

GUIDELINE FOR THE OPERATION OF TEMPORARY FOOD AND DRINK CONCESSIONS

These guidelines are for concession operators who serve or sell food or drinks for immediate public consumption **six or less days per calendar year**. This application is also to be completed by Public Eating Establishment operators who serve or sell food away from the restaurant at special events **six or less days per calendar year**.

Operators who wish to serve or sell food to the public in the Regina Qu'Appelle Health Region must obtain either:

- a Public Eating Establishment license, the same as any restaurant operating in Saskatchewan; or
- a Mobile Food Service Unit license.

Examples of events where concession operators require Temporary Food Service Licenses includes but is not limited to:

- Bazaar
- Waskimo
- Pile of Bones
- Teddy Bear Bash
- Dragon Boat Races
- Folk Festival
- Children's Festival
- Mosaic
- Cathedral Arts Festival
- Canada Day
- Discover Us
- Flat Land Festival
- 100 Mile Mall
- Town celebrations and special events

If these units are operated **seven or more days**, the operator is to follow Regina Qu'Appelle Health Region's "Guideline for Mobile Food Service Units". A copy of this guideline may be obtained from the district Public Health Inspector. The unit will be licensed as a Mobile Food Service Unit and not as a Temporary Food Service outlet. If the Mobile Food Service Unit has a current "This Vehicle Has Been Approved" licence, the operator does not need a temporary food service license.

Concessions at the Regina Exhibition are to follow the “Recommended Guidelines for Traveling Food Concessions”. A copy may be obtained from the district Public Health Inspector.

Note: Licences are only needed when food is served or sold to the public.

For private events such as weddings, anniversaries and birthdays where food is only provided to family and friends and for workplace parties, sport team windups, private club functions where food is only provided to coworkers, team members, club members and their immediate families and guests, licences are not needed. If food safety information for a private event is needed, the organizer may call the district Public Health Inspector. Contact information is given on the last page of this guideline.

I. Definitions

1. “**Approved**” shall mean approved by a Public Health Inspector employed by the Regina Qu'Appelle Health Region, Population and Public Health Services.
2. “**Potentially Hazardous Food**” means any food that consists in whole or part of milk or milk products, eggs, meat, poultry, fish, shellfish, edible crustacea or ingredients including synthetic ingredients in a form capable of supporting rapid and progressive growth of infectious or toxigenic micro-organisms but does not include foods that have a pH level of 4.6 or less or a water activity (a_w) value of 0.85 or less.
3. “**Single Service Tableware**” means cups, containers, lids, closures, plates, knives, forks, spoons, stirrers, straws, napkins, wrapping materials and toothpicks which are designed to be used only once and includes paper, styrofoam, wooden, plastic and aluminum foil utensils.
4. “**Food Contact Surfaces**” means the surface of equipment or utensils that come in direct contact with food; for example, the bowl of a spoon, the prongs of a fork and the inside of a bowl.
5. “**Potable Water**” means water that is safe to drink.
6. “**Sanitizing**” means bactericidal treatment by a process that provides enough accumulative heat or concentration of chemicals for a sufficient length of time to reduce the bacteria count on utensils and equipment to an acceptable level.

II. Types of Food Allowed

1. The foods listed below may be served or sold from a Temporary Food and Drink Concession:
 - prepackaged ice cream or frozen dessert products
 - hot dogs
 - prepackaged candies, chocolate bars, chips

- soft drinks and coffee
- 2. Other ready-to-eat foods that are easy to handle with tongs, other utensils or serviettes (no direct hand contact allowed) may be sold if approved by the district Public Health Inspector.
- 3. **Foods that contain raw meat or other ingredients that often contain pathogens (micro-organisms) that cause foodborne illnesses are not to be stored, cooked or sold from a Temporary Food and Drink Concession.**

III. Food Preparation

1. Food provided for the public must not be prepared in a private home. It can be prepared in a licensed Public Eating Establishment or in an inspected food processing facility.
2. Minimize food handling as much as possible. For example, purchase potato or pasta salads prepared at the supermarket rather than preparing this type of food item at the food concession. Foods that require extensive handling must be prepared in a public eating establishment or inspected food processing facility.
3. Prepare food items in small quantities and store food in small containers.
4. All foods must be from Provincially or Federally approved sources.
5. For Regina events, only Federally inspected meat may be served or sold. For rural areas meat may come from a federally inspected plant or from other approved sources.

