

## **MOBILE FOOD SERVICE OPERATION GUIDELINES**

### **I. Licensing of Mobile Food Service Operations**

#### **A. What is a Mobile Food Service Operation?**

1. To be defined as a Mobile Food Service Operation in Ohio, all of the three following criteria must be met:
  - a. It is operated from a mobile vehicle, portable structure, or watercraft.
  - b. It routinely changes location.
  - c. It does not remain at any one location for more than forty (40) consecutive days.
2. If any one of the above criteria is not met, the operation must be licensed in a different food service category.

#### **B. When and Where to Obtain a License**

1. **An operator of a mobile unit may renew their license before the first day of operation during a new licensing year. Failure to obtain the license by the first day of operation will result in a penalty of twenty-five percent (25%) of the local licensing fee. Contact the health department for an opening inspection prior to your first event.**
2. The Mobile Food Service Operation is to be licensed by the health district in which the business headquarters are located.
  - a. If the headquarters are located outside of the state of Ohio, the application for the license is to be made in the health district where the applicant will first operate in Ohio.
  - b. If the mobile unit is housed outside of the licensor's district, it is the operator's responsibility to make it available for inspection with the licensor's district prior to its first operation.
3. If an unlicensed Mobile Food Service Operation is present at an event, the operator must return immediately to the health district where the business headquarters are located to apply for the proper license.
  - a. If this is not possible (e.g. on weekends), the health district where the event takes place may issue a temporary license for a maximum of five (5) days.

- b. The local health district issuing the temporary license may also notify the health district where the license should originate to ensure that a late charge is imposed when the mobile food service license is issued.

### **C. Other Licensing Requirements**

1. Each Mobile Food Service Operation is required to have a separate license. On the back of the license, the licensor (health district) must post the operations layout, equipment, and menu. The licensor may also record on the license, restrictions limiting the types of food which may be prepared or served, based on the equipment present.
2. Supply trucks, refrigerators, etc., are also subject to inspection and/or approval.

### **D. Inspections**

1. At least one complete, standard inspection must be conducted each licensing period. Additionally, each health district where an event is held may conduct unlimited inspections during the course of operation. Copies of these inspection reports will be forwarded to the health district issuing the license, and could be utilized to revoke a license.

### **E. License Suspension and /or Revocation**

1. A food service license may be suspended or revoked for any violation of the Ohio Food Service Operation Laws and Rules.
  - a. The operator will be given written notice specifying each violation, and a reasonable time to make the required corrections.
  - b. If a violation results an immediate danger to public health, the license may be suspended without giving written notice or an opportunity to make corrections.
  - c. The operator may appeal the suspension to the local district Board of Health.
  - d. The Board of Health may revoke a license after a hearing has been convened.

### **F. License Fees**

1. The fees for issuing and renewing Mobile Food Service Operation licenses are determined and established by each local Board of Health based upon a cost analysis basis.

### **G. Approval of Equipment**

1. Plans, specifications, and a menu for all new or extensively altered Mobile Food Service Operations must be submitted to and approved by the health district which issues the license. Contact your local health district for more details.

## **II. Sanitation Requirements**

### **A. Food**

1. All foods must be free from contamination and spoilage, and obtained from sources which comply with the laws. Under no circumstances can food products be prepared at home.
2. Unless a food's identity is unmistakable, bulk foods must be stored in labeled containers.

### **B. Food Protection**

1. Time/temperature controlled for safety (TCS) food is defined as a food that requires time/temperature control for safety to limit pathogenic microorganism growth or toxin formation. This includes but is not limited to, any food that consists in whole or in part of milk or milk products, eggs, meat, poultry, shellfish, edible crustacean, tofu, baked or boiled potatoes, cooked rice, cooked beans, seed sprouts, cut tomatoes, or other ingredients, including synthetic ingredients, in a form capable of supporting rapid and progressive growth of infectious or toxigenic microorganisms. The term does not include foods which have a pH level of 4.6 or below, or a water activity value of 0.85 or less.
2. Temperature requirements for TCS food.
  - a. All TCS food must be stored, displayed, and transported while keeping the food at cold temperatures of **41°F** or below, or at hot temperatures of **135°F** or above to reduce the multiplication of bacteria.
  - b. No TCS foods may be stored in an ice filled chest.
  - c. All TCS foods must be thoroughly cooked to an internal temperature as follows:

