

Windsor Essex County Health Unit - Food Vendor Guide



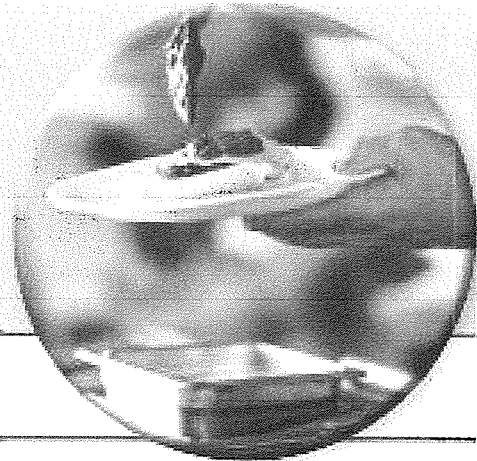
Requirements for FAIRS, FESTIVALS, AND SPECIAL EVENTS



1005 Ouellette Avenue
Windsor, ON N9A 4J8
519-258-2146 ext. 1450
fax: 519-258-8672
www.wechealthunit.org

Food Vendor Guide and Sponsoring Agency Event Organizer Guide

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Getting Started

The Windsor-Essex County Health Unit requires all food vendors to complete a Food Vendor Application form and submit it to the Health Unit 30 days prior to the event. If you are planning on attending more than one event, an application form is required for each event.

Applications can be found on the Health Unit website www.wehealthunit.org or by calling 519-258-2146 ext. 1450.

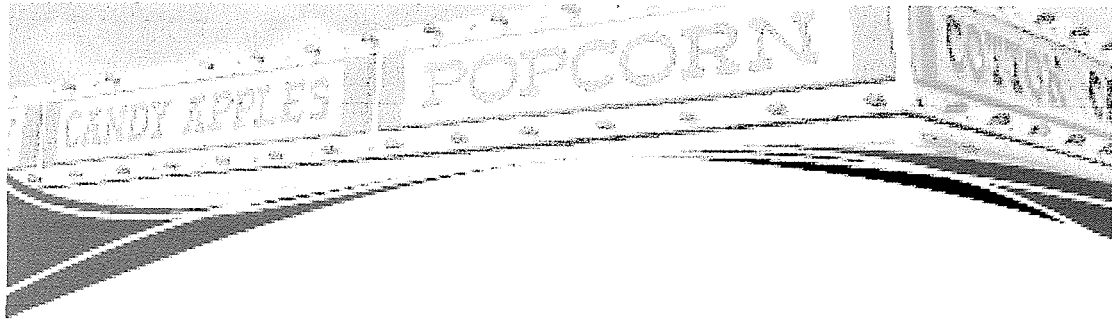
Events will be inspected by a Public Health Inspector to ensure that all food vendors are in compliance with the Ontario Food Premises Regulation 562.

Where there is an immediate risk to the public's health, you will be prohibited from operation until the health hazard has been eliminated.

References:

Ontario Health Protection and Promotion Act, R.S.O., c. H-7 (1990).

1 Ontario Health Protection and Promotion Act, R.S.O., c. H-7 Revised Regulation of Ontario, Regulation 562 (1990).



Food Vendor RESPONSIBILITIES

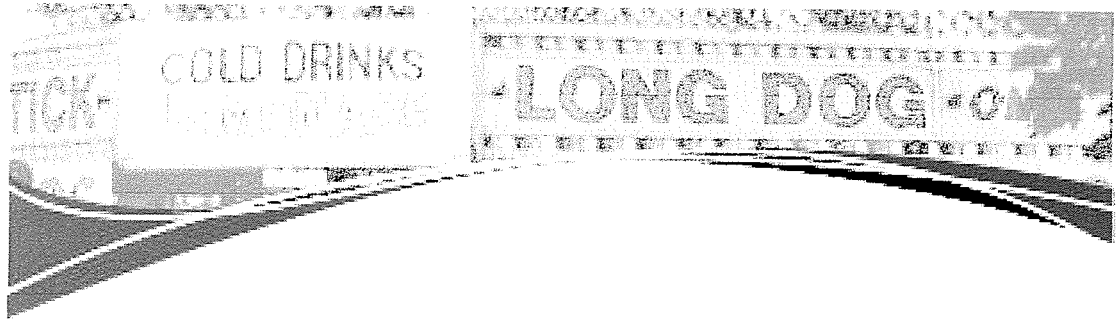
- Fill out and submit the application form 30 days prior to event.
- Educate yourself and staff on safe food handling practices.
- Provide foods that have only been prepared in an inspected facility.
- Verify that all equipment is working properly before preparing or bringing food to the booth.
- Be aware, food deemed unsafe will be discarded during inspection.
- Know the location of the dishwashing area and if not provided by event organizer, provide a means of dishwashing (at least two sinks designated for dishwashing will be required).

