

# Temporary Food Service Guide



Virginia Beach Department of Public Health

Hours of Operation: Monday - Friday 8:15am - 5:00pm

**4452 Corporation Lane  
Virginia Beach, VA 23462**

## *Who needs a temporary Food Permit?*

Any operation that offers food to the public at a fixed location for no more than 14 consecutive days, such as a carnival, public exhibition, festival, celebration, fair, and a transitory gathering, needs to obtain a permit from the Virginia Beach Department of Public Health. The Health Code requires a permit for temporary events when food and beverages are offered to the public.

## *How to Obtain a Permit?*

- ☐ You must obtain a Temporary Food Service application from the Virginia Beach Department of Public Health. You can get it from our main office, our website, or we can mail or fax it to you.
- ☐ **Please return the application to the health department office where the event will be held at least 10 business days prior to the event.** A permit fee of \$40.00 may be required.
- ☐ The Virginia Beach Department of Public Health will review the application with the person in charge of food if necessary before approval of the application. Inspection times are to be set up with the Environmental Health Specialist at each local office. Operators should be set up prior to inspection. **Under the discretion of the Health Department, operators who are more than 30 minutes late for inspection may not receive a permit.**
- ☐ Permits are not transferable to another part or event, and are valid only for the period of time specified.
- ☐ Your heating and cooling equipment must be approved by the Health Department.
- ☐ All food and beverages (including ice) must come from an approved source, prepared on site or obtained from a permitted facility. This means food must be purchased or donated from an approved wholesale or retail store and prepared in a commercial establishment or in the food booth. **No donations from private individuals are allowed.** No foods may be kept overnight and offered for sale the next day.
- ☐ All food and food equipment must be kept underneath a fire retardant, non-combustible canopy, tent or other approved structure under overhead protection at all times. Felt roofing paper must be used as a groundcover and shall adequately cover the entire area under the tent.
- ☐ You must provide a list of all food items that you intend to serve at the food booth and only those food items on the application can be served unless changes are approved by the Health Department in advance.
- ☐ All personnel working at your food booth must read this guide and will be responsible for all items contained in this manual.

- Everyone in food prep area must wear hair/beard restraint, clean clothes and aprons. No jewelry is authorized to include watches minus a plain wedding band.
- No temporary restaurant shall open for business until a field inspection has been completed and a permit is issued.
- The permit shall be posted in public view.

The operator shall be advised that continuing or flagrant violations are grounds for suspension or revocation of the permit and immediate cessation of operations

## Some Facts about Foodborne Illnesses:

Foodborne illness is a serious problem in the United States. Microorganisms found in food can cause diarrhea, vomiting, nausea, fever and even death! According to the Centers for Disease Control and Prevention, an estimated 48,000,000 foodborne illnesses are diagnosed each year where approximately 3,000 result in death. The elderly, very young, and people who have compromised immune systems are at greater risk from foodborne illness.

Many foodborne outbreaks have been traced back to improperly handled food at temporary events!

There are many types of microorganisms that can cause foodborne illness. You cannot see, smell, or taste them. They are invisible to the naked eye. The following are examples of the most common organisms that cause food-borne illness:

- **Norovirus:** *leading cause of foodborne illnesses in the United States. Found in food handled by food workers prepared with bare hands and poor hand washing. Source if human feces.*
- **Campylobacter jejuni:** *commonly found in dairy and poultry products*
- **E. coli 0157:H7:** *commonly found in undercooked beef, water, and unpasteurized juices and ciders*
- **Salmonella:** *commonly found in poultry and raw eggs*
- **Shigella:** *commonly found in ready-to-eat foods handled by ill food workers*
- **Listeria:** *commonly found in raw meats, processed meats, deli meats seafood and dairy products*
- **Yersini enterocolitica:** *commonly found in undercooked pork, milk and water*
- **Vibrio parahaemolyticus:** *commonly found in seafood and shellfish*
- **Hepatitis A virus:** *commonly found in foods handled by ill food workers*
- **Bacillus cereus:** *commonly found in rice and potatoes*
- **Cyclospora:** *commonly found in imported fruit*

## **Foods become contaminated in at least 3 ways:**



1. Raw food is contaminated at the farm such as with raw beef and raw chicken.



2. Food service workers who don't wash their hands properly and don't wear gloves can easily spread microorganisms to food and drinks.



3. Cross-contamination by contaminated utensils, cutting surfaces, etc. which are then introduced into food products

## What can be done to prevent food and drink from being contaminated with microorganisms?

1. All foods should be purchased from an approved source.
2. Food service workers should practice good hygiene, including frequent hand washing and using gloves to handle ready to eat food.
3. Cook and reheat foods to proper temperatures.
4. Hold foods at proper temperatures.
5. Prevent cross-contamination of food and equipment.
6. Practice proper cleaning and sanitizing procedures.
7. Ill persons should never work in a food booth.

