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Serving Douglas & Pope Counties
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Special Event Food Stand Standards/Requirements

A special event food stand is a food and beverage establishment which is used in conjunction with celebrations and special events, and which operates for no more than ten total days per calendar year.

Special event food stands operate under higher risk conditions than permanent food service facilities. These standards/requirements are meant to help food stand operators serve food safely to the public. To minimize the risk of illness and injury, Horizon Environmental Health may set limits on the types of food that can be served or how they can be served.

General

Special event food stands must comply with all provisions of Minnesota Rules 4626.1855 which are applicable to their operation. If necessary to protect the public health, Horizon Environmental Health shall impose additional requirements to protect against health hazards related to the conduct of the food stand's operation and may prohibit the sale or giveaway of some or all potentially hazardous foods.

License

License applications and fees must be submitted to Horizon Environmental Health at least 14 days prior to the event date or a late fee will be charged.

One organization/person can apply for a license that can include multiple days/events but does not exceed 10 total days once per calendar year.

License must be displayed prominently for the public.

Food Source

All food and ice supplies must come from an approved commercial source.

Food, ice, or supplies may not be stored or prepared at home. Food preparation activities must take place in an approved and licensed kitchen or on-site.

Ice must be obtained only in chipped, crushed, or cubed form and in single use safe plastic or wet-strength paper bags filled and sealed at the point of manufacture.

Location and Construction

Special event food stands must be located in an area where the food stand is not subject to flooding; the food stand must be protected from dust and windblown particulates by location, treatment of ground surfaces, or by having the food stand enclosed.

Food stands must be located away from possible contamination sources such as toilets, garbage containers/collection areas, and animal pens.

Food stands must provide protection during adverse weather by construction or location. Food activities must cease in adverse weather if the interior of the food stand is not adequately protected from the weather, windblown dust, and debris.

A canopy or other form of overhead protection must be provided.

The floor, wall, and ceiling surfaces must be smooth, durable and easily cleanable. Acceptable floor surfaces include vinyl, sealed wood, machine-laid asphalt, and dirt or gravel if covered by suitable materials that control dust and mud. Sturdy flooring or mats are suggested for high traffic areas over grass surfaces. In the event of rain, provisions must be taken to protect equipment, stored food, and supplies from mud and standing water.

Interior lights must be shielded or coated (shatter resistant).

Food preparation and cooking areas must be protected by an impervious shield or by a separation distance to ensure customer safety and prevent food contamination by customers.

A fire extinguisher with a minimum 2A 10 B C rating must be present in the food stand if required by the fire marshal. If deep fat fryers are being used an A 40 B:C rated dry chemical fire extinguisher is recommended.

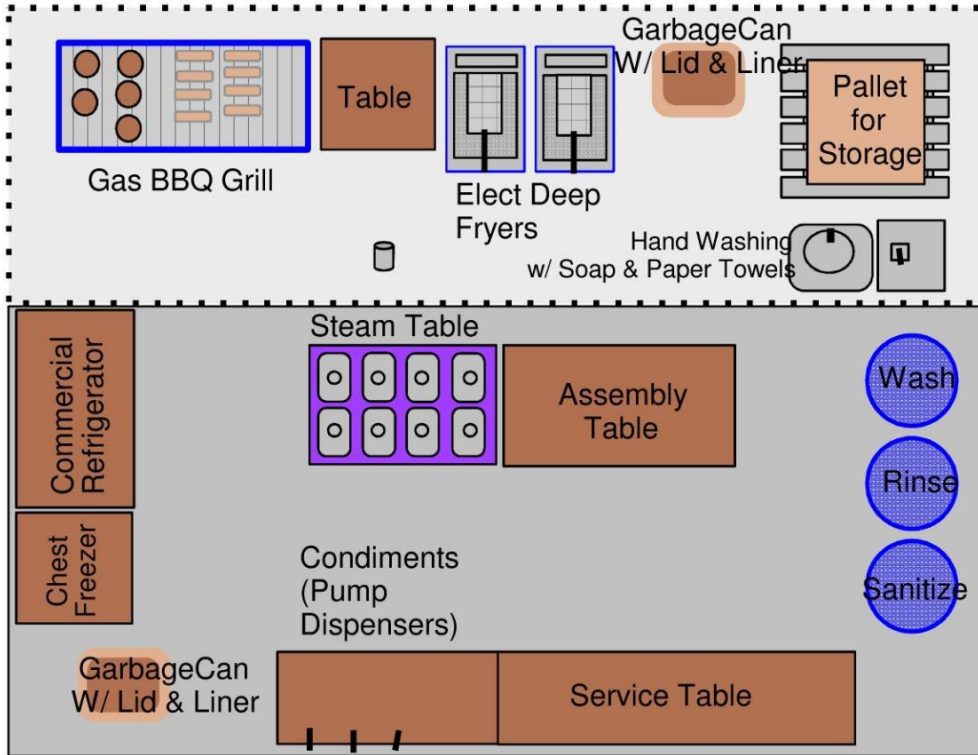
When inside a tent, canopy, or temporary membrane structure, cooking and heating equipment shall be vented to the outside. Where vents or flues are used, all portions of the temporary membrane structure, tent, or canopy shall be no less than 12 inches from the flue of the vent. Solid-fuel burning equipment shall be equipped with spark arrestors. Cooking and heating shall not be located within 10 feet of exits or combustible materials. Tents where cooking is performed shall be separated from other temporary membrane structures, tents, and canopies by a minimum of 20 feet. Outdoor cooking that produces sparks or grease-laden vapors shall not be performed within 20 feet from a temporary membrane structure, tent, or canopy. LP gas containers must be located outside of tents. Flammable liquid fueled equipment is not permitted in temporary membrane structures.

