

PLANNING A SAFE TEMPORARY FOOD SERVICE EVENT

When your church or organization plans an event that involves the preparation and service of food to the public, use the following guidelines to help prevent a food related illness:

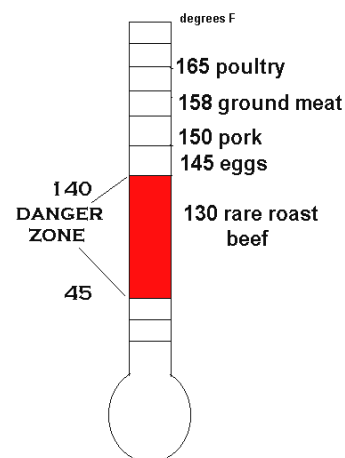
- 1) Food must be prepared in a health department approved kitchen or at the event.
- 2) Prohibit ill food workers from working with food.
- 3) Use food grade gloves, utensils, deli wrap etc. to eliminate bare hand contact with foods. Change gloves when changing tasks. **Wash hands often and for 20 seconds.**
- 4) Plan meals so that all foods are kept **at or below 45°F** or **at or above 140°F** throughout service of the meal.



Range 0 °F to 220 °F

- 5) **Use a bi-metal probe thermometer** to measure food temperatures. ***Don't Guess.***

- 6) At the event, cook meats, poultry, dressings, gravies, eggs and casseroles to a safe internal temperature. (See diagram at right)



- 7) Coolers and ice storage must keep foods at a minimum temperature of **45°F**. Cold storage units should contain accurate thermometers.
- 8) Do not mix quantities of eggs for French-toast, scrambled eggs, etc. Mix and cook these items to individual order.
- 9) Water used to prepare food must be from an approved, safe source, such as municipal water. Call the Health Department for information if using private water source.
- 10) Wipe surfaces (cutting boards, counters, preparation areas etc.) that have been in contact with food. Use a bleach solution **before** placing any other food on the surface.
- 11) Treat ice as food. Use proper food scoops with handles or use gloved hands. Store ice in a self-draining, clean, and sanitized container.
- 12) Use sterno **indoors only**. Be sure to have adequate number of sternos under all food holding containers. Check food temperatures often.
- 13) Store foods to protect them from contamination.
- 14) Provide hand-washing station with soap and single use towels.

For further information or guidance in the preparation and service of food, contact the Tompkins County Health Department at (607) 274-6688, Monday through Friday, 8:30 a.m. to 4:30 p.m.

TEMPORARY FOOD SERVICE CHECKLIST

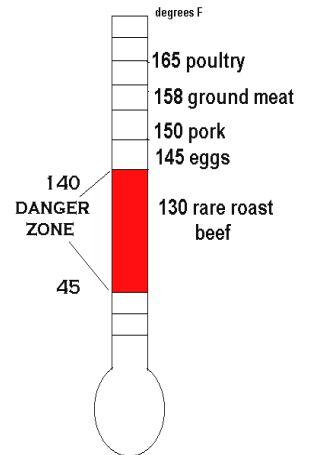
The checklist below is as a guide to use during your event to help prevent a food related illness. Be prepared for questions by the inspector during your event. Have a responsible and knowledgeable person in food safety present.

All foods must be prepared on site at the event or in a permitted kitchen.
No home-prepared food is allowed

Critical Items:

KEEP ALL FOODS AT OR BELOW 45°F OR AT OR ABOVE 140°F

- 1) ___ Cook poultry to 165°F, pork to 150°F, ground beef to 158°F, rare steak or roast beef to 130°F, and eggs to 145°F. Cook all other foods to a least 140°F
- 2) ___ Hold all hot foods at 140°F or above and hold all cold foods at 45°F or below
- 3) ___ Discard foods out of temperature
- 4) ___ Use accurate bi-metal probe thermometer (range from 0 - 220°F) to check all cold holding, cooking, and hot holding temperatures
- 5) ___ Prohibit ill food workers from working with food
- 6) ___ Use gloves or utensils to eliminate bare hand contact with all foods
- 7) ___ Wash hands often and for **20 seconds** (after smoking, touching face or hair, touching dirty aprons, touching uncooked foods, after taking away trash/garbage, after eating and after using bathroom, and before putting on gloves)



Sanitation and Maintenance:

- 8) ___ Provide ice scoop with handle to serve ice in drinks
- 9) ___ Use refrigerator or drained coolers with ice for cold storage at event. Ice used for cold storage should not be used in drinks.
- 10) ___ Properly use Sterno or chafing dishes when hot holding food. Sterno may not properly hot hold food and even the slightest breeze can extinguish the flame. Call for more information.
- 11) ___ Hand washing facilities on site (hot water, soap, disposable paper towels) (See diagram at right)
- 12) ___ Dishwashing facilities on site – wash, rinse, sanitize, air dry
- 13) ___ All foods stored 6 inches off floor or ground
- 14) ___ Solution of bleach and water on site to sanitize food contact surfaces

Suggested hand washing /dish washing set up.

