



City of Taunton

Board of Health

45 School Street
Taunton, MA 02780-3212

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Temporary Food Establishment Packet

A temporary food establishment is defined as a food establishment that operates for a period of time of not more than 14 consecutive days in conjunction with a single event or celebration. *Temporary food events are licensed and inspected by the local Board of Health in accordance with the Massachusetts Regulation 105 CMR 590.00 Minimum Sanitation Standards for Food Establishments – Chapter X and the federal 1999 FDA Food Code.*

Enclosed is a Temporary Food Service Permit Application, which must be fully **completed and returned** to the Board of Health at 45 School Street, Taunton, MA 02780; **30 days prior to the event**. A pre-operational inspection will be conducted prior to the event and must be set up by calling the local Board of Health. All equipment must be in working order. Failure to correct violations noted during the pre-operational inspection and routine inspections may result in suspension of the operations and no issuance of a permit.

Also enclosed is other information to review outlining operational requirements and food safety information for temporary food establishment operators. You may also request additional food safety educational documents for your event by speaking to the sanitary inspector in charge. (*i.e. Meat-on-a-stick: Documents on how to cook your meat to the proper internal temperatures.*)

Please review the materials carefully and share them with anyone else who will be preparing and serving food with you. To obtain a copy of the 105 CMR 590.000 and the FDA 1999 Food Code go to the MA Retail Food Safety Information website at www.mass.gov/dph/fpp/retail.

Please contact the Board of Health if you have any questions or need assistance with completing your application at 508-821-1400.

Sincerely,

City of Taunton Board of Health



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Temporary Food Establishment Process:

- Fill out a Board of Health "Temporary Food Establishment Permit" Application (**30 days prior to event.)**
 - You can get an application at the Taunton Board of Health – 45 School Street (*Across from the Central Fire Station*) or print one out by going to the following website <http://tauntonboh.homestead.com/Food.html> and clicking on the "Temporary Food Permit" link.
 - Fill out all information entirely on the application.

- Pay the Temporary Food Permit Fee \$50.00.**
 - Please make check payable to "The City of Taunton" and in the note section write in the event name and the name of the company if not already noted on the check.
 - *If currently permitted with the Taunton Board of Health, the fee is waived.*

- Provide copies of a Massachusetts Food Protection Manager and Massachusetts Allergen Awareness Certificate. *****Out of State Certifications are not accepted.****

- **DO NOT have a current MA Food Protection Manager and MA Allergen Awareness Certificate?**
 - You can stop by the Taunton Board of Health to get information on where you can obtain these certifications or you can go to the following websites:

MA Food Protection Manager Vendors:
<http://www.mass.gov/eohhs/docs/dph/environmental/foodsafety/food-safety-exam-trainers.pdf>

MA Allergen Awareness Vendors:
<http://www.mass.gov/eohhs/docs/dph/environmental/foodsafety/allergen-awareness-vendors.pdf>

- Are you an Ice Cream Truck? Additional documentation is required:**
 - Cori Background Check
 - Hawker's & Peddler's License

- Review the "Are you Ready?" sheet within the Temporary Food Establishment Packet to ensure all the items noted are ready on site for the event.**

- Contact the Taunton Board of Health at 508-821-1400 to set-up a day and time prior to serving to the public.**
 - This is to ensure all is okay to serve and issue your permit.



Taunton Board of Health

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 to the Taunton Board of Health a minimum of **30 days prior to the event.**

FOOD & UTENSIL STORAGE AND HANDLING

- Dry Storage** Keep all food, equipment, utensils and single service items stored above the floor/ground on pallets or shelving, and protected from contamination.
- Cold Storage** Use refrigeration units or insulated containers (Replenishing ice as needed) to keep potentially hazardous foods at or below 41°F.
- Hot Storage** Use hot food storage units when necessary to keep potentially hazardous foods at or above 140°F.
- Thermometers** Use a food thermometer to check temperatures of both hot and cold potentially hazardous foods. *** You must stock a stem thermometer to ensure hot and cold holding temperatures during the temporary event.**
- Food Display** Protect food from customer handling, coughing, or sneezing by wrapping, sneeze guards or other effective barriers.
- Consumer Advisory & Allergen Awareness** Post-consumer advisories for raw or undercooked animal foods, if you will be serving meat, fish, poultry or eggs cooked to order at the vent. Also be sure to post allergen awareness signage and if serving baked goods made at home, place signage that states not inspected or regulated by the board of health. ***Please request signage at the Board of Health if you do not have any of the above noted.**
- Food Preparation**

