Temporary Food Establishment Operations
Are You Ready?

Use this guide as a checklist to verify compliance with MA food safety regulations.

☐ Application
Submit a completed temporary food establishment application and payment in full to the health department a minimum of 21 days prior to the event.

Submit current food protection manager certification and food allergy certification.

FOOD/UTENSIL STORAGE AND HANDLING

☐ Dry Storage
Keep all food, equipment, utensils, and/or single service items stored off the floor and protected from contamination.

☐ Cold Storage
Keep potentially hazardous foods stored at or below 41°F.

☐ Hot Storage
Keep potentially hazardous foods at or above 135°F.

☐ Thermometers
Use a food thermometer to check temperatures of both hot and cold potentially hazardous foods.

☐ Food Display
Protect food from customer handling, coughing, or sneezing by wrapping, sneeze guards, or other effective barriers.

Post-consumer advisory for raw or undercooked animal foods.

Post food allergy advisory.

☐ Food Preparation
Food employees must use utensils, disposable papers, disposable gloves or any other means approved by the board of health to prevent bare hand contact with ready-to-eat food.

Protect all storage, preparation, cooking and serving areas from contamination.

Obtain food from an approved source. Preparing food in a residential kitchen is not allowed.

☐ Food Transport
Food grade, insulated, easily cleanable, covered containers must be used for transport.

Proper cold holding and hot holding temperatures must be maintained.

PERSONAL

☐ Person in Charge
There must be one designated person in charge at all times responsible for compliance with the regulations.

☐ Hand washing
A minimum two-gallon insulated container with a spigot, basin, soap, and disposable towels shall be provided for hand washing.

The container shall be filled with warm water 100° to 120°F.

A hand washing sign must be posted.

☐ Health
The person-in-charge must restrict or exclude food employees if they are experiencing vomiting and/or diarrhea, or have been diagnosed with a disease transmissible through food.

Infected cuts and lesions on fingers, hands, or lower arm must be covered.

☐ Hygiene
Food preparation employees must have clean outer garments and effective hair restraints.

Tobacco and eating are not permitted by employees in the food preparation and service areas.
CLEANING AND SANITIZING

☐ Ware washing  A minimum of 3 basins, large enough for enough complete immersion of utensils and equipment.

☐ Sanitizing  Used approved chemical sanitizer for sanitizing food contact surfaces, equipment, wiping cloths, and to fill working sanitization buckets.

WATER

☐ Water Supply  An adequate supply of potable water shall be on site and obtained from an approved source.

☐ Wastewater  Dispose of wastewater in an approved wastewater disposal system. An adequate number of covered, labeled containers shall be provided in the immediate area.

PREMISES

☐ Floors  Unless otherwise approved, floors shall be constructed of tight wood, asphalt, or other cleanable material. Floors must be easily cleanable.

☐ Walls & Ceilings  Walls and ceilings are to be of tight and sound construction to protect from entrance of elements, dust, debris and, where necessary, flying insects. Walls shall be easily cleanable.

☐ Lighting  Provide adequate lighting by natural or artificial means if necessary. Bulbs shall be shatterproof or shielded.

☐ Counters/Shelving  All food preparation surfaces shall be smooth, easily cleanable, durable and free of seams and difficult to clean areas. All other surfaces shall be easily cleanable.

☐ Trash  Provide an adequate number of cleanable both inside and outside the booth.

☐ Restrooms  Provide an adequate number of approved toilet and hand washing facilities. These facilities shall be accessible for employee use.

☐ Clothing  Store personal clothing and belongings in a designated place in the booth, away from food preparation, food service, and ware washing areas.

_____ YES,  I have read, understand, and will follow the provisions above.
(Initial)

Need more information on food safety and MA food regulations
www.mass.gov/dph/fpp

http://www.umass.edu/umext/nutrition/programs/food safety/resources/index
www.foodsafety.gov