



Public Health
Environmental Health Services

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TEMPORARY FOOD FACILITY

EVENT ORGANIZER REQUIREMENTS

EVENT ORGANIZER TO COMPLETE THE FOLLOWING:

- Application for Temporary Event Health Permit (Sections A, B & E)
- List of Participants / Vendors (Section E of application)
- Site Map for a Temporary Food Facility (TFF) Event

EVENT ORGANIZER RESPONSIBILITIES

It is the responsibility of the Event Organizer to ensure that all TFF vendors at the event comply with food safety and sanitary requirements enforced by the Division of Environmental Health Services (DEHS).

Prior to Event

- When applying for a *Temporary Event Health Permit*, provide documentation from the city or county agency granting approval for the event.
- Provide the **List of Participants / Vendors (Section E)**. DEHS will review the List of Participants / Vendors, and advise the Event Organizer of any unapproved or unpermitted vendors. All TFF vendor applications and fees must be submitted at least 48 hours prior to event, including non-profit organizations, or a late fee will be assessed. If any changes are made to the List of Participants / Vendors, provide this Department with an updated list.
- It is the responsibility of the Event Organizer to ensure all food vendors have a current, valid, unsuspended and unrevoked TFF or Mobile Food Facility (MFF) Health Permit. Only vendors listed on the approved vendor list will be permitted to operate at the event. No refunds will be given to food vendor operators who fail to attend the event. All vendors shall have their health permit readily available at their booth throughout the event.
- Provide a potable water supply, an approved wastewater disposal site, trash disposal, electricity (if provided), and toilet facilities with handwashing stations within 200 feet of each TFF booth.

Day of Event

- No home preparation or storage of food is allowed except for registered and/or permitted Cottage Food Operations. All pre-packaged foods shall be properly packaged and labeled at an approved facility.
- All potentially hazardous foods shall be maintained at or below 45°F (41°F is required if the food is to be used for another day), or 135°F or above and discarded at the end of the day.
- All food preparation vendors are required to cook and prepare food/beverage inside a fully enclosed booth. Keep in mind that all cooking equipment, other than approved barbeques, must be kept inside the approved enclosed booth, unless specifically exempted by DEHS. Contact the local fire jurisdiction where the event is being held regarding applicable fire code requirements.
- Depending on the length of the event, a pressurized handwashing sink or simplified handwashing set-up (i.e. 5 gallon igloo-type) with warm water, pump style soap, paper towels, and a wastewater collection container are required inside all food/beverage preparation and sampling booths. Wastewater must be contained at all times.
- A 3-compartment warewashing sink is required for all food/beverage preparation booths. Overhead protection is required for all warewashing sinks. All shared 3-compartment warewashing sinks that are provided by the Event Organizer must be maintained clean. Also, the sinks must be refilled and sanitizer levels checked and adjusted throughout the event. All warewashing sinks must be supplied with a minimum of 25 gallons of pressurized warm water (minimum of 100°F), unless food preparation is limited (then 15 gallons is required). Wastewater must be contained at all times. A 3-compartment warewashing sink may be shared by no more than four (4) temporary food facilities (TFF vendors) that handle nonprepackaged food if the sink

is centrally located and is adjacent to the sharing facilities. Based on the number and types of utensils used, DEHS may allow up to eight (8) temporary food facilities (TFF vendors) to share a warewashing sink when easily accessible and located within 100 feet of each temporary food facility. (Please contact DEHS at 800-442-2283 to inquire about this option, if you would like to have up to 8 vendors sharing the 3-compartment warewashing sink.) A warewash sink in a permanent facility may be used if properly located. Each booth, which requires water for utensils and hand washing, shall provide a supply of at least 20 gallons of water per day. Warewash sinks must have approved overhead protection. Based on local environmental conditions, location, and similar factors, DEHS may, in lieu of a warewashing sink, allow a temporary food facility operating no more than four (4) hours per day at a single event to provide an adequate supply of utensils and spare utensils when they have been properly washed and sanitized at an approved food facility and are stored and kept free of becoming soiled or contaminated. Please contact DEHS at 800-442-2283 to inquire about this option. Note: Warewashing cannot occur at a private home or unpermitted facility.

Fees

Fees are subject to change. Please visit our website at ehs.sbcounty.gov and click on “Fee Schedule” to view current fees.

Food Safety Requirements

All food booths must comply with the *Temporary Food Facility Operating Requirements* set forth by DEHS. Food safety in San Bernardino County is everyone’s responsibility. The DEHS food inspection program, in partnership with the food industry, plays a major role in keeping food safe for consumers. Many people do not think about food safety until a food-related illness affects them or a family member. While the food supply in the United States is one of the safest in the world, the Centers for Disease Control and Prevention estimates that approximately 48 million people suffer from foodborne illness each year. Preventing foodborne illness and death remains a major public health challenge. To this end, DEHS Environmental Health Specialists inspect food establishments (including Temporary Food Facilities) to ensure safe food handling procedures are in place.