Food employees must use utensils (with long handles), disposable deli tissue, or disposable non-latex gloves 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. ***Potentially hazardous foods and perishable items may not be prepared in residential kitchens, these items must be prepared onsite or in a Board of Health permitted food establishment.**

PERSONNEL

- Person in Charge** There must be one designated person in charge at all times responsible for compliance with the regulations. You must submit a copy of your MA Food Protection Manager and MA Allergen Trained Certificates with your application. ***For more information on the food protection manager and MA Allergen trained certificates please contact the Board of Health office.**
- Handwashing** A minimum 2-gallon insulated container with a spigot, basin, liquid hand soap and disposable towels shall be provided for handwashing. The container shall be filled with warm water 110° to 130°F. A handwashing sign must be posted. **(*if running water not available.)**

Health

The person-in-charge must tell food employees that if they are experiencing vomiting and/or diarrhea, or have been diagnosed with a disease transmissible through food, they cannot work with food or clean equipment and utensils. *It is recommended to not work with food if infected cuts and lesions are present on fingers or hands.

Hygiene

Food employees must have clean outer garments and effective hair restraints. Tobacco usage and eating are not permitted by food employees in the food preparation and service areas.

CLEANING AND SANITIZING

Warewashing

A minimum of three basins, large enough for complete immersion of utensils and a means to heat water are required to wash, rinse and sanitize food preparation equipment that will be used on a production basis.

The board of health may require additional sets of utensils if warewashing sinks are not easily accessible.

Sanitizing

Use chlorine bleach or other approved sanitizers for sanitizing food contact surfaces, equipment and wiping cloths. * *Test Strips must be made available and used.*

Wiping Cloths

Store wet wiping cloths in a clean 50ppm – 200ppm chlorine solution. Change frequently.

WATER

Water Supply

An adequate supply of potable water shall be on site and obtained from an approved source. Water storage at the booth shall be in approved storage containers.

Wastewater Disposal

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

PREMISES

Floors

Unless otherwise approved, floors shall be constructed of sealed, tight wood, asphalt, or other cleanable material.

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 containers inside and outside the booth.

Restrooms

Provide an adequate number of approved toilet and handwashing 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 warewashing areas.



FAQ's on Temporary Food Establishments:

What is the difference between a Private and a Public Event?

- **Private Event:** An event that is for members only, no invited guests, and is not advertised. (*i.e. Club Association Members Only Dinner, Birthday Party, Baby Shower*)
- **Public Event:** An event that is advertised with fliers, banners, newspaper articles, radio or TV announcements, or by other means, and is subject to the health code requirements of the local Board of Health. (*i.e. Meat-on-a-stick, Downtown Movie Night, Bike Run, Educational / Awareness Events*)

Public Food Establishments / Events ...What food can I serve?

- Depending on your menu and set-up of your cart, booth, and/or mobile food service establishment there may be limitations on what you can and cannot serve. Speak to the local Board of Health further on this matter.
- For Public Events no preparation or serving of foods made within a residential home is allowed (*unless properly permitted with a Residential Food permit through the Board of Health.*) Commercially made foods and/or preparation within a permitted food service establishment are allowed.

Why do I have to pay a \$50.00 fee for a Temporary Event?

- The \$50.00 fee is for the local Board of Health to review the application, conduct an inspection, and issue a Temporary Food Permit.
- If you currently **do not** have a food service establishment permit with the City of Taunton Board of Health you must pay the \$50.00 to get a temporary permit.
- If your establishment currently **does** have a food service establishment permit with the City of Taunton Board of Health, you do not have to pay the \$50.00 fee.

Why can't I bring food from home for a public event?

- Food cannot be made in a private home setting and served to the public because home based kitchens are not inspected or licensed with the board of health. (**Licensed Residential Kitchens are exempt from this.*) There is no way to ensure the equipment, food contact surfaces, food storage areas or product used within your home comply with regulation standards.

Non-Profit Organizations...Are they Exempt?

- Certain organizations may also presume they are exempt from the local Board of Health regulations because of their non-profit status. Non-Profit organizations (*i.e. soup kitchens, food donations for charity*) are not exempt. Neighborhood bake sales may be exempt from these regulations but require signage to alert the public that they are made in a private home and not inspected or regulated by the board of health. (**NOTE: The Board of Health has this sign; if needed.*) ***Items are limited to non-potentially hazardous foods (non-PHF), such as baked goods and confectionaries. Potentially hazardous foods (PHF) such as cream-filled pastries, cheesecake, custard and other foods which can support the growth of disease-causing bacteria are strictly prohibited.**