## How to Maintain Proper Temperatures

Foods must be kept "safe" while in transit from the retail store to the event. This means that food must be kept either cold at 41°F and below, or hot at 135°F and above at all times. Food must only be out at room temperature during absolutely necessary periods of preparation. You may not leave hazardous foods out for display at any time. You must transport foods and beverages cold in a cooler with adequate ice, or hot in a hot box to their destination.



You will need a probe thermometer to take temperatures of food and beverages, and alcohol swabs to sanitize the thermometer before placing it into food or beverages.

You must verify internal cooking temperatures of foods by placing a probe thermometer into the thickest part of the food product.



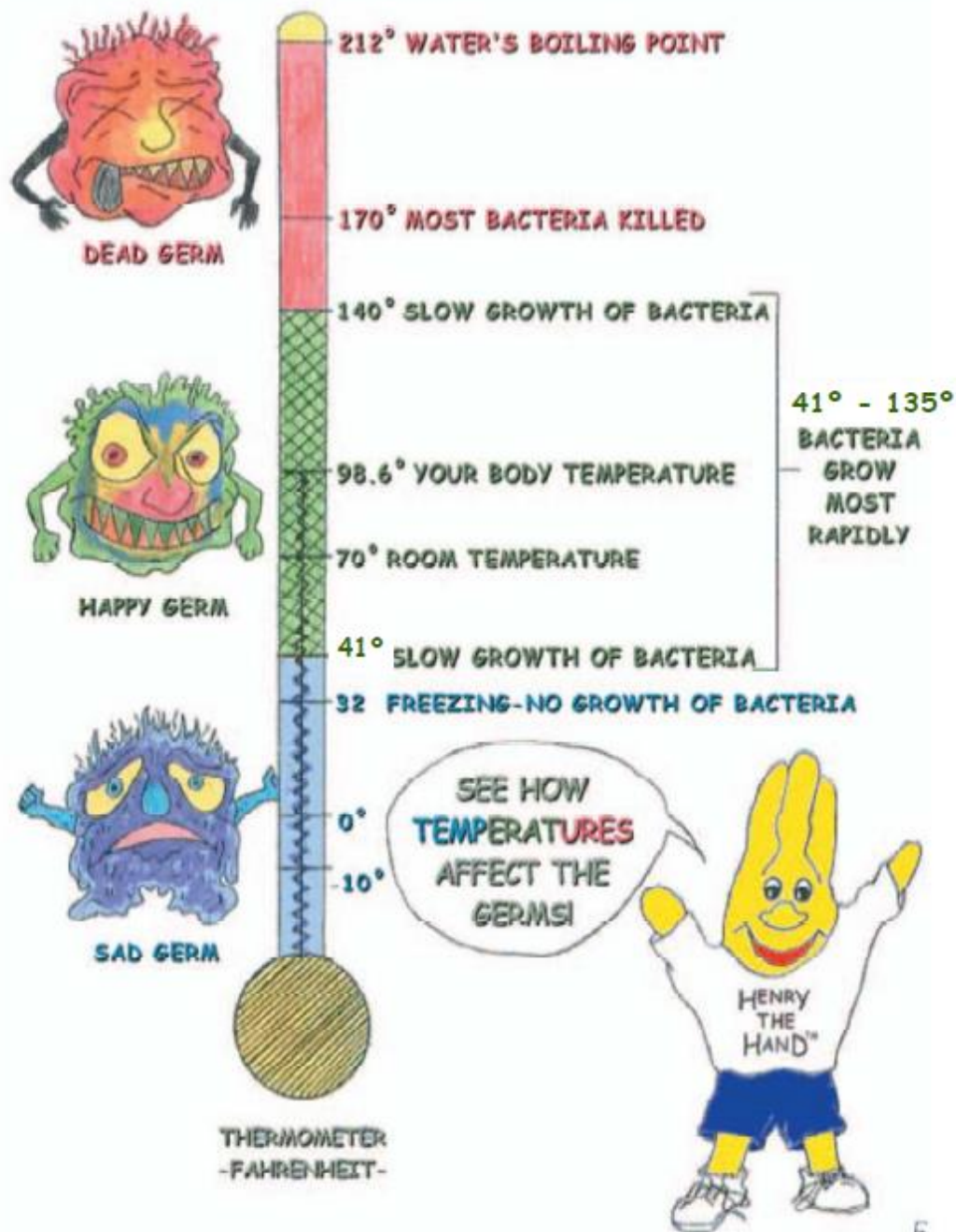
The following foods must reach these required internal temperatures and maintain that temperature for the prescribed amount of time to be considered safe to consume.

