

TEMPORARY FOOD EVENT GUIDELINES





Temporary Event Food Service Guideline

Food service events in Temporary Settings are non-permanent, short-term food service events. These events are found indoors or outdoors, for business promotions, customer appreciation days, street fairs, civic celebrations, craft fairs, charity fundraising, hot dog sales and other similar events.

Events in which food is served to the public, including temporary events, may be considered Public Eating Establishments and **require** licensing to serve or sell food to the public. Saskatchewan's *The Food Safety Regulations* apply whenever and wherever food or drink is prepared, served or sold to the public.

You do not need a license when you serve food only to family, friends, co-workers or club members at private potluck suppers, team wind-up events, workplace parties, weddings, anniversaries or birthdays.

Community Organizations, including community associations, service clubs, multicultural associations, church groups, schools, sports teams and recreational clubs are exempted from the licensing requirements of *The Food Safety Regulations* when serving the foods listed below:

- hot dogs;
- hamburgers and smokies;
- pre-packaged foods; and/or
- non-potentially hazardous food.

Contact a Public Health Inspector in your area to find out if you need a license. Turn to the back page to find out how to contact your local Public Health Inspector.





1. Approval

You must have a license to serve food at a **Temporary Event**.

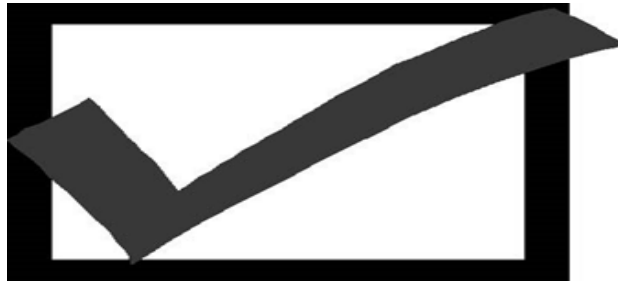
Contact your Public Health Inspector to discuss the type of food service you want to provide and to complete an application form.

For Temporary events, apply at least fourteen days before the event.

Once approved by a Public Health Inspector, you will receive the licence to operate, which must be clearly visible to the public at your booth during the event.

Basic food safety principles for operating a temporary eating establishment are contained in this booklet. Please read carefully and ensure you meet all the requirements. Requirements that are more stringent may be necessary depending on the nature of your event.

The remainder of this guideline contains basic food safety principles to help you at your event.



Food Safety for Temporary Events

The following requirements outline the requirements necessary to meet *The Food Safety Regulations* and the Public Eating Establishment Standards. Food from approved sources, good food handling practices, temperature control and properly designed, constructed, equipped and operated facilities all contribute to a safe food product.



A. FOOD SAFETY

Source:

- All meat and poultry is to be obtained from approved sources.
- Home canned and/or home cooked or prepared potentially hazardous foods are not to be served/sold at temporary food service events.

Preparation:

- All potentially hazardous food preparation conducted in advance of the temporary food service event is to be prepared at an approved food service facility.

Temperatures:

- Potentially hazardous foods are to be maintained at 60°C (140°F) or higher or 4°C (40°F) or lower. Foods are to be cooked to the minimum temperatures below and held for at least 15 seconds when cooking the following foods:
 - a) 60°C (140°F) or above for rare beef steaks and roasts.
 - b) 63°C (145°F) or above for eggs (if prepared for immediate service); medium rare beef, lamb and veal steaks and roasts.
 - c) 70°C (158°F) or above for fish.
 - d) 71°C (160°F) or above for ground beef/pork/lamb/veal; food made with ground beef/pork/lamb/veal, e.g. sausages, meatballs; pork chops, ribs and roasts.
 - e) 74°C (165°F) or above for ground chicken/turkey; food made with ground chicken/turkey or mixtures containing poultry, meat, fish, or eggs; chicken and turkey breasts, legs, thighs and wings; stuffed pasta; hot dogs; egg dishes (if not prepared as specified above); and stuffed fish.
 - f) 82°C (180°F) or above for whole chicken and turkey.

