

PRE-EVENT SELF INSPECTION LIST For Temporary Food Establishments

Prior to your event, take a moment to go through this checklist. Make corrections/changes to your set-up/operation as needed. The checklist should be done for each temporary food booth, and each time you operate. Copy as necessary.

Personnel:

- An informed Person-in-Charge is present during all times of operation (PIC has received and read the Temp. Food Operations checklist)**
- Workers wash hands upon entering booth**
- Workers have hair restraints/hats, clean clothes, short clean nails**
- Workers do not touch Ready-to-Eat food with bare hands**

Food: Keep Your Menu Simple. Keep foods covered.

- NO home-prepared foods can be used/sold from a licensed booth**
- All meats/poultry/fish/prepared foods must come from an approved source
- All preparation must be done on site or at a licensed kitchen
- Check temperatures of cold foods when they arrive; must be at 41° F. or below.
- Ice from an approved source and protected from contamination/hand contact

Equipment and Supplies: Utensils are clean and disposables used once.

- Food thermometer range of 0°- 220°F. (check cold/hot storage, cooking temps)**
- Extra utensils including tongs, spatulas, spoons; if no dishwashing on site
- Bleach sanitizing solution and test strips to test concentration (50-100 ppm) or
- Chemical sanitizing spray, moist towelettes, and disposable paper towels
- Plastic/vinyl disposable gloves
- Garbage containers with plastic liners (minimum: 1 in booth and 1 outside booth)

Facility: Booth has overhead protection and acceptable floor.

- Off ground/floor storage of food/utensils/dishes/paper products
- Cold storage at 41°F.** or below
- Handwashing station:** a dispensing container of hot water, hand soap, disposable paper towels
- Safe water supply from a regulated source**
- Food preparation area adequate to safely prepare food
- Shielded lighting, if applicable
- Dishwashing facilities: on site or in a licensed kitchen as required
- Clean and safe ice storage
- Adequate enclosure and floor to protect from insects, birds, mud, blowing dust/dirt, weather
- Proper wastewater disposal (not on ground surface)
- Toilet facilities conveniently located (within 500 feet from booth)