Food	Minimum Temperature	Minimum Holding Time at the Specified Temperature
<b>Raw Eggs</b> prepared for immediate service <b>Commercially Raised Game Animals and Exotic Species of Game Animals</b> <b>Fish, Pork, and Meat</b> Not Otherwise Specified in this Chart or in ¶ 3-401.11(B)	<b>63°C (145°F)</b>	<b>15 seconds</b>
<b>Raw Eggs</b> not prepared for immediate service <b>Comminuted Commercially Raised Game Animals and Exotic Species of Game Animals</b> <b>Comminuted Fish and Meats</b> <b>Injected Meats</b> <b>Mechanically Tenderized Meats</b>	70°C (158°F) <b>68°C (155°F)</b> 66°C (150°F) 63°C (145°F)	< 1 second <b>15 seconds</b> 1 minute 3 minutes
<b>Poultry</b> <b>Baluts</b> <b>Stuffed Fish; Stuffed Meat; Stuffed Pasta;</b> <b>Stuffed Poultry; Stuffed Ratites</b> <b>Stuffing Containing Fish, Meat, Poultry, or Ratites</b> <b>Wild Game Animals</b>	<b>74°C (165°F)</b>	<b>15 seconds</b>
<b>Food Cooked in A Microwave Oven</b>	<b>74°C (165°F)</b>	<b>and hold for 2 minutes after removing from microwave oven</b>

## REMEMBER AT YOUR BOOTH:

Hot foods must be kept at **135°F** and above using a heat source.

Cold foods must be kept at **41°F** and below by a cold source.



## Proper Hand Washing

Frequent hand washing is another extremely important method of preventing foodborne illness. Hands should be washed whenever they may have become contaminated. When handling food and beverages, hands must be washed in warm water with soap for at least 20 seconds and dried with a paper towel.

Hands should always be washed:

- before starting work
- after using the bathroom
- after coughing
- after sneezing
- after scratching any part of your body
- after smoking
- after eating
- after touching raw protein foods such as raw chicken, eggs, fish, meats, dairy products
- before putting on gloves
- whenever hands become contaminated
- when changing job functions such as collecting money and then making sandwiches .

In general, you can never wash your hands enough when handling food and beverages!

***Do not touch ready-to-eat foods with bare hands; use gloves, tongs, deli tissue, or other clean and sanitized utensils.***





● Use SOAP and WARM WATER

● SCRUB your hands VERY WELL



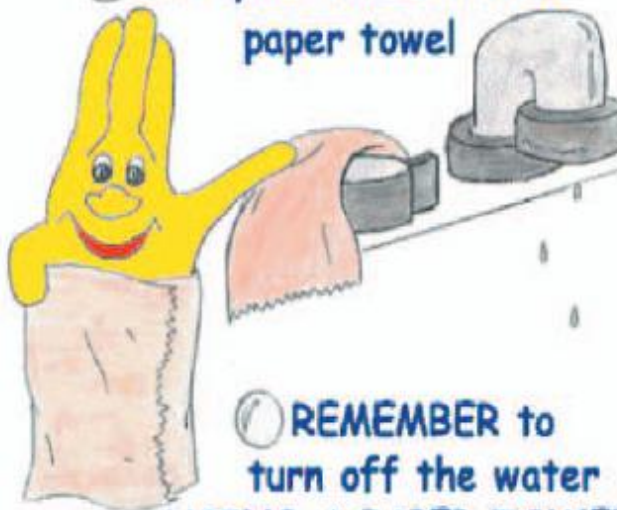
● WASH

- Between Fingers
- Wrists
- Under Fingernails
- Backs of Hands

● RINSE WELL



● DRY your hands with a paper towel



● REMEMBER to turn off the water USING A PAPER TOWEL INSTEAD OF YOUR HANDS

## Temporary Hand Wash Station

- All food workers must wash hands with soap.
- Hand sanitizers can be used in addition to soap, but not instead of soap.

Set up your Hand Wash Station like the one below.



## How to set up a temporary hand wash station.

The following items are required:



An enclosed container with a free-running spigot.