IV. Food Protection

1. Food must be protected from contamination.
2. Food must be displayed and stored in a manner that will protect it from handling by the public, dust, dirt, rain, insects, rodents, other types of animal and other contaminants.
3. Unwrapped foods shall be stored in display cases, cabinets or in other types of containers.
4. All pre-packaged food must be individually labeled with the name and address of the company which packaged it or the facility where it was packaged.
5. Customer self-service of foods is prohibited unless the food is individually prepackaged to prevent contamination. Condiments such as ketchup, mustard and relish may be served from squeeze bottles.
6. Food items, dishes and utensils are not to be stored on the floor or ground and

must be protected from contamination. Normally items should be at least 15 cm (6 inches) off the floor.

7. Food service workers are not to touch ready-to-eat foods with bare hands, rather they are to use tongs, serviettes or gloves.

V. **Temperature Control**

1. During transportation all potentially hazardous foods must be kept at 4°C (40°F) or less, or 60°C (140°F) or greater.
2. Frozen foods must be thawed at a temperature of 4°C (40°F) or less or be cooked from the frozen state.
3. All potentially hazardous foods must be stored and displayed at 4°C (40°F) or less or at 160°C (140°F) or greater.
4. When refrigeration units or picnic coolers are used to keep foods cold an accurate thermometer is needed to record the temperatures. If power is used for refrigerators and freezers, it is advisable to have a source of ice or gel packs for back up. Occasionally the power goes down when a large number of concessions are using power from one source.
5. Foods that have been previously cooked are to be reheated to a temperature of at least 74°C (165°F) before they are served or sold. It is safer to serve cooked foods immediately, rather than hot holding it. Because crock pots, steam tables and other hot holding devices do not raise food temperatures quickly, they are not to be used for reheating foods; rather foods are to be reheated quickly by using equipment such as a barbeque. Then they can held hot in pre-heated crock pots, steam tables or other hot holding devices.
6. If foods are reheated and/or held hot, a probe thermometer must be available to ensure correct temperatures.

VI. **Foodhandlers**

1. It is recommended that at least one person from each Temporary Food and Drink Concession completes a safe foodhandling course approved by Regina Qu'Appelle Health Region staff.
2. All food service workers must wash their hands at the beginning of the shift, after using the washroom, after smoking, coughing or sneezing, and after handling raw foods, money or any other object that might contaminate their hands. If food service workers wear gloves they must wash their hands before they put the gloves on and when the gloves are removed. They must also wash the gloves or change gloves each time they handle something that is contaminated.

3. It is recommended that one worker handle money and other workers handle food.
4. Food service workers must be free from infected sores or wounds and be free from communicable diseases that can be transmitted through foods. Workers experiencing vomiting and/or diarrhea shall not handle food.
5. Food service workers are to be clean in their habits and person and are to practice good personal hygiene.
6. All foodhandlers shall be dressed in clean clothing and are to wear full length aprons.
7. Proper hair control must be practiced. Food service workers can put their hair back with elastics or wear caps, hats or hair nets.
8. Food service workers are not to smoke in the concession area, or while preparing or serving the food.

VII. Water

1. Hand Washing Station

Hand washing station(s) shall be designed so that food service workers can wash their hands under running potable water. Several camping water jugs with valves or spigots that hold at least five (5) gallons of potable water would be acceptable. The container for clean potable water could be placed on a table and the bucket to collect the waste water could be set on the floor or ground.

Each hand washing station must be supplied with liquid soap and paper towels.

If high volumes of potentially hazardous foods are being handled or prepared, an onsite prefabricated temporary hand wash station may be required.

2. Tableware, Equipment and Utensil Washing

If single service tableware is used, reusable equipment and utensils may be washed with hot water and dish soap in a sink or basin. The items are then to be rinsed with clear water. Next the items are to be sanitized in a sink or basin. A proper method for heating the dish water must be provided.

If reusable tableware is used, tableware, equipment and utensils are to be washed, rinsed and sanitized using the three compartment sink method. The items are to be washed with water and soap in the first sink, rinsed with clean water in the second sink and sanitized in the third sink by soaking for two minutes.

If household bleach (chlorine) is used add 4 ml of bleach to one litre of water (one ounce of bleach to one gallon of water). Quaternary ammonium or iodine can also be used. Follow instructions on the label.

3. Wiping Cloths

A separate bucket of sanitizer must be present to rinse and store wiping cloths. These are to be used on table tops, counters and so forth. Four ml of household bleach per one litre of water (one ounce of bleach per gallon of water) is to be used. This solution is to be changed frequently throughout the day especially during hot weather.

VIII. Disposal of all Waste Water

All waste water must be drained directly into a sanitary sewer or into an approved waste water holding tank. It is not to be dumped on the ground or into a storm sewer.

IX. Dishes, Equipment and Utensils

Dishes, equipment and utensils shