material at all times. Sneeze guards or distance from food may be required to prevent contamination from consumers or outside elements.
7. Condiments provided for customer use, including onions, relish, sauces, peppers, catsup, mustard, etc., shall be dispensed as single serve packets or from squeeze-type, shelf-stable containers.
8. Home preparation of food is not permitted. Proof of origination or purchase of food products may be requested on site (ex. Invoice, cash register receipt).
9. Ice used to cool drink containers or food shall not be used for human consumption. All ice must come from an approved source in original plastic bags (not trash bags) and filled at point of manufacture or an approved ice machine. Ice storage containers of chilled cans or bottles must have open drains to prevent submergence in melted ice.

Proper Cooking Temperatures

Potentially Hazardous Foods	Minimum Cooking Temperature
Poultry, Stuffing containing meats	165°F
Ground Meat (hamburger/sausage)	155°F
All other Potentially Hazardous Foods	145°F

HANDWASHING:

1. A convenient hand washing facility shall be available within the food preparation area or in a location approved by the Health Authority.
2. This facility shall consist of an insulated container with a spigot that can be turned on to allow potable, clean warm water to flow; a wastewater container; soap; disposable towels; and, a waste receptacle.
3. An approved hand sanitizer may also be required to be used in conjunction with hand washing.
4. Food handling personnel must wash their hand as frequently as necessary to keep them clean.

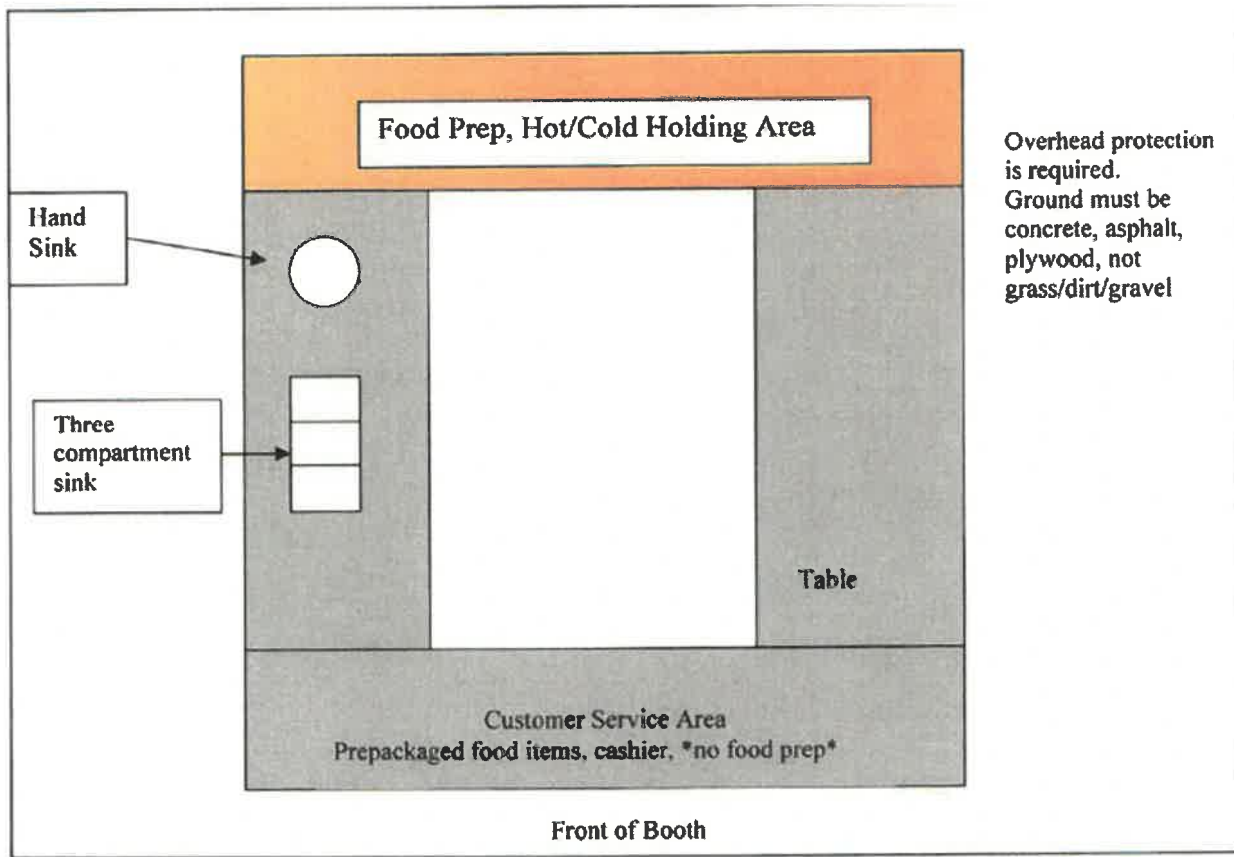
**WATER SOURCE:**

1. Water used in preparation, hand washing, and ware washing must be potable water from an approved source.
2. Sufficient supply of potable water must be maintained or be subject to suspensions of permit.