Pump Soap



Paper Towels



Water Discard Bucket



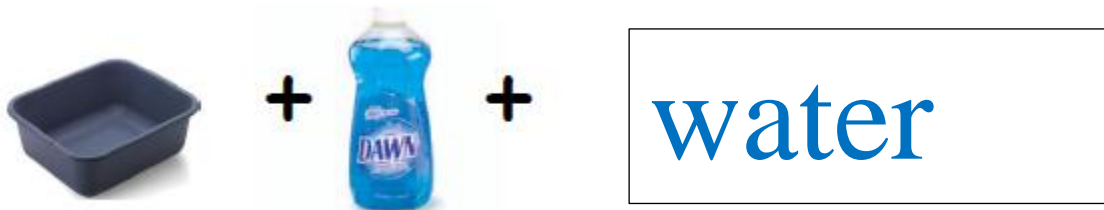
Trash Can to discard used paper towels

## How to set-up a Cleaning and Sanitizing Station

If you are serving hazardous foods such as dairy products, eggs, poultry, seafood, beef, pork, rice, pasta, potatoes, cooked vegetables, cut melon, sprouts, gravies, sauces, and stuffing's, you are required to clean and sanitize utensils, equipment, and all work stations using the three-step process listed below.



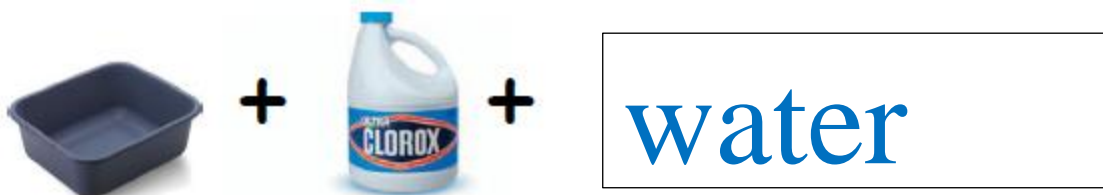
1st Basin: wash all dishes and utensils in soapy water



2nd Basin: Rinse dishes and utensils in clean water



3rd Basin: Sanitize dishes and utensils in water and chlorine at 50-200ppm.



(Approximately 1/2 teaspoon of bleach per gallon of water)

# Sanitizer Test strips

Test the 3<sup>rd</sup> basin with chlorine test strips. The test strip should read from 50-200ppm. If the test strips read below 50ppm, the sanitizer is too low and is not effective. If the test strip reads above 200ppm, the sanitizer is too high and is considered toxic. The test strips can be purchased from a restaurant supplier.



Remember to change your sanitizer every 2 hours or sooner if water becomes dirty.

# Wiping Cloths

If clothes are used for wiping counters and cutting boards the cloths must be placed in sanitizing solution of 50-200ppm when not in use to prevent the growth of pathogens. Do not use sponges as they hold bacteria.

## Ground Storage

Food, beverages, or related items such as napkins, cups and ice, cannot be stored on the ground because of possible insect or other contamination. You must provide tables, shelves or crates that will elevate these items at least 6 inches off the ground. Ice chests may be stored on the ground if they have a tight-fitting lid.





## Home Cooking

Home cooked foods are not allowed at temporary events.

All foods and drinks offered to the public must be prepared in a licensed, commercial kitchen or at the food booth on the day of the event.



Under no circumstances can food be prepared in a private residence and then offered to the public.

The public assumes that the food they purchase at special events is safe to eat. The Health Department does not inspect private home kitchens and cannot certify that proper food handling procedures were followed or conditions were sanitary.

Many delicious ethnic dishes are often featured at public events to proudly celebrate ethnic heritage. Some dishes are made from secret recipes only Grandma knows or have been passed down through families for generations. The Health Department still must ensure that all foods are safe for consumption by requiring all food preparation to be done in a licensed, certified, commercial kitchen, or at the food booth the day of the event where the Health Department will inspect the sanitary conditions and food handling procedures.

Preventing food-borne illness at your event is both yours and the Health Department's responsibility. You can help to ensure a healthy, safe and successful event for all to enjoy by following the guidelines in this booklet

## Ill Food Service Workers

Ill food service workers should never be allowed to work in a food booth. These workers can easily transmit disease-causing organisms to food, drink and items such as utensils that patrons use. Ill food workers are a significant cause of food-borne illness. Any person recently having diarrhea, vomiting, nausea, fever with sore throat, jaundice, cuts or burns on hands should not be allowed to work in a food booth.



**No leftovers! All cooked foods not served, must be discarded at the end of the day.**

***Remember!*** When finished, completely clean up space. Remove all trash, debris and grease stains. Water may not drain onto the ground. Place a container under the spout to catch water. This also applies to water from hand washing.

Properly dispose of wastewater, grease and other waste. Never dispose of waste in a storm drain or directly on the ground.

***Please remember to recycle.***

## ***Questions?***

Please feel free to contact Virginia Beach Department of Public Health at (757) 518-2646