**INTERNAL FOOD TEMPERATURES REQUIRED FOR COOKING OF FOOD PRODUCTS**

<b>INTERNAL TEMPERATURE (°F)</b>	<b>FOOD PRODUCT</b>
165°F or above	Poultry, or any stuffed poultry, fish, meat, or pasta
155°F or above	Pork, ground or chopped fish and meats, injected meats unpasteurized eggs.
145°F or above	All other raw potentially hazardous foods.

- d. A TCS food which is precooked and refrigerated or frozen must be rapidly re-heated to an internal temperature of 165°F, or per manufacturer’s instructions.
- e. TCS foods which are frozen may be thawed only in one of the following methods:

**APPROVED THAWING METHODS**

<p>Food product kept in a refrigerator unit.          Food product kept under cold running water of sufficient velocity          In microwave only when immediate continuous cooking will occur          As part of an ongoing cooking process.</p>
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- f. Each refrigeration unit must have a thermometer to measure the air temperature to ensure that it can maintain a temperature of 41°F or below. The Mobile Food service Operation also must have a metal stem-type numerically scaled thermometer to ensure proper internal cooking, holding, and refrigeration temperatures of all potentially hazardous foods.

**2. Storage, Preparation, Display, and Transportation**

- a. At all times food must be protected from contamination, stored in clean, covered, approved containers and stored a minimum of six inches (6”) above the floor or the ground.
- b. Food must be protected from cross contamination by separating raw meats, fish, poultry, and eggs from other raw or ready to eat food.
- c. Foods may not be stored in the same ice that is served to customers.
- d. Packaged food may not be stored in contact with water or undrained ice.
- e. Foods must be prepared and served with the least manual contact, in or on utensils and surfaces which have been washed, rinsed, and sanitized prior to use.
- f. All raw fruits (e.g. lemons) and vegetables (e.g. potatoes, onions, peppers) must be thoroughly washed before cooking and serving.
- g. Dispensing utensils must be used in one of the following methods: stored in food, stored clean and dry, stored in *running* water (dipper well)

- h. Food on display must be protected from consumer contamination through the use of packaging, protection display cases, or food shields.

### **C. Personnel**

1. No one may work in the Mobile Food Service Operation while infected with a disease in a communicable form that can be transmitted in food, or work with a boil, infected wound, or an acute respiratory infection.
2. Food handlers must wash their hands before returning to work as often as necessary to keep them clean. Food handlers must wash their hands after: smoking, eating, drinking, handling money, and using restroom facilities.
3. No employee is permitted to use tobacco products in any form in the mobile unit.
4. All employees' clothing must be clean, and their hair clean, neat, and under control. Hairnets and/or ball caps are now required.
5. Personal belongings and clothing (purses, jackets, etc.) must be stored in a manner so as not to contaminate any foods, clean utensils, or single service items.
6. A licensee, or a person responsible for the operation of the mobile unit, must be familiar with all aspects of the operation of the facility and be able to explain the method of sanitizing, location of test kits, etc. This person must be on the premises of the event at all times.

### **D. Equipment**

1. Food contact surfaces
  - a. Equipment must be commercial and NSF approved. All multi-use equipment and utensils must be made of safe, durable, corrosion resistant materials, free of cracks, chips, and be smooth and easily cleanable.
  - b. Food may not be stored in garbage bags.
  - c. Single use containers may not be reused (e.g. #10 cans, crinkled aluminum pie pans, bread wrappers, plastic jugs with difficult to clean interiors, etc.)
  - d. Drainage or drainage tubes from dispensing units must not pass through the ice making machine or the ice storage bins.
2. Manual cleaning
  - a. All utensils and other food contact surfaces must be washed, rinsed, and sanitized on site in a stainless steel NSF approved three compartment sink as follows:

**PROPER MANUAL DISH WASHING PROCEDURES**
  
**THREE COMPARTMENT SINK**

BASIN #1 WASH SINK	BASIN #2 RINSE SINK	BASIN #3 SANITIZING SINK
Use clean, warm water and add extra detergent as necessary	Use clean, clear, warm water	Sanitize with chlorine bleach* for one minute using at least 50 ppm at a minimum temperature of 75°F.