Follow the guidelines listed, in order to meet the requirements to operate. **Failure to meet the requirements may result in delay or inability to offer food for sale to the public.** If a health hazard is found to exist during the operation of a food booth, the Windsor-Essex County Health Unit may require the operation to close until the health hazard is corrected.

Food Vendor

REQUIREMENTS

- Food Booths must meet the specifications listed in the Food Vendors Set-Up Guide.
- Appropriate floor coverings are required (e.g., plywood). Do not use tarps or carpet. Raised flooring is strongly recommended.
- All hand wash stations must be supplied with hot and cold or tepid water and supplied with liquid soap in a dispenser and paper towels.
- Provide refrigeration that keeps hazardous foods at 4°C (40°F) or less.
- Ensure freezers are maintained at -18°C (0°F) or less.
- Provide a probe thermometer to verify cooking temperatures. Provide indicating thermometer to verify refrigeration temperatures.
- Provide a sanitizer in a labelled container, along with test strips to verify sanitizer concentration.
- Protect food from contamination (i.e. covers, lids, containers, plastic wrap, use utensils) and store food at least 15cm off the floor.
- Ensure that all hazardous foods are cooked to the proper cooking temperature and hot foods are kept at 60°C (140°F) or more.
- When transporting foods, ensure they're covered and keep hazardous foods at the following temperatures: 4°C (40°F) or lower; or 60°C (140°F) or higher.



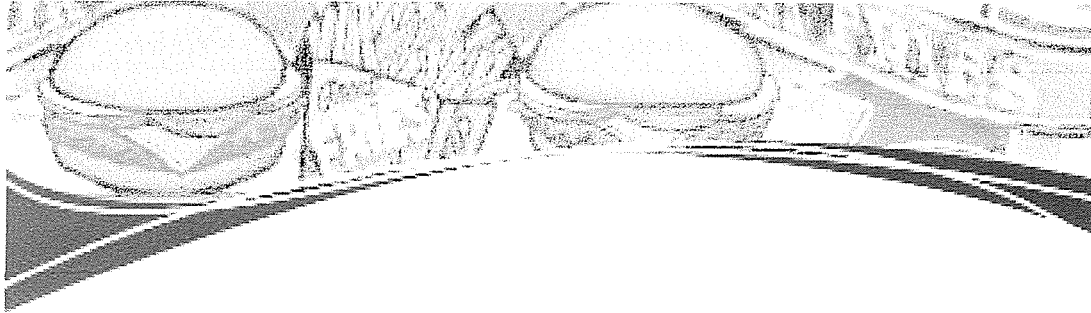
What are Potentially Hazardous foods?

The following is a list of foods that can support the growth of disease-causing micro-organisms:

- Meat, fish, poultry, and eggs.
- Dairy products.
- Rice.
- Moist foods with a pH above 4.5.
- Some raw vegetables and fruit.

Examples include: hamburgers, pogos, hot dogs, gyros, rice dishes, pizza, garlic in oil, hollandaise sauce, yogurt, and cream-filled pastries.

Ensure that all potentially hazardous foods are maintained at the required temperatures.



Did you forget anything?

- Hand wash station and supplies (i.e., paper towels, liquid soap in dispenser).
- Thermometers (probe and indicator).
- Dishwashing detergent and sanitizer.
- Dishwashing area with two designated sinks.
- Sanitizer test strips (test reagent).
- Extra utensils.
- Coolers are maintained at 4°C (40°F).
- Freezers are maintained at -18°C (0°F) or less.
- Garbage bags.
- Wiping cloths.
- Hairnets and clean outer garments.
- Waste water container.
- Platform or shelving to elevate food and other items off the ground (at least 15cm).
- Single service utensils.
- Covers or lids for food storage (i.e., sneeze guards, aluminum foil, plastic wrap).



