

Springfield Greene County Health Department Mobile Food Establishment Requirements

Definitions

Food establishment: an operation that stores, prepares, serves, or otherwise provides food for human consumption. The ordinance exempts civil and fraternal organizations, religious groups and schools from paying fees. A permit to operate is still required.

Food preparation: the act of assembling food by adding ingredients, seasonings or sauces together or to a main dish as well as the act of cooking foods. The act of cutting (introducing a blade) to portion potentially hazardous or non-potentially hazardous foods for service. Also, this includes the storing or handling of foods with temperature control (either hot or cold) or time control (with time control documents).

Mobile food establishment (MFE): means a food service operation that operates from a movable vehicle, portable structure on wheels or pushcart.

Special Process requiring HACCP (Hazard Analysis Critical Control Point) Plan: service area required

Application Process

The Springfield-Greene County Health Department has adopted the Missouri Food Code, and will be using this code when inspecting mobile food establishments. Permits are required before any food preparation can begin. No person, firm, or corporation shall be allowed to operate a mobile food establishment (MFE) where food or beverages are served to the public without a permit from the Springfield Greene County Health Department. **SEC. 58-53(a)**

Operators seeking approval for a MFE shall submit a MFE application to the Springfield Greene County Health Department. No food preparation that requires a variance and/or HACCP plan is allowed on a MFE. Food preparation that requires a variance and/or a HACCP plan may be allowed at a service area with the approval of the Springfield-Greene County Health Department.

Prior to giving approval to and issuing a permit an MFE, the Springfield-Greene County Health Department is responsible for performing a pre-operational plan review and one or more pre-operational inspections consistent with Section 8-203.10 of the Food Code. The pre-operational review provides the regulatory authority the opportunity to discuss areas of concern with the applicant and should be conducted prior to the issuance of a permit.

Mobile food establishments may be used where local jurisdictions allow. The operator of the MFE must contact planning and zoning in the county. In city limits other than Springfield, the operator must contact the city for local allowances.

Mobile food establishments in the city limits of Springfield may only operate on an approved vendor site for up to 180 days annually or for brief periods (lunch period, etc.) at a privately-owned site to serve employees of the business with the permission of the land or business owner.

Mobile food establishments shall develop written standard procedures to be submitted with the application. These procedures shall include at a minimum:

1. A cleaning schedule for the establishment and equipment;
2. An employee illness policy;
3. A procedure to verify adequate food cooling temperatures if applicable;
4. A procedure to verify adequate food cooking temperatures if applicable; and
5. Equipment monitoring procedures, including proper cleaning and sanitization of utensils by a commercial dish machine (if applicable) and documentation of refrigeration temperatures.

Requirements

Cold Holding: Adequate refrigeration must be provided to ensure that potentially hazardous foods are held at 41°F or below. Each refrigeration unit must be equipped with either a built-in thermometer or be provided with a thermometer kept inside the unit, located in the warmest part of the unit and accurate within +/- 2°F.

Cooking: Foods must be cooked to temperatures as required in the Missouri Food Code.

Date Marking: Ready-to-eat potentially hazardous foods that will not be used within a day must be date marked with either the preparation date, use-by date, or date the commercial package was open. Date marked food stored at 41°F or colder may be stored for up to seven days before it must be discarded.

Dishwashing: All utensils and equipment must be washed in a 3-compartment sink (capable of washing the largest utensil or piece of equipment) or commercial dishwasher. If it is not practical to wash utensils and equipment on board, then a permitted service area will be required. Mobile food establishments that do not have onboard dishwashing must have enough utensils so that clean and sanitized utensils are provided every two to four hours.

Doors and Windows: Exterior doors must be rodent proof (clearance may not exceed 1/4 inch and should be as tight-fitting as possible). All openings to the outer air must be screened to prevent fly entry.

Employee Personal Items: Employee personal items such as jackets, purses, medicines, etc., must be stored separately from food preparation areas and in a manner to prevent contamination.

Equipment: All equipment should be easy to clean and maintained in good repair. All metal equipment should be free of rust and corrosion. Rusty/corroded metal equipment should be replaced or refinished in an approved manner. Wooden surfaces must be finished to provide a washable surface. All stationary equipment should be installed to allow easy cleaning beneath and/or behind equipment.

Food Preparation: Generally, food preparation outside of a mobile food establishment is not allowed. Outside food preparation is allowed under the following conditions:
1) Cooking of food outside the MFE or service area provided the food is protected from contamination while being transported to and from inside of mobile unit to covered cooking unit (e.g. smoker, covered grill, pizza oven, etc.). 2) The cutting of ready to eat foods for immediate service is allowed provided overhead protection is provided.