\* USE OF ANOTHER APPROVED CHEMICAL SANITIZER

1. Iodine at 12.5-25 ppm may be used. Test kit needed to verify concentration.
  2. Quaternary ammonia at 200 ppm or as indicated in manufacturers instructions.
  3. Another approved chemical sanitizer equal to the same bactericidal effect (at least 50 ppm of available chlorine may be used)
- \*\*\* Scented bleach is prohibited.

- b. An approved test kit must be available to test the concentration of the sanitizer used, for the three compartment sink.
  
3. Wiping cloths
  - a. Cloths for wiping food spills on kitchenware and food contact surfaces should be clean, used for no other purpose, and frequently rinsed in sanitizing solution.
  - b. Wiping cloths must be stored in a container of sanitizing solution between uses.
  
4. Cleaning frequency
  - a. The food contact surface must be cleaned, and sanitized prior to serving, at intervals throughout the day, and at closing each night.
  - b. Non-food contact surfaces must be cleaned as often as necessary to keep the equipment free of dust, dirt, food particles, etc.
  
5. Storage and handling of equipment
  - a. Cleaned and sanitized equipment and utensils must be air dried or stored in a self-draining position.
  - b. Cleaned and sanitized equipment and single service items must be handled and stored in a way that protects them from contamination, at least 6 inches (6”) above the floor.
  - c. Unwrapped eating utensils must be arranged to present the handle, rather than the eating portion, to the consumer.

6. Heat treatment dispensing freezers
  - a. Special requirements apply.
  - b. Contact your local health district for details

### **E. Water Supply**

1. The water supply must be adequate and of safe, sanitary quality.
  - a. The water supply for hand washing, cleaning of utensils and fixtures must have hot and cold water provided under pressure.
  - b. The water supply for the general conduct of the Food Service Operation must have hot and cold water provided under pressure.
2. Bottled and packaged potable water must be obtained from a source that complies with applicable laws.
  - a. Bottled and packaged potable water must be handled and stored in a way that protects it from contamination.
  - b. Bottled and packaged potable water must be dispensed from the original container

### **F. Sewage Disposal**

1. All liquid wastes must be properly disposed of in a public sanitary sewer system, or another approved method of sewage disposal.
  - a. The waste line hose must be black or a color other than clear or white.
  - b. A sewage holding tank must be sized fifteen per cent larger in capacity than the water supply tank.
  - c. At no time are wastes permitted to flow into a waterway or on the ground.

### **G. Plumbing**

1. The water supply system and carbonated beverage lines must be provided with a backflow prevention device or vacuum breaker
  - a. A.S.S.E. 1024 must be installed in the mobile unit on the cold water line.
  - b. The minimum device permitted on the water supply is A.S.S.E. 1012 or 1024 (refer to the Backflow Application Chart.)

BACKFLOW APPLICATION CHART

DEVICE TYPE AND PURPOSE	DESCRIPTION	INSTALLED AT	EXAMPLES OF INSTALLATIONS	A.S.S.E. APPLICABLE STANDARDS
Dual Check Valve Assembly  For low hazard cross connections	Two independent check valves, supplied with inlet union and optional strainer.	Cross connections subject to back pressure where there is a low potential hazard or nuisance. Continuous pressure.	Residential Water Services  Individual Outlets	A.S.S.E. #1024  Sizes ½”-1”
Backflow Preventer with Intermediate Atmospheric Vent  For low hazard cross connections in small pipe sizes	Two independent check valves with an intermediate vacuum breaker and relief valve. Supplied with inlet and outlet unions and integral strainer.	Cross connections subject to backpressure and back siphonage where there is a low hazard. Continuous pressure.	Residential Boilers Cooling Towers Dairy Equipment Photo Laboratory Equipment Residential	A.S.S.E. #1012  Sizes ½”-3/4”
Backflow Preventer with Intermediate Atmospheric Vent.  For low hazard cross connections in small pipe sizes.	Special Model for Carbonated Beverage Machines	To prevent backflow of carbon dioxide gas and carbonated water into the water supply system to vending machines	Carbonated Vending Machines	Special Approvals