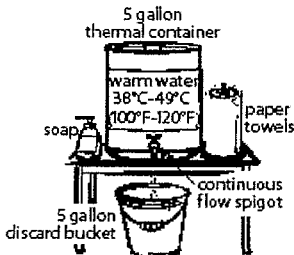
FOOD VENDORS SET UP GUIDE

Follow the guidelines listed below in order to meet the requirements to operate. **Failure to meet the requirements may result in delay or inability to offer food for sale to the public.** If any health hazard is found to exist during the operation of your food booth, the Windsor-Essex County Health Unit may require you to cease operation until the health hazard is corrected.

FOOD BOOTH CONSTRUCTION

1. Food preparation must be done in an enclosed area with a roof and at least two sides/walls. The front will be used for sale and service of food and the back will be used as an opening to the cooking area.
2. Floor must consist of a solid material such as plywood or cement and be maintained in a sanitary manner. Do NOT use tarps or carpet for flooring. Raised flooring such as pallets is strongly recommended when food booth is subject to ground contamination (i.e: grass, dirt, gravel or poorly drained areas).
3. Food preparation surfaces must be smooth, in good repair, non-absorbent and easily cleanable.
4. Food booths must be supplied with a potable water source. All water lines should be disinfected prior to use and meet the plumbing code.
5. Provide onsite or have access to a two compartment sink with hot and cold running water for utensil washing within event grounds.
6. Hand washing sinks are required to have:
 - i. Hot and cold running water or tepid water supply.
 - ii. Liquid soap in a dispenser.
 - iii. Paper towels.

****If a portable hand sink is not available, a temporary hand wash sink may be constructed following the diagram below:**


7. Garbage containers need to:
 - i. Be made of a durable material.
 - ii. Have lids.
 - iii. Be conveniently located.
 - iv. Be non absorbent.
 - v. Be emptied when needed.

FOOD PROTECTION

1. All food **MUST** be obtained from an approved source and prepared in an inspected food premise. Food that has been canned or prepared at home is **NOT** to be sold or served to the public.
2. Raw and ready-to-eat products must be fully separated and stored in tightly covered containers to prevent contamination. This includes during transportation. Use separate cutting boards when preparing raw meat and ready-to-eat foods such as produce.
3. Protect food from contamination with the use of sneeze guards, containers, lids, and covers.
4. Food must be stored at least 15cm (6 inches) off the floor in clean, durable containers and covered in a sanitary manner.
5. Food shall be handled with tongs, scoops, spoons, etc. to avoid contact with hands.
6. An adequate number of clean utensils must be available on site and stored in a sanitary manner.
7. Only single service utensils (i.e., plastic, paper, Styrofoam) are permitted for serving customers.
8. Single service packets of condiments are recommended.
9. Provide a sanitizer bucket or spray bottle to sanitize food contact surfaces with the following concentrations (chlorine – 200ppm, quaternary ammonium – 400ppm, iodine – 50ppm). Ensure all buckets or bottles are labelled.

TEMPERATURE CONTROL COOKING TEMPERATURES

- All hazardous foods **MUST** be cooked to the minimum cooking temperature for at least 15 seconds.
 - Fish...70°C (158°F)
 - Pork and ground meat, not including poultry...71°C (160°F)
 - Poultry including ground poultry 74°C (165°F)
 - Whole Poultry...82°C (180°F)

COLD HOLDING

- Hazardous foods **MUST** be stored at 4°C (40°F). Mechanical refrigeration is highly recommended.

THAWING

- Never thaw foods at room temperature. Thaw foods in a cooler at 4°C (40°F) or less, in an ice bath, or in a sink under cold running water.

HOT HOLDING

- Cooked foods that are intended to be served hot **MUST** be maintained at an internal temperature of 60°C (140°F) or higher.

REHEATING

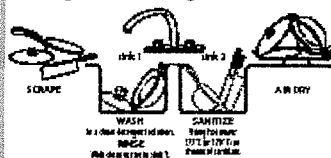
- Foods **MUST** reach a minimum of 74°C (165°F) within two hours.

PERSONAL HYGIENE

- Wear clean outer garments.
- Wear headgear that confines the hair.
- Do not smoke or eat while preparing foods.
- Wash hands thoroughly with soap and water:
 - Before preparing foods.
 - After using the toilet.
 - After sneezing, coughing.
 - After handling money.
 - After handling garbage.

DISHWASHING

- Equipment and utensils must be washed and sanitized in a two-compartment sink after each use, using the following method:



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