



## LFCHD Temporary Foodservice Guidelines

### Permitting

**A temporary food service permit is required for preparing and/or serving food/drinks to the public; to include, beverages or samples of food/drink products. Commercial pre-packaged, shelf-stable food products do not need a temporary permit.**

A public Foodservice establishment or other food vendor must obtain a permit from the Lexington-Fayette County Health Department (LFCHD) for each temporary Foodservice event in which it participates. LFCHD will inspect temporary events and if minimum sanitation standards are not met, the Foodservice operation will be discontinued until corrections are completed and verified by LFCHD Environmental Health Specialists.

Owners / operators of a temporary Foodservice must notify LFCHD of the following items no less than two business days prior to the scheduled event and complete a Temporary Foodservice Registration form to include the following information:

- 1) Type of Foodservice proposed,
- 2) Food list, method of storage, and how (coolers, refrigerators, hot boxes, etc.) temperature will be maintained,
- 3) Time and location of the event,

**If, for whatever reason, you do NOT set-up or are late please call 859-231-9791 during normal working hours or after-hours / weekends / holidays call 859-335-7071 to notify the Environmental Health representative.**

### Fees

Temporary public Foodservice establishments and vendors are required to pay the following license fees at the time of licensing:

- 1-3 day event – \$50
- 4-7 day event – \$75
- 8-14 day event - \$100

### Foodservice Personnel

**All Foodservice personnel that prepare/handle food must have a valid Lexington-Fayette County Food Handler Card.**

- Food handler cards may be obtained for \$20 at 650 Newtown Pike, 2nd Floor, Monday-Friday from 8:30 a.m. – 4:00 p.m.; or they may be obtained online for \$15 at [www.LexingtonHealthDepartment.org](http://www.LexingtonHealthDepartment.org)

Employees may not touch ready-to-eat (RTE) food with their bare hands. Employees must use suitable utensils such as deli tissue, spatulas, tongs, single-use gloves, or dispensing equipment when handling RTE food.

All personnel must wash their hands prior to beginning work, when returning to work after any break in food preparation activities, when putting on or changing gloves, or any time their hands become unclean.

Smoking is prohibited in ware washing, food preparation and food storage areas.

Personnel must wear clean outer garments, effective hair restraints and no jewelry on their hands or arms (except plain wedding bands). If worn, artificial and painted fingernails must be covered by intact gloves.

All personnel must be free of open sores and skin infections, respiratory infections, upset stomach, diarrhea or other communicable diseases.

## Facilities

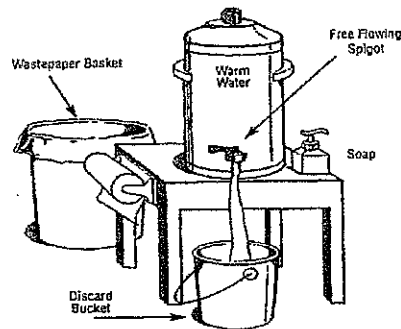
The specific requirements for the temporary event physical facility where food is prepared or handled are based on the length of the event, the type of food that is prepared or served, and the extent of food preparation conducted at the temporary facility. Minimum requirements include:

- 1) Foodservice operators must provide overhead protection where food is prepared or portioned or stored or ware washing is done onsite.
- 2) Flooring may be concrete, machine-laid asphalt or dirt/gravel if it is covered with mats, removable platforms, duckboards, or other suitable approved materials that effectively control dust and mud and are graded to drain.
- 3) Walls and ceilings should be constructed of a material that protects the interior from the weather, windblown dust and debris, or other forms of cross contamination.
- 4) When potentially hazardous food is prepared at events, the physical structure where the food preparation occurs must be protected against flying insects and other vermin by an effective means.
- 5) A three-compartment sink is required within the temporary Foodservice for washing, rinsing and sanitizing utensils and equipment. If this activity is conducted at an approved, remotely located commissary or Foodservice establishment, an adequate supply of spare preparation and serving utensils must be maintained on the premises in case the original utensils become unclean. (See diagram below)
- 6) A hand washing station is required. This station may be a clean, portable container equipped with an on/off valve and a catch bucket to collect the waste water. Soap and single-service paper towels must be available for hand washing and hand drying. (See the diagram below)

## HANDWASHING

At least one convenient handwashing facility must be available for handwashing on site at all times. This facility must consist of, at least, a container with warm potable running water (via spigot if sinks won't be utilized), a catch bucket for wastewater, soap, individual single-use paper towels, and a trash container for disposal of paper towels. Employees must wash their hands at all necessary times during food preparation and service.