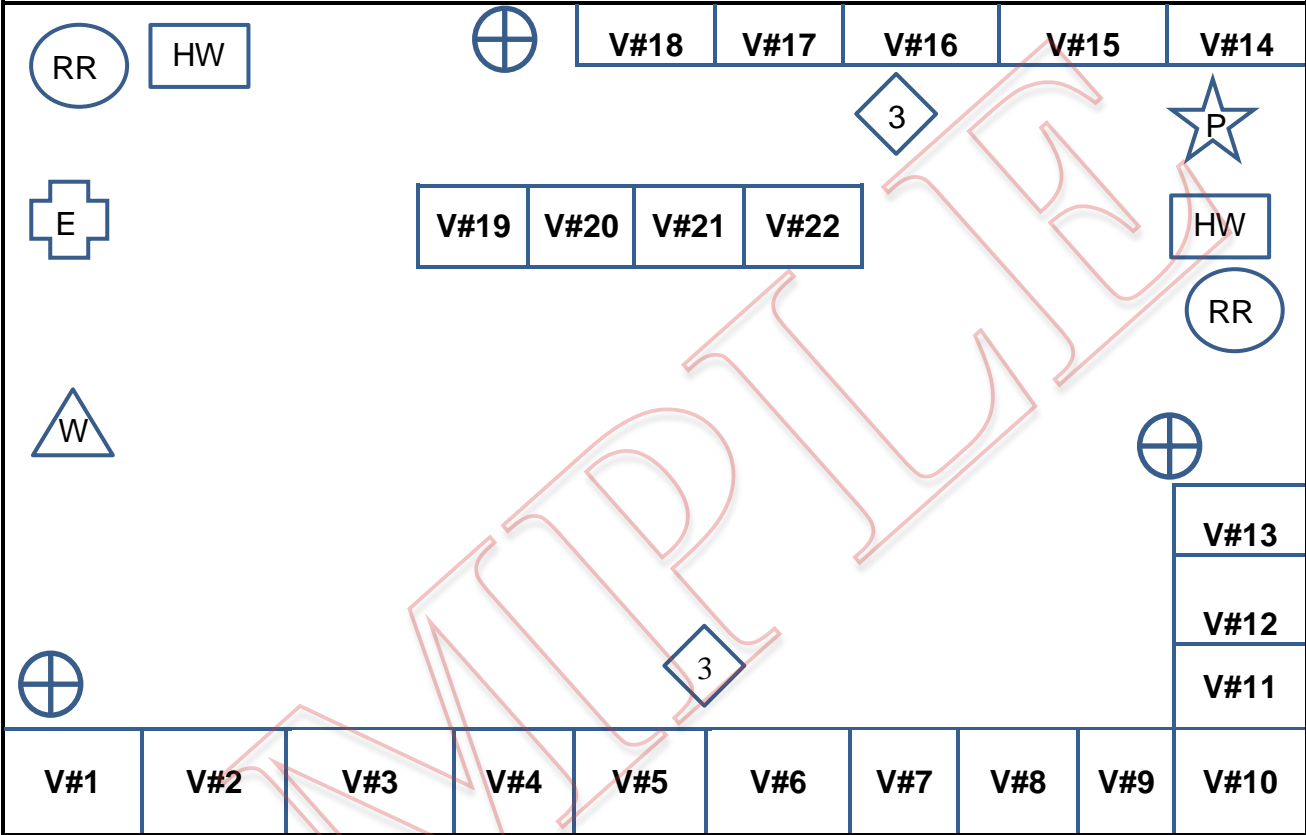
Temporary Food Facilities should be aware of that a foodborne illness outbreak can occur if they do not properly handle food. Infections like *Salmonella*, *E. coli*, *Listeria*, Norovirus and botulism, among others, can cause death or permanent injuries such as blindness, kidney failure, hearing impairment, paralysis, and permanent neurological damage. Each year in the United States, more than 128,000 people are hospitalized, and 3,000 die due to complications from a foodborne illness.









Factors contributing to foodborne illness include:

- Temperature abuse during storage or transport
- Improper cooking temperatures of food
- Lack of hygiene and sanitation by food handlers
- Cross-contamination between raw and ready-to-eat foods
- Foods from unsafe sources

Temporary Food Facility operators should follow the *Temporary Food Facility Operating Requirements* set forth by DEHS to help avoid a foodborne illness outbreak.

EXAMPLE SITE MAP FOR A TEMPORARY FOOD FACILITY EVENT SUBMITTED BY EVENT ORGANIZER



	=	Vendor # corresponds with <i>List of Participant/Vendor</i>	
	=	Restroom / Toilet Facilities	
	=	Hand washing station for the public restrooms	
	=	Three compartment sink provided by the Event Organizer	
	=	Waste Water Disposal Site	 = Potable Water Source
	=	Trash Receptacle	 = Electricity (if provided)