



Rockingham County Department of Health and Human Services

Environmental Health Section
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MEMORANDUM

TO: All Temporary Food Vendors

FROM: Meg McGuire, REHS
Environmental Health Programs Coordinator

SUBJECT: Temporary Food Establishment Permits

Beginning September 1, 2012 all Temporary Food Vendors are required **to apply a minimum of 15 calendar days in advance of an event and pay a State Mandated permit fee of \$75.** Temporary Food Establishment permits are issued for each festival or event and expire at the end of the festival or event. Vendors are required to apply and pay the permit fee for each event they wish to participate in.

All temporary food establishments must be permitted by the Rockingham County Department of Health and Human Services **prior to preparing or selling food/drink** for pay. A temporary food establishment is a food or drink establishment which operates for a period of 21 days or less, in connection with a fair, carnival, circus, public exhibition, or other similar gathering. Permits to operate can only be issued after the temporary establishment meets the requirements established by the North Carolina Commission for Health Services.

Representatives from this office will inspect and permit all vendors that meet the requirements before the start of the festival. Church groups and nonprofit organizations may be exempt from obtaining a permit provided that they are exempt from federal income tax under the Internal Revenue Code, as defined in **G.S. 163-278.6(14)** or if they are incorporated as nonprofit corporations in accordance with **Chapter 55A** of the General Statutes. If exempt, they may prepare or serve food or drink no more than once per month for a period not to exceed two (2) consecutive days.

Listed below is a brief description of the requirements in order to qualify for a permit:

1. All food vendors must be tied to (endorsed by) the event organizer.
2. Domestic yard sales and businesses such as auctions, flea markets and farmer's markets are not eligible for a temporary food establishment permit.
3. All meat must be purchased in ready-to-cook portions, except that cutting and skewering may be allowed **if** approved by the Health Department.
4. Salads that contain ingredients that have been cooked and cooled such as potato salad and macaroni salad cannot be prepared at a TFE but may be served if purchased from an approved source.
5. Vendors cannot handle Ready-to-Eat Foods with their bare hands. Examples of Ready-to-Eat Foods include items such as bread, lettuce, tomatoes or any other food that will not undergo cooking before serving to customers.
6. All foods must be secured to prevent tampering and contamination.
7. Drainage ports are required on all coolers used to store refrigerated foods.

8. Cannot serve leftover food on subsequent days or from another event.
9. Employees must practice good hygienic practices such as proper hand washing, exclusion/restriction of sick employees, wearing hair restraints and clean outer clothing and not using tobacco or eating in areas where food is being stored, prepared, served or where utensils are being washed or stored. Employees may have beverages if stored in containers with lids and straws and stored away or below food preparation areas, food, utensil storage areas and utensil washing areas.
10. When multi-use utensils are used other than eating and drinking utensils, must provide 3 basins of sufficient size to submerge, wash, rinse and sanitize utensils and provide at least one drain board, table or countertop space for air-drying.
11. Must provide a preparation sink if washing produce.
12. Must provide overhead protection for outdoor cooking.
13. Must provide fans, screens, walls or a combination of the three to protect from dust, insects, rodents, animals and other sources of contamination.
14. Must provide ground covering in absence of asphalt, concrete, grass or other surface to control dust and mud.
15. Hand washing facilities must consist of at least a 2 gallon container with an unassisted free flowing faucet and warm water with soap, paper towels and a wastewater receptacle.
16. Employees must have access to toilet facilities.
17. Lighting is required for nighttime operations and must be shielded or shatter proof.
18. Utility provisions must be provided at all times when food is prepared, served or stored at the TFE.
19. Toxic materials must be labeled and handled to prevent contamination of food, equipment, utensils, linens and single-service.
20. Where food or griddles are exposed to the public, dust or insects, they shall be protected by glass, or otherwise, on the front, top, and ends, and exposed only as much as may be necessary to permit handling and serving of the food.
21. All griddles, warmers, spatulas, refrigerators, and other utensils and equipment shall be cleaned routinely and maintained in a sanitary manner.
22. Running water under pressure shall be provided. The water supply shall be from an approved source and of a safe, sanitary quality. (If water hoses are used, they should be FDA approved for water use.) Provisions shall be made for heating water for the washing of utensils and equipment. Must provide three basins of sufficient size to submerge, wash, rinse and sanitize utensils and provide at least one drain board table or counter space for air drying utensils.
23. Sewage shall be disposed of in an approved manner.
24. Adequate provision shall be made for the refrigeration of potentially hazardous foods. All PHF shall be held $\geq 135^{\circ}\text{F}$ or $\leq 45^{\circ}\text{F}$ at all times.
25. Vendors must provide a metal stem type thermometer to check food temperatures during the event.
26. Garbage and refuse shall be collected and stored in standard water-tight garbage cans provided with tight fitting lids or other approved containers or methods. Garbage and refuse shall be removed at least daily and disposed of in a sanitary manner. Waste water shall be so disposed of as not to create a nuisance. Each operator shall keep his immediate premises clean.
27. All food served shall be clean, wholesome, and free from adulteration. Potentially hazardous foods such as cream-filled pastries and pies, and salads such as potato, chicken, ham, crab, etc., shall not be served in a temporary food establishment. Hamburgers shall be obtained from an approved market or plant in patties separated by clean paper, or other wrapping material, and ready to cook. Wrapped sandwiches shall be obtained from an approved source. Poultry shall be prepared for cooking in an approved market or plant. Drinks served shall be limited to packaged, canned, or bottled drinks, packaged milk, coffee, or carbonated beverages from approved dispensing devices.

28. Ice must be obtained from approved sources. It must be properly stored, handled, and dispensed.
29. Food prepared by local groups shall be prepared in an approved kitchen, and such groups shall maintain a record of the type and origin of such foods. These foods shall be prepared, transported, and stored in a sanitary manner protected from contamination and spoilage.
30. No person who has a communicable or infectious disease that can be transmitted by food, or who is a carrier of organisms that cause such a disease, or who has a boil, infected wound, or an acute respiratory infection with cough and nasal discharge, shall work in a temporary food establishment in any capacity in which there is a likelihood of such person contaminating food or food-contact surfaces, with disease-causing organisms or transmitting the illness to other persons.

Please feel free to contact me at (336)342-8271 or mmcguire@co.rockingham.nc.us if you have any questions or concerns regarding this memorandum.

CC: Angel Wyatt, Rockingham County Environmental Health Director