- Prior to starting food handling activities
- After using the restroom
- After sneezing, coughing, blowing your nose, eating, drinking, smoking, or touching a part of the body
- After touching an open sore, boil, or cut
- After handling money or other soiled items
- After taking out the trash or following any activity during which hands may have become contaminated.



## DISHWASHING

Facilities must be provided to wash, rinse, and sanitize multi-use utensils, dishware and equipment used for food preparation at the site. Proper chemical sanitizer and the appropriate chemical test kit must be provided and used at each site. All dishes and utensils must be air-dried. Use of disposable pans is recommended.

### PROPER SET-UP



### PROPER SANITIZER CONCENTRATIONS

Chlorine  
50-100 ppm\*

Quaternary Ammonia  
200 ppm\*

Iodine  
12.5-25 ppm\*

\* Or as otherwise indicated by the Code of Federal Regulations (CFR) or by the manufacturer of the product.

## Water

All Foodservice operations that prepare or portion food on the premises must provide an adequate supply of potable water for purposes of cleaning and employee hand washing. Municipal connections, holding tanks or portable containers are accepted means to provide an adequate supply.

## Solid and Liquid Waste

Operators must remove all garbage and rubbish from the premises often enough to prevent nuisance conditions and dispose solid waste properly in tight-fitting, covered containers.

Operators must dispose liquid waste in a public or other approved waste water system.

## To Prevent Foodborne Illness

- Obtain foods from an approved source. **The preparation of foods in a home kitchen or any other establishment not subject to a Health Department inspection is prohibited. Home canned foods or shellfish are also prohibited.**
- Wash hands thoroughly before handling food, single-service items and clean equipment and utensils.
- Maintain hot foods at temperatures of 135° F or above.
- Maintain cold foods at temperatures of 41° F or below.
- Reheat cooked foods to a minimum temperature of 165° F within two hours for hot holding.
- **Check food temperatures frequently with a metal stem thermometer.**
- Heat foods quickly and cool foods rapidly to minimize the time foods are in the food danger zone (41° F to 135° F).
- Keep raw and cooked foods separated.
- Thaw foods properly: completely submerged under cold running water not longer than four hours, as part of the cooking process, or under refrigeration.
- Use single-service articles whenever possible.
- Keep foods covered and protected from dust, dirt, insects, vermin and human cross contamination.
- Protect all food, including displayed food, from customer contamination (touching, coughing, sneezing, etc.).
- Minimize handling of foods before, during and after preparation.
- Do not store food directly in contact with ice used for beverages.
- Do not use swollen, leaking or damaged canned goods.
- Store all food products, equipment, and single-service articles (cups, straws, napkins) at least six inches off the ground.
- Store prepackaged foods and drinks in drained ice.
- Condiments must be provided in individual packages or approved dispensers.
- Do not display relish/onions/etc. for customer self-service.
- All light fixtures (exception: heat lamps) shall be shielded or shatter-proof

Type of Food	Minimum Internal Temperature
Poultry	165°F
Ground meats (beef, pork, and seafood)	155°F
Steaks of pork, beef, veal, and lamb	145°F

## Required Items

- Sanitizer (Quaternary Ammonia or properly diluted unscented bleach may be used)
- Metal stem thermometer
- Thermometers for refrigeration unit(s) / cooler(s)
- Chemical test strips (for measuring sanitizer concentration)
- Three-compartment sink to wash, rinse and sanitize equipment and utensils or access to such facilities at an approved commissary or Foodservice establishment
- Use utensils and scoops with handles for food and ice.
- Hair restraints (hair net, ball cap, visor, scarf, or bandanas are acceptable)
- Adequate supply of back-up utensils
- Adequate supply of potable water
- Soap and single-service towels
- Adequate equipment and facilities to maintain food at the proper temperatures (keep hot foods hot >135°F and cold foods cold <41°F)
- Adequate protection from flying insects, vermin, dust, dirt and weather
- Adequate protection for displayed, prepared, and stored food