Thawing:

- Potentially hazardous foods are to be thawed using one of the following methods:
 - either under refrigeration that maintains the food temperature at 4°C (40°F) or less;
 - completely submerged under running water at a temperature of 4°C (40°F) or less;
 - or as part of a cooking process.



Cooling:

- Cooked potentially hazardous food are to be cooled from 60°C (140°F) to 20°C (68°F) within 2 hours or less, and from 20°C (68°F) to 4°C (40°F) within 4 hours or less.

Reheating for hot holding:

- Potentially hazardous food that is reheated for hot holding is to be reheated rapidly to a temperature of at least 74°C (165°F) for 15 seconds and then held at or above 60°C (140°F).

B. FOOD AND UTENSIL STORAGE AND HANDLING

Dry storage:

- All food, equipment, utensils, and single service items are to be protected from contamination and stored at least 15cm (6 inches) off the ground or floor.

Cold storage:

- Mechanical refrigeration of adequate size for the storage of potentially hazardous foods is to be provided and is to be capable of maintaining the potentially hazardous foods at 4°C (40°F) or less.
- Frozen food should be maintained at -18°C (0°F) or less. Dry ice may be used to maintain foods in a frozen state (e.g., hard ice cream and novelties).
- An insulated, hard sided, container with sufficient ice or other means to maintain potentially hazardous foods at 4°C (40°F) or below may be permitted by the local health authority for the storage of small quantities of potentially hazardous foods.

Hot Holding:

- Where potentially hazardous foods are intended to be held hot, the hot holding equipment in sufficient number and capacity is to be provided to maintain the foods at 60°C (140°F) or higher.

Thermometers:

- Suitable thermometers to measure temperatures during food preparation and food storage are to be provided.

Food display:

- Food is to be protected from contamination by the use of sneeze guards, packaging or other barriers.



- Condiments are to be dispensed in pump-style dispensers, squeeze bottles, single service type packaging or other similar dispensers which prevent contamination of the food items by food handlers, patrons, insects, or other sources.

Food preparation:

- All cooking and serving areas are to be protected from contamination.
- Access to food preparation and service areas are to be restricted to food handlers only.
- Cooking equipment is to be situated such that the operation of that equipment does not harm patrons or the public.

Utensil storage:

- Food dispensing utensils are to be:
 - stored in the food with their handles above the top of the food and container;
 - on a clean portion of the food preparation table or cooking equipment; or
 - in a container of water. The water is to be changed at least every two hours.

Cross contamination:

- Food is to be protected from cross contamination by separating raw meat and fish from ready-to-eat foods during storage, preparation, holding, and display.
- Equipment and utensils (including knives, cutting boards, and food storage containers) are to be thoroughly cleaned and sanitized (refer to Section C below) after being used for raw animal foods and before being used for ready-to-eat food.

C. WAREWASHING/CLEANING/SANITIZING

Ware washing:

- Where on-site food preparation takes place, a minimum of a three-compartment sink is to be provided to wash/rinse/sanitize utensils and equipment in potable water. All equipment must be able to be fully submersed in the sanitizing sink using one of the following solutions:
 - a) immersion for at least two minutes in a warm 24°C – 44°C (75°F – 111°F) chlorine solution of not less than 100 parts per million (ppm) concentration;
 - b) immersion for at least two minutes in a warm 24°C – 44°C (75°F – 111°F) quaternary ammonium solution having a concentration of 200 ppm; or

Note: A centralized utensil washing area for use by multiple food vendors may be permitted by the local health authority.



Cleaning/Sanitizing Food Contact Surfaces:

- An approved sanitizer, as noted above, is to be provided for sanitizing food contact surfaces, equipment, and wiping cloths. The sanitizing solution is to be changed at least every two hours.
- Wiping cloths are to be used for no other purpose and are to be stored in a bucket containing an approved sanitizing solution.

Note: To make a 100 ppm chlorine solution, add 2 ml chlorine (bleach) to one litre of water (0.5 oz. per gallon of water). Follow manufacturer's instructions for other sanitizer concentrations.

D. PREMISES

Counters/shelves:

- All food contact surfaces are to be smooth, impervious to moisture, easily cleanable and durable.