Garbage Disposal: Must be disposed of at an approved, sanitary garbage disposal site or at service area. Garbage facilities at the service area must be in an area with a hard, nonabsorbent surface such as cement or asphalt. Outside containers must be covered and adequately sized.

Handwashing Facilities: The location of handwashing facilities must be convenient and readily accessible to all operations. Mobile food establishments must have plumbed handwashing facilities with hot and cold water under pressure. ***Hand washing sinks may only be used for hand washing (no dumping food, beverages, ice, etc.)***

Hot Holding: Adequate equipment to hot hold potentially hazardous food at 135°F or above must be provided.

Hot Water: Hot water generation and distribution systems must be sufficient to meet the peak hot water demands for handwashing facilities, dishwashing, and other operations of the MFE.

Lighting: Adequate lighting must be provided. Light bulbs must be shielded or shatter resistant.

Pest Control: All outer openings must be protected to prevent the entrance of insects, rodents, and contamination from weather elements.

Any allowed outside food preparation must be done in a manner to prevent food contamination (e.g. awnings, umbrellas, lids, etc.).

Power Source: Mobile food establishments must have an appropriate power source (e.g., generator or plugged into an electrical source) to ensure food sanitation requirements are met during all hours of operation (e.g., provide proper cold holding, hot holding, and

meet handwashing and dishwashing hot water requirements).

Probe Thermometer: A thin probe digital thermometer measuring from 0°F to 220°F must be available to check internal food holding temperatures and must be accurate within +/- 2°F.

Rapid Cooling: The best way to keep food safe is to make it fresh each day, just before you serve it. Food must be cooled properly and quickly to keep it safe. Food must be cooled from 135°F to 70°F within two hours and from 70°F to 41°F within the next four hours.

Restrooms: If the MFE will be located outside the city limits of Springfield, a servicing area agreement for a restroom is required for the MFE during all hours of operation and must be on file with the Springfield-Greene County Health Department. The restroom must be within 500 feet on the same side of the road.

Self-Service: Condiments such as ketchup containers and salsas must be dispensed to protect foods from contamination. Condiments must be dispensed from the mobile food unit. It is best to have condiments or other consumer food toppings in individual packets or bulk dispensers with plungers.

Servicing Area: The MFE may be required to operate in conjunction with a servicing area. A servicing area must be operated in compliance with the Food Code and applicable regulations. A copy of the current health permit and most recent inspection report for the servicing area that will be used by the MFE must be provided with the MFE application, if applicable. If the service area is owned by a different party than the MFE, then a signed agreement between the parties must be provided with the application.

The servicing area shall be a fixed facility – not a temporary establishment, nor a mobile type establishment. The location of the service area must meet the jurisdiction's zoning laws. The servicing area may provide a variety of services to the MFE such as: storage and facilities for food preparation (including refrigeration and cooking facilities); the supply of potable water; the availability of adequate plumbing and waste disposal; storage and cleaning facilities for equipment and utensils; storage and maintenance of other supplies; and personnel resources. The servicing area must be of such size and scope as to accommodate its own operation, as well as those of the MFE. If a service area is within the city limits of Springfield, the service area must be approved by the City of Springfield Clean Water Division if it is providing waste water disposal.

The servicing area can be as simple as a storage location for packaged food or as complex as a permitted catering kitchen; however, this will depend on the type of MFE it is providing a service to.

If the MFE is used at a fair, carnival or other event where it does not or cannot return to the servicing area, the MFE must comply with the requirements of a temporary food establishment.

Sewage Disposal: All liquid wastes must drain into an approved wastewater tank. All liquid waste from the waste tank or from cleaning activities such as cleaning the MFE must be captured and properly disposed of in the sanitary sewer. ***Wastewater cannot be dumped onto the ground, the streets or into a storm drain.***

Storage: Adequate storage equipment is required to assure that all food, food containers, and single service utensils are stored at least six inches above the floor. Storage shelves must be smooth, impervious, and easily cleanable. Food may not be stored in areas such as under sinks with exposed or unprotected sewer lines or water lines. Toxic items must be stored and labeled to allow for proper use and prevent contamination of food and food contact surfaces.

Wall, Floor, and Overhead Protection: Floors, walls, and ceilings must be finished, smooth, and easily cleanable.