Carbon dioxide and bottled gas cylinders must be secured with chains or straps.

Electrical service must comply with Minnesota Electric Code, Chapter 1315. Locate electrical lines away from water.

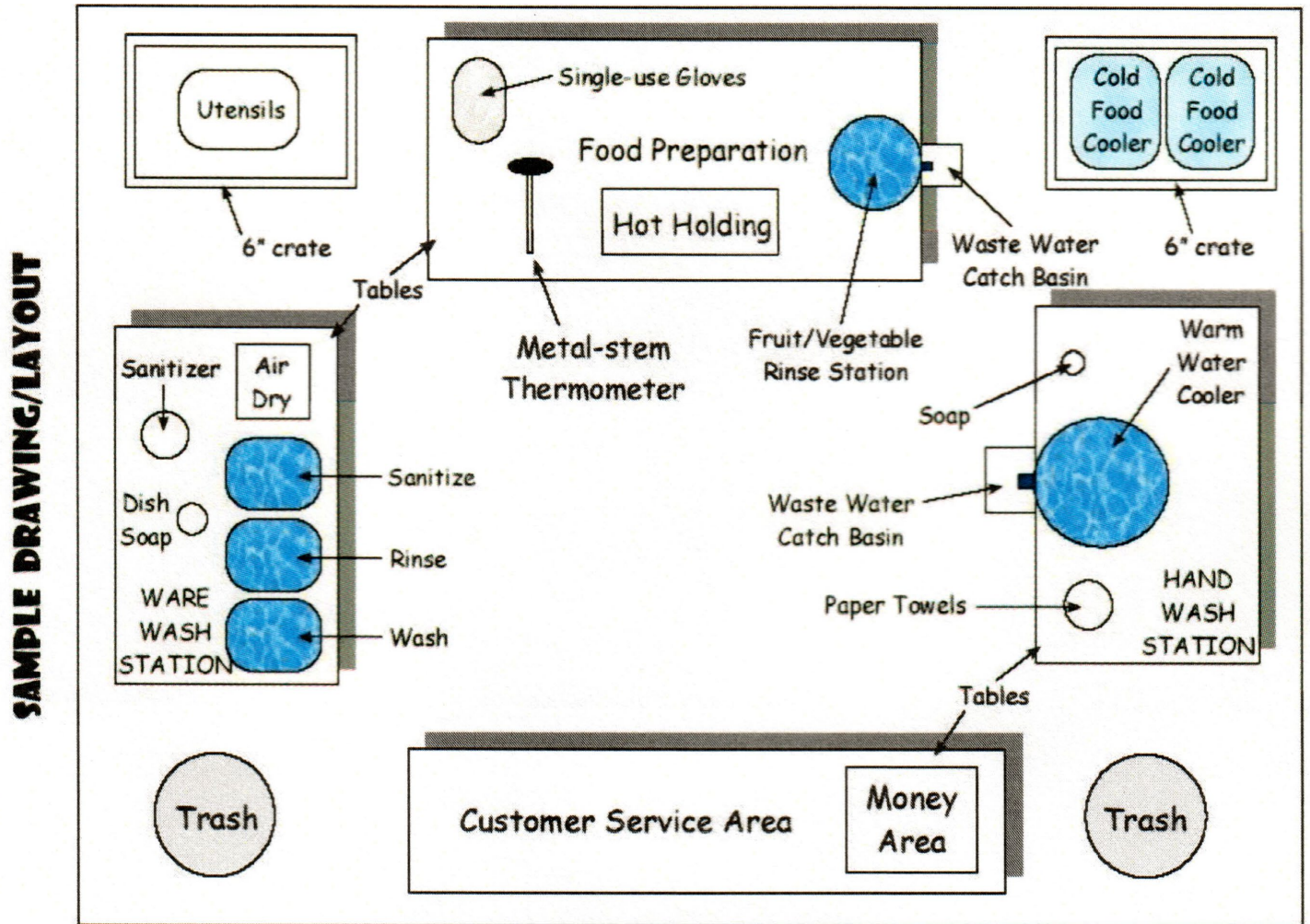
Gas hook-up and service must comply with Minnesota Rules, Chapter 1346.