Floors:

- Unless otherwise approved, ground covering surfaces should when practical be constructed of materials that protect food from contaminants, e.g. via dust, rain, birds, insects. Suitable surfaces include concrete, asphalt, non-absorbent matting and wood sheathing. The floor area is to be graded to drain away from the food service area.

Walls and ceilings:

- The temporary food facility should when practical be covered with a canopy or other type of overhead protection, unless the food items served/sold are commercially pre-packaged food items dispensed in their original containers.
- Walls and ceilings, if required, are to be constructed to protect against the elements, windblown dust and other sources that may contaminate food, and the food contact surfaces.

Lighting:

- Adequate lighting is to be provided. Food vendors are to ensure that any lighting used at the event is covered to protect the food from potential physical contamination in the case of breakage.



Garbage:

- An adequate number of covered refuse receptacles of sufficient size are to be provided for each temporary food facility site.
- Dumpsters are to be covered, rodent-proof, and non-absorbent.
- Grease is to be disposed of properly and is not to be discarded onto the ground surface.

E. WATER SUPPLY AND WASTEWATER DISPOSAL

Water:

- An adequate supply of potable water is to be available on site for cooking, drinking, cleaning and sanitizing equipment and hand washing.
- The water supply system materials and hoses distributing water must be approved for contact with potable water (i.e. meet National Sanitation Foundation Standard 61).
- The water supply is to be installed with appropriate backflow protection. Sanitary potable water storage tanks or bottled water may be allowed if approved by the local health authority.
- Ice is to be from an approved source.

Wastewater disposal:

- Wastewater is to be disposed in an approved wastewater disposal system. Wastewater is not to be drained onto the ground surface or into storm drains.

F. PERSONNEL

Hand washing:

- Hand wash facilities are to be located in all temporary food facilities where there is direct handling and/or preparation of food.
- Food vendors are to ensure that a minimum 20 litre container of potable water with a spigot, liquid soap and paper towels in dispensers, and receptacles to receive waste water/paper towels are provided for hand washing.
- Where potentially hazardous foods are being served/sold, the local authority may require an onsite prefabricated temporary hand wash station with hot and cold running water, liquid soap and paper towel and receptacles to receive waste water/ paper towel.



Health:

- Food handlers:
 - experiencing vomiting and/or diarrhea symptoms are to be excluded from food handling activities for at least 48 hours after the symptoms end; and
 - are not to have any infected wound or lesion that is open or draining on or about their hands, wrists or exposed portion of arms.

Habits:

- Food handlers are:
 - to wear clean outer garments, aprons, and effective hair restraints;
 - to refrain from smoking, eating, and drinking while preparing or serving food;
 - to wash their hands prior to entering the temporary food facility or food preparation and service areas, immediately before engaging in food preparation, after using the washroom, and as often as necessary to remove soil and contamination and to prevent cross contamination; and
 - not to contact exposed, ready-to-eat food with their bare hands and are to suitable utensils such as tongs, single-use gloves, single use wax paper or dispensing



Contact Information

Completed application forms can be faxed 3068826474 or emailed to Public.health@hrha.sk.ca

Registrations may also be mail/drop off in person to:

General Inquiries
Community Services
Ph: 882-2672 Ext 3. Option 3
Fax: 882-6474
Public.health@hrha.sk.ca

Jim Webster
Senior Public Health Inspector
Ph: 948-3323 ext. 2769
Fax: 948-2011
jim.webster@hrha.sk.ca

Kindersley Public Health Officer
John Prince
Ph: 463-1000 ext. 235
Fax: 463-4550
john.prince@hrha.sk.ca

Unity Public Health Officer
Shannon Cook
Ph: 228-2666 ext. 2989
Fax: 228-2292
shannon.cook@hrha.sk.ca

Rosetown Public Health Officer
Kevin Kapell
Ph: 882-2672 ext. 2288
Fax: 882-6474
kevin.kapell@hrha.sk.ca

Outlook Public Health Officer
Vanessa Amy
Ph: 867-8676 ext. 406
Fax: 867-2069
vanessa.amy@hrha.sk.ca