**\* It is important to note that A.S.S.E. 1011 is not designed for continuous service and is therefore not acceptable.**

- The water supply coming into the unit must use an approved food grade hose. The supply line must be clear or white.

**H. Hand Washing and Toilet Facilities**

- Every mobile unit must have a sink used only for hand washing. Dirty hands may not be washed in sinks used for the preparation of food or the cleaning and sanitizing of utensils.
- The hand washing sink must be provided with soap and single use paper towels in a dispenser to prevent contamination. These items must be accessible at all times.
- Mobile Food Service Operations must be located within a reasonable distance from public toilets or other toilets which are properly maintained and are available for use by the employees.

**I. Garbage and Refuse Disposal**

- Garbage and refuse must be kept in durable, cleanable, insect, and rodent proof containers that do not leak or absorb liquids.



- a. The containers must be provided with tight fitting lids or covers, and kept covered when not in use.
  - b. There must be a sufficient number of containers to hold all of the garbage and refuse that accumulates.
2. Cardboard or other packaging materials not containing garbage or food wastes must be stored in a manner that does not create a nuisance.

#### **J. Insect, Rodent, and Animal Control**

1. Effective measures intended to minimize the presence of rodents, flies, cockroaches, insects, and other animals must be utilized.
  - a. The mobile unite must be kept in such a condition as to provide a source of food, insects, rodents, or other animals.
  - b. Live animals must be excluded from the mobile unit.

#### **K. Floors, Walls, and Ceilings**

1. Floors, walls, and ceilings must be constructed of a smooth, durable, non-absorbent material which is maintained in good repair and kept clean.
  - a. Carpeting is prohibited.
  - b. Mats must be of non-absorbent, grease resistant materials which are easily cleanable.
3. Walls and ceilings must be maintained in good repair and kept clean.
  - a. Light fixtures, ventilation covers, wall mounted fans, and similar equipment attached to walls and ceilings must be easily cleanable, and maintained clean and in good repair.
  - b. Wall and ceiling covering materials must be attached and sealed to allow for easy cleaning.

#### **L. Lighting**

1. Permanently fixed artificial light sources must be installed to provide at least 50 foot-candles of light on all food preparation surfaces, and at equipment or utensil washing work levels.
2. Shielding or shatter resistant bulbs to protect against broken glass falling into the food must be provided for all artificial lighting fixtures.

### **M. Ventilation**

1. All mobile units must have sufficient ventilation to keep them free of excessive heat, steam, condensation, vapors, obnoxious odor, smoke, and fumes.

### **N. Poisonous and Toxic Materials**

3. Only toxic materials necessary for maintaining the operation, cleaning and sanitizing utensils, and controlling insects and rodents may be present in the mobile unit.
  - a. All such materials must be kept in their original containers, or in containers prominently and distinctly labeled for easy identification of contents.
  - b. These materials may not be stored above or immediately adjacent to food, food equipment, utensils, or single service articles.
4. Poisonous or toxic materials may not be used in a way that contaminates food, equipment, utensils, or in a way that constitutes a hazard to employees or other persons, or in any way other than in full compliance with the manufacturers' label.

### **O. Miscellaneous**

1. Personal medications may not be stored in food storage, preparation, or service areas.
2. First aid supplies must be stored in a way as not to contaminate food and food contact surfaces.
3. Food Services Operations and all parts of the property used in connection with the operation must be kept free of litter.
4. Only articles necessary for the operation and maintenance of the Mobile Food Service Operation may be stored on the premises.
5. Pressurized tanks must be chained or secured to the wall or to fixed equipment.
6. No portion of a Mobile Food Service Operation may be used as living or sleeping quarters.