Water and Sewage Tanks:

Mobile food establishments must provide potable water through an onboard freshwater tank or direct connection to an approved source. Mobile food establishments directly connected to a water source must also be directly connected to sewer.

The waste water tank must be at least 15% larger in capacity than the combined volume of the fresh water tank and the water heater tank. It must be sloped to a drain that is at least one inch in inner diameter and equipped with a shut-off valve.

Water Supply: Mobile food establishments must use water from an approved water supply and be designed to provide sufficient capacity to meet operational needs. Materials used in the construction of the MFE water tanks and plumbing must be made of safe (food or drinking water grade) materials. The water tank inlet must be 3/4 inch in inner diameter or less and provided with a hose connection of a size or type that will prevent its use for any other service. A backflow prevention device must be installed at one hose connection bib to prevent backflow into the clean water system. A cap and keeper chain, closed cabinet, closed storage tube, or other approved protective cover or device must be provided for a water inlet, outlet, and hose. Water tanks must be filled with potable water with a food grade hose. A control valve is needed between the fresh water tank and fixtures.

Pushcarts

General information: **"PUSHCART"** means and refers to a non-self-propelled vehicle designed to be readily movable. Pushcart owners must have access to service area where food is stored and prepared for pushcart distribution.

Requirements

3-Vat Sink: A permanently installed 3-vat sink shall be provided with the ability to wash, rinse and sanitize food contact equipment. The size of the 3-vat sink shall be sufficient enough to fit half of your largest in-use utensil (tongs, spoons, etc.). Larger food contact equipment pieces (steam well food containers, etc.) may be cleaned at the approved service area. This requirement may be exempt if pushcart is only providing packaged non-potentially hazardous foods.

Condiments: Salt, sugar, catsup, mustard and similar condiments shall be served in individually wrapped, single-service containers, or from approved dispensers.

Construction: Each pushcart shall be fabricated to exclude vermin, dust, dirt, splash, and spillage encountered under normal use, and shall be easily cleaned, maintained, and serviced. Overhead protection must be provided such as an umbrella.

Food preparation: No potentially hazardous food preparation or processing is permitted on any pushcart except for reheating, hot holding, cold holding and assembly.

Food protection: All foods and drinks shall be protected from contamination.

Food source: All food must come from an approved source. Food preparation at home is not allowed.

Garbage disposal: Adequate and durable waste containers of easily cleanable construction, with tight-fitting covers shall be furnished and attached to unit for use by customers and the operator.

Hand sinks: A permanently installed hand sink in the food preparation area shall be provided. Minimum hand wash sink size is 9"x9"x5" deep with hot and cold water. A supply of hand soap and paper towels must always be available on the pushcart. When food assembly is performed, a hand sink must be available and accessible for use only by food workers and must be provided with an approved hand wash sign.

Hot holding units: Hot holding units must be powered by electricity or propane.

Ice: Ice used to keep food at 41°F and below must be self-draining. Ice used in beverages must be stored separately from ice used to hold food cold and must come from an approved source.

Pushcart: The pushcart shall always be self-contained and readily moveable. A service area is required for all pushcarts.

Service Area: The service area must be a permitted food establishment that has an area for cleaning and servicing the unit. The area for cleaning and servicing shall be physically separated from other food preparation operations to prevent contamination. The service area must also be equipped to furnish potable water; and provide facilities for the drainage and disposal of liquid waste and ware washing of utensils and equipment; food storage and food preparation as approved by the Springfield-Greene County Health Department. If the service area is owned by a different party than the pushcart owner then a signed agreement between the parties must be provided with the application.

Pushcarts must report back to the service area after each closing business day for cleaning, servicing, and restocking. The pushcart must remain at the service area if not in use.

Single-serve: Pushcarts shall provide only single-service articles for use by the consumer.

Waste tank: A permanently installed wastewater storage tank with a minimum capacity of 5.75 gallons shall be provided. The capacity of this tank must always be at least 15% larger than the potable water system tank.

Water tank: A permanently installed potable water tank shall be provided. The tank shall be large enough to supply an adequate amount of water whenever the pushcart is in operation. A minimum of five (5) gallons storage capacity is required.

The water heater shall be of adequate capacity and recovery rate to furnish a continuous supply of hot water whenever the pushcart is in operation. An instant water heater meeting all requirements may be approved.

****The Springfield-Greene County Health Department may impose additional requirements to protect against health hazards related to the operation of the pushcart and may prohibit the sale of some or all potentially hazardous food items.****