

THE DEPARTMENT OF

ENVIRONMENTAL HEALTH (DEH)

G U I D E L I N E S

FOR THE OPERATION OF

TEMPORARY / ITINERANT FOOD FACILITIES

1. INTRODUCTION

The Department of Environmental Health (DEH) Guidelines are intended to inform owners, operators and managers of the minimum requirements, which are necessary for the operation of temporary/itinerant food facilities.

The objectives of the guidelines are to reduce/minimise the risks to health, safety and well being of patrons/guests, employees and employers.

It is hoped that as a result of these guidelines, the requirements of the Department of Environmental Health (DEH) will clearly be understood, and that owners/managers will strive to maintain their food establishments/facilities in a manner conforming to or exceeding the guidelines.

2. LAYOUT, DESIGN AND CONSTRUCTION

1. The layout, design, construction and size of the food premises shall allow for good food hygiene practices.
2. An adequate number of hand basins suitably designed and located shall be provided in the food preparation area for the washing of hands.
3. Hand basins shall be provided with hot and cold potable running water. Provisions for cleaning, sanitising and the hygienic drying of hands shall also be made available.
4. Absorbent material shall not be installed as a floor covering in food preparation areas, food storage areas, toilet rooms or refuse areas.
5. Shielding to protect against broken glass falling into food shall be provided for all artificial light fixtures located over, by or within food storage, preparation, service and display areas or where utensils and equipment are cleaned and stored.

3. RAW MATERIAL RECEIVING/STORAGE

1. The floor surface of the food preparation area shall be constructed of non-slip, impervious material that can be cleaned easily.
2. All foods intended for delivery to and from a restaurant shall at all times be transported in clean and appropriate vehicles.
3. All perishable foods shall be kept at proper storage temperatures of 40 °F or below in order to prevent deterioration while in transit and storage.
4. Only wholesome foods shall be received and used in food preparation.
5. Upon receiving the wholesome food items, the same shall be stored at appropriate temperatures in the designated storage areas.
6. While in storage food items shall be arranged for easy rotation and shall be clearly labelled to avoid misrepresentation.

7. There shall be adequate cold storage compartments equipped with non-corrosive racks for storage of food items. The units shall also be equipped with functional non-mercury thermometers.
8. Adequate storage for dry goods shall be provided. The storage area shall be kept clean and orderly at all times.
9. Raw fruits and vegetables shall be thoroughly washed with potable water before being cooked or served.

4. FOOD PREPARATION

1. All infrastructures, cupboards, equipment and utensils shall be free of damage and be maintained in good repair and condition at all times.
2. The food contact surfaces of all equipment and utensils shall be non-toxic, impervious and non-corrosive.
3. The food preparation area shall be equipped with separate wash sinks for utensils and meats. The utensils sink shall be composed of three compartments for washing, rinsing and sanitising. The meats and the vegetable sinks can each have two compartments for washing and rinsing.
4. All basins shall have a supply of potable hot and cold water. The minimum temperature of the hot water should be 110 °F.
5. A separate hand-washing sink shall be provided in the food preparation area for the washing of hands only. It shall be equipped with hot and cold running water and anti-bacterial liquid soap.
6. There shall be separate cutting boards for dairy product, produce and meats to reduce the potential for cross-contamination.
7. There shall be non-mercury thermometers available for the monitoring of temperatures during preparation and storage.
8. There shall be separate preparation work surfaces for raw and cooked foods, so as to eliminate the potential for cross-contamination.
9. Equipment and/or utensils such as meat slicers, grinders, trays, trolleys and can-openers shall be cleaned and sanitised at least once daily or more frequently as necessary.
10. Personnel not involved in food preparation shall avoid entering the food preparation areas.
11. Non food-contact surfaces of equipment that are exposed to splash or spillage shall be constructed of a corrosion-resistant, non-absorbent and smooth material to facilitate cleaning.
12. All sinks shall be cleaned and sanitised daily or more frequently as needed.
13. A separate area shall be provided for the storage of cleaning materials and equipment.
14. A covered container shall be provided for the storage of soiled aprons, coats, and other linen.
15. Garbage shall be kept in non-porous covered containers with plastic liners and shall be emptied when filled. At the end of each day the containers shall be thoroughly cleaned and sanitised.
16. All foods that are handled, stored, packaged, displayed, transported and served must be protected against contamination.

17. To avoid unnecessary manual contact with food, suitable dispensing utensils shall be used by employees or provided to consumers who serve themselves.
18. Ice for consumer use shall be made from potable water and shall be dispensed only with scoops, tongs, or other ice-dispensing utensils or through automatic self-serving ice-dispensing equipment and be protected against contamination.

5. FOOD HANDLERS TRAINING

1. The proprietor of a food business shall ensure that food handlers engaged in the food business are supervised and instructed and/or trained in food hygiene commensurate with their work activities.

6. PERSONAL HYGIENE

1. All food handlers shall observe the rules of good personal hygiene.
2. Every person working in a food preparation area shall maintain a high standard of personal cleanliness and shall wear clean and appropriate clothing.
3. Any person known or suspected to be suffering from an infectious disease or condition such as infected wounds, skin infections, sores and/or diarrhoea, shall not be engaged in the preparation of food until cleared by the Medical Officer of Health (MOH) or a Medical Practitioner.
4. No person shall be permitted to smoke eat or drink while working in the food preparation areas. A "No Smoking" sign shall be posted in food preparation areas.
5. Food handlers shall thoroughly wash their hands and the exposed portions of their arms with soap and warm water immediately before commencing food preparation, during work as often as necessary to keep the hands clean, and after smoking, eating, drinking or using the toilet. A sign requiring the washing of hands shall be posted in washrooms.
6. Hair guards aprons and/or coats shall be worn when handling food. Hair, fingernails and hands shall be kept well groomed and clean at all times. The use of disposable gloves is encouraged in the food preparation process.
7. During food preparation, employees shall not wear jewellery, except a plain ring such as a wedding band.
8. The food handlers shall not directly handle money during the preparation of foods.