Example 1: Stand setup where cooking and food prep take place onsite:



Front of Booth
EXAMPLE BOOTH LAYOUT

Example 2: Stand setup where no cooking and limited food service take place onsite:



SAMPLE DRAWING/LAYOUT

Tent/building covering entire area

Storage

Store all food, beverages, single service items (utensils, napkins, etc.) at least six (6) inches off the floor in a clean, dry, protected area.

Storage of packaged food in contact with water or undrained ice is prohibited. Wrapped sandwiches must not be stored in direct contact with ice. Canned, bottled, or other containerized non-potentially hazardous beverages may be chilled in drained ice; store with the drinking side up and ensure the container (i.e., cooler) has a mechanism to allow continuous drainage of ice. Potentially hazardous beverages such as milk may not be chilled in drained ice.

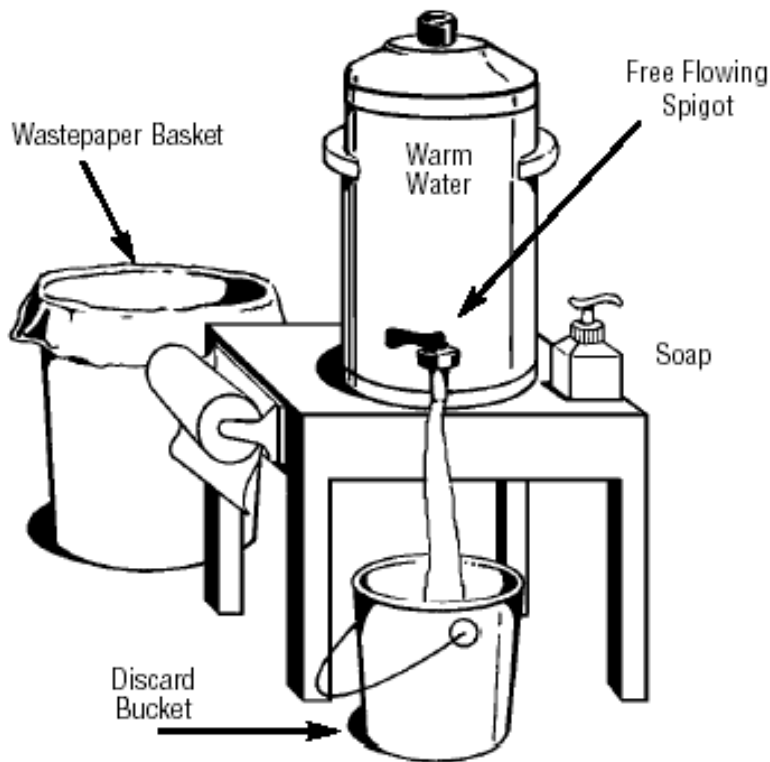
Handwashing Facilities

Handwashing facilities must be provided within the stand and consist of either a fully plumbed sink, temporary handwashing station, or rented handwashing station supplied with potable water.

Handwashing facilities must be supplied with liquid soap, paper towels, fingernail brush, and a continuous flow water faucet or spigot that discharges into a waste line or holding container. Water can be supplied under pressure or by gravity.

Hand sanitizer is not an acceptable substitute for thorough hand washing!!