STRUCTURE:

1. Food contact surfaces of equipment shall be protected from contamination by the environment, consumers and other potential contaminating agents.
2. All stands must have suitable overhead covering for food preparation, cooking, utensil washing and services area.
3. Booths must have barrier to protect food (ex. sneeze guards, lids on food) and prevent customers entering the booth.
4. A table skirt or other form of protection is recommended to protect food, single service articles and utensils.
5. Approved flooring, which may include concrete, asphalt or tight-fitting plywood.
6. All cooking of foods must be done towards the back of the booth. When using a grill the equipment must be roped off, separated from the public by at least four (4) feet to protect the public from burns and splashes of hot grease.
7. All grills must have adequate cover (lid) while in use.





SINGLE SERVICE ARTICLES:

All temporary food establishments shall provide only disposable single service articles for use by consumers (ex. plates, utensils, napkins, cups).

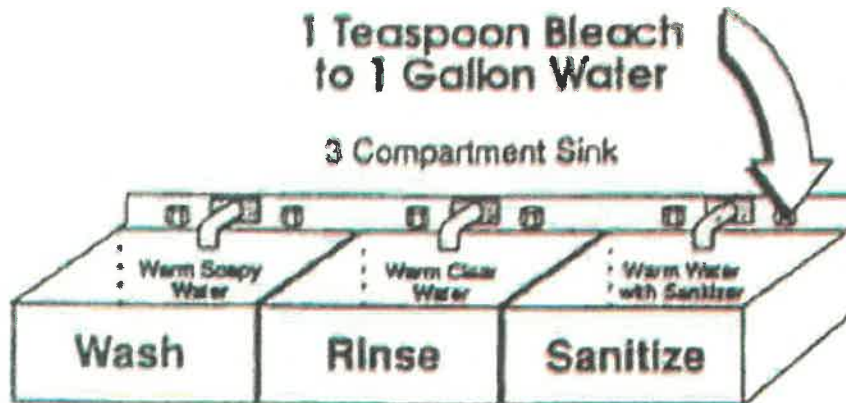
EQUIPMENT:

Equipment shall be approved by the Health Authority and be adequate in number and capacity to provide food temperatures as specified below.

Proper Cold and Hot Holding Temperatures

Potentially Hazardous Foods must be maintained cold at 41°F or below.

Potentially Hazardous Foods must be maintained hot at 135°F or above.

**WAREWASHING:**

1. All utensils must be prewashed, rinsed, and sanitized prior to beginning of service.
2. A temporary three compartment sink must be provided at all food vending stands.
 - a. This may be done by providing three (3) tubs large enough to allow utensils to be completely submerged in the water.
 - b. Arrange tubs to contain soapy water for washing in the first container, clean water for rinsing in the middle container, and sanitizing solution in the final container.
 - c. Approved sanitizers: household bleach, iodine, or Quaternary ammonia. The correct concentration of bleach/chlorine for dishes is 50 ppm and for wiping cloths it is 100 ppm. For Quaternary ammonia the correct concentration for dishwashing is usually 200 ppm.
 - d. Chemical test strips (with the appropriate concentration color code) must be at each stand at all times to test the concentration of the sanitizing solution being used.



WASTEWATER AND TRASH DISPOSAL:

1. Wastewater must be disposed of in the sanitary sewer in accordance with law. Wastewater cannot be disposed of in the grass, on the ground, or in a storm drain (that would be a water pollution violation).
2. Waste receptacles must remain covered except when in use.
3. Vendor premises must be maintained free of litter.
4. Grease and drippings from grills must be contained and properly disposed of.

RODENT CONTROL:

All temporary food service establishments must provide for proper fly and rodent control as outlined by the Texas Department of State Health Services rules on food safety.

The guidelines above are based on the Texas Food Establishment Rules for Temporary Food Establishments (Texas Department of State Health Services) and City of Greenville Code 10.02.002(b)(29)(l-n).

Questions or requests for additional information may be referred to:

City of Greenville Community Development – Public Health
 2315 Johnson Street
 Greenville, TX 75401
 903-457-3160 or 903-457-3161
www.ci.greenville.tx.us

FIRE SAFETY:

1. Vendors using open flames must provide a fire extinguisher per the Fire Marshal:

* One 2A-10B:C rated fire extinguisher for ABC fires,

* One K-Type extinguisher if using grease.

Vendors will verify that extinguishers are current on inspections, or within one year of purchase date.

2. Vendors may not obstruct any building entrance/exit.

3. Cooking Tents: Tents where cooking is performed shall be separated from other tents, canopies or membrane structures by a minimum of 20 feet.

4. Outdoor Cooking: Outdoor cooking that produces sparks or grease- laden vapors shall not be performed within 20 feet of a tent, canopy or membrane structure.

5. LP Gas Container: Shall be located outside and the safety release valve pointed away from the tent.

6. LP Gas Protection and Security: All gas containers, piping, valves and fittings which are located outside and are being used to fuel equipment inside the tent, canopy or membrane structure shall be adequately protected to prevent tampering, damage by vehicles or other hazards and shall be located in an approved location. Portable LP-gas containers shall be securely fastened in place to prevent unauthorized movement.

*** Contact the Fire Marshal at (903) 457-2945 for questions or additional information. ***