7. WORKERS HEALTH AND SAFETY

1. Records of all accident and injuries to employees shall be kept on file by the employer and be readily available to the Department of Environmental Health.
2. Emergency Services telephone numbers shall be posted in locations on the premises and they shall be clearly visible at all times.
3. A suitable First Aid Kit shall be provided and kept maintained on the premises.

4. All working areas and equipment shall be so designed and constructed to ensure the protection of workers health and safety.
5. The jerk containers/drums shall have a “Caution Hot – do not touch” sign attached to each one. The sign shall be legible and be placed in a position for the customers to view.
6. A fire extinguisher (of at least 20-litre capacity) shall be readily available.

8. WATER QUALITY AND SUPPLY

1. A reliable source of potable water shall be provided.
2. When cisterns are utilised, they shall be of durable, non-corrosive, non-toxic and non-porous material, have tight-fitting lids and be screened to prevent the ingress of insects and other ‘foreign’ matter.
3. All properties shall have the water used for domestic purposes tested by an approved laboratory at a frequency specified by this department. The results of which shall be made available to the Department of Environmental Health.
4. The presence of faecal coliform bacteria in a water supply following bacteriological analysis shall render the water supply unsuitable for domestic purposes. Use of the water supply shall be discontinued immediately and an approved alternative source must be provided.
5. Where a water supply has been deemed unsuitable as specified (4) above, immediate steps shall be taken to render the water supply safe. The water supply shall be retested and the results submitted to the Department of Environmental Health for approval of the water source.
6. A written laboratory analysis of the water sample shall be made available to the Department of Environmental Health (DEH) within 24 hours of obtaining such results.

9. SANITARY FACILITIES

1. Toilet facilities shall be available, at all times to the food business operation to which employees shall have easy access, during the operation of the business.
2. The toilet facilities shall be kept in good repair and maintained in a sanitary manner.
3. Covered waste receptacles with plastic liners shall also be provided.
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10. LIQUID WASTE DISPOSAL

1. All wastewater from the kitchen and bathrooms shall be connected to an approved sewage treatment and disposal system.
2. Wastewater from premises shall not be discharged into or onto the ground, pond, lake or sea in a manner so as to constitute a public health nuisance.

11. SOLID WASTE STORAGE

1. Food waste and other refuse shall not be allowed to accumulate in food rooms.

2. All garbage shall be kept in leak-proof, non-absorbent containers with plastic liners and shall be kept covered with tight-fitting lids. The container shall be maintained in a clean condition and in good repair.
3. Refuse storage areas/rooms must be designed and managed in such a way as to enable them to be kept clean and free from vermin/pests.

12. BUILDING EXTERIOR AND GROUNDS

1. The grounds, including walkways shall be kept free of obstructions, and be well-maintained to protect health and safety.
2. The grounds shall be clean, well maintained and shall not provide harbourage for rodent and insect pests.

13. VERMIN/PEST CONTROL

1. The food preparation/service areas shall be free of pests (such as flies and rodents) at all times.
2. Every property shall have an effective pest control program in place.
3. The premises shall not provide harbourage for vermin/pests.

19. GLOSSARY OF TERMS

Appropriate transport vehicle	A vehicle that is designed, equipped and maintained in good repair so as to facilitate easy cleaning and the safe transportation of food items.
Coliform bacteria	A group of bacteria which are commonly found in the large intestines of man and animals, and also in the soil.
Cleaning schedule	A written plan for systematically managing the cleaning operations in an establishment stating, the items to be cleaned, the persons responsible for the cleaning, the method of cleaning, and the frequency of cleaning.
Cross contamination	The transfer of bacteria from one food, often raw to another food, often cooked.
Faecal coliform bacteria	A group of coliform bacteria commonly found in the large intestines. Their presence in water and food is an indication of sewage contamination and so there is the possibility of intestinal pathogens being present.
Food	Any raw, cooked or processed edible substance, ice, beverage or ingredient used or intended for use or for sale in whole or in part for human consumption.

Food Business	Any trade or business for the purposes of which any person engages in the handling of food, and includes the undertaking of a canteen, club, school, hospital or institution whether carried on for profit or not.
Food premises	Any premises on or from which there is carried on any food business and includes a stall.
Food preparation area	Any area in food premises used for cooking and processing of food.
HACCP (Hazard Analysis of Critical Control Points)	A comprehensive food safety control plan which includes a step-by-step description of the food processing, packaging, and storage procedures including identification of critical control points (CCP)
Handwash basin	A sink used specifically for the washing of hands in a food premise.
Handwashing facilities	Facilities used for the washing of hands and includes a hand basin or sink, soap and towels for hand drying.
Hygienic drying of hands	The drying of hands after the process of handwashing utilising clean towels, tissue, hot air blower or any other hygienic method.
Infectious disease	Any disease which can be communicated directly or indirectly by any person suffering therefrom to any other person.
Pathogen	A microorganism capable of causing disease.
Personal hygiene	The means by which food handlers prevent contamination on or within themselves from gaining access to food.
Potable water	Water that is fit for human consumption and free from colour, smell, taints and pathogens.
Sanitization	The process of cleaning and disinfecting surfaces and equipment using chemicals, heat or ultra-violet radiation.
Utensils	Any implement used in the storage, preparation, transportation or service of food.