Example of a temporary handwashing station:



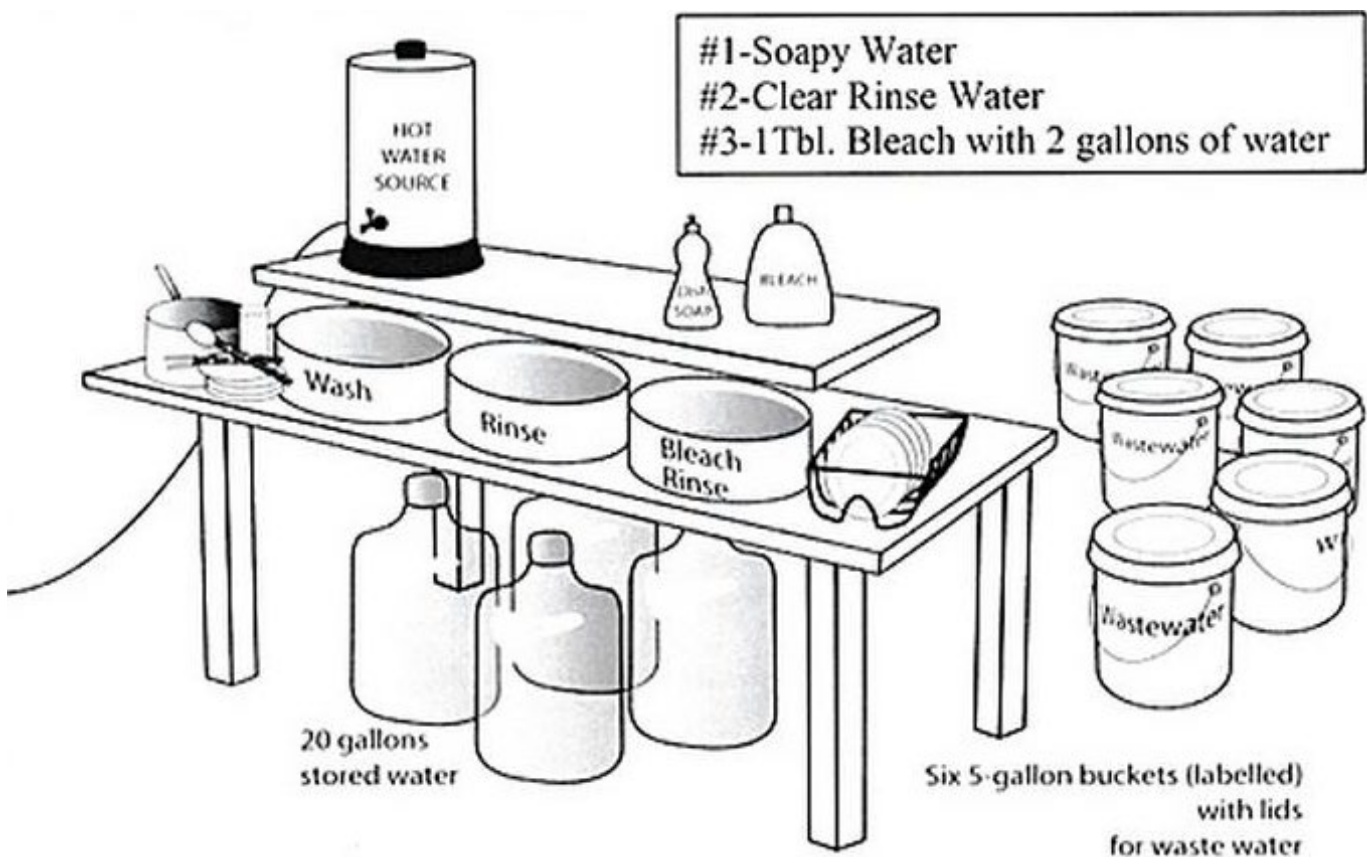
Dishwashing

Single service, disposable eating and drinking utensils must be used unless approved dishwashing facilities are available (approved dishwashing facilities include a fully plumbed three compartment sink or a dish machine).

Multiuse utensils may be used for the purpose of preparation, storage, service, and dispensing of food. Multiuse utensils must be washed and sanitized immediately before the event and as often as necessary during the event. Multiuse utensils may be washed off site from the event location if approval is granted; when this is done, the clean utensils must be suitably covered with plastic wrap or placed in a covered container when transported. When utensils are not washed on-site, enough utensils must be provided so that if one becomes soiled or contaminated a clean one is available. For on-site washing of multiuse utensils, one of the following methods must be used: a fully plumbed three compartment sink, a dish machine, or a temporary manual three container dishwashing system; when a temporary setup is used, the containers must be large enough so that items can be fully immersed. Follow these steps for dishwashing:

1. **WASH:** Wash in warm water with detergent.
2. **RINSE:** Rinse in warm, clean water.
3. **SANITIZE:** Sanitize for at least one minute in a clean sanitizing solution such as one tablespoon of bleach per two gallons of water (100ppm). Sanitizing options include bleach - one tablespoon of unscented household bleach per two gallons of water, maintained at a concentration of 50-100ppm; or quaternary ammonium, also known as QA/Quat, maintained at a concentration of 200-400ppm. Sanitizer test strips or kits must be provided and used for monitoring sanitizer concentration/strength.
4. **AIR DRY:** Air dry – towel drying is prohibited. Adequate space must be provided for air-drying utensils.

Example of temporary dishwashing station:



Cleaning and Sanitizing

Wash, rinse, sanitize, and air-dry food contact surfaces and service counters as often as necessary and/or at a minimum of every four (4) hours.

Clean the food contact surfaces of food contact equipment that must be cleaned in place such as meat slicers or soft serve ice milk dispensers at least once every 24 hours.

Store cloths used to wipe equipment and counters in a clean sanitizing solution. Cloths that are used for wiping spills should be used for no other purpose.

Provide and use test strips to check sanitizer strength.

Food Handling

Cooked food must reach a minimum internal temperature of at least the following:

Poultry - 165° F

Ground Beef - 155° F

Pork - 155° F

Fish - 145° F

Eggs - 145° F

Food temperatures must be verified by use of a thermometer.

Keep hot-held food at or above 140° F at all times. This includes during hot holding time at an off-site kitchen, during transportation to the stand, and at the stand prior to customer service.

Previously cooked and refrigerated potentially hazardous food must be rapidly heated before serving to a temperature of 165° F within two hours. Steam tables and crock-pots may NOT be used to reheat potentially hazardous food.

Keep cold potentially hazardous food at or below 41° F. Do not store packaged food in contact with water or undrained ice.

Dispense self-service food, including condiments (catsup, coffee creamer, sugar, etc.) in individual packets or directly onto the food from an approved dispenser.

Discard leftover food at the end of each day. Cooling hot food for later use is not allowed.

Ice and Beverage Handling

Use only chipped, cubed, or crushed ice sealed in a bag at the point of manufacture.

Use a scoop to dispense ice, not a cup or hands.

When ice is used to keep beverage containers cold, the ice must be continuously drained and may NOT be used for any other purpose.

Employees/Personnel

There should be a designated person in charge at all times the food stand is operational; this person should be at least 18 years old. This person is responsible for food safety while they are in charge. The person in charge must know the food safety risks related to the specific foods being prepared and served in the stand.

Food stand personnel must wash their hands: before starting to work with food, utensils, or equipment; before putting on single use gloves and when changing gloves; during food preparation as needed; when switching between raw animal foods and ready-to-eat foods; after handling soiled utensils and equipment; after handling garbage; after coughing, sneezing, or using a tissue; after the use of tobacco products; after eating and drinking; after touching skin or hair; after handling money; after handling animals; after using the toilet; after handling chemicals; and any other time hands may have become contaminated.

A person is not allowed to prepare or serve food if they have a communicable disease, gastrointestinal illness within the previous 24 hours (vomiting and/or diarrhea), sore throat, or a discharging wound.

Tobacco use of any kind is not allowed within the food stand.

Outer garments must be clean.

Those engaged in food preparation and/or utensil washing must wear an effective hair restraint such as a hat, hair net, headband, beard net, and/or another effective restraint, as long as it keeps hair from contacting exposed food and clean equipment/surfaces.

Water Supply

Potable water for the event must come from an approved public water supply for both food preparation and handwashing. If a public water supply is not available, please contact us.

Water must be provided at the stand either: a) under pressure at the stand; or b) by large coffee urns or non-galvanized beverage coolers equipped with spigots. If a hose is used, use only food-grade hose and provide the necessary backflow preventer on any hose used.

Lighting

All interior lights, if present, must be shatter-resistant, shielded or enclosed to prevent breakage. Lights used at night must not attract flying insects.

Insect Control

Effective insect control is to be achieved through sanitation, screens, and covers. If insecticides are to be used, they must be an approved type, such as containing pyrethrins as the active ingredient, and used according to the manufacturer's directions. They must not be used when food or utensils are exposed. Intermittent spray dispensers and vapon strips must NOT be used.

Wastewater and Garbage Disposal

Wastewater must be discharged into an approved sanitary sewer system or holding tank. Never dump wastewater onto the ground or into a storm/street sewer.

Garbage must be disposed/stored in a manner that will not create a nuisance. Garbage containing food waste must be stored in tightly covered non-absorbent containers with plastic liners. Garbage and refuse must be routinely removed from the immediate area around the food stand to prevent the attraction of flies and the creation of odor and nuisance problems.

Place discarded grease in non-absorbent, tightly covered containers for collection. Do not dump grease or oil into sanitary or storm/street sewers – it can pollute streams and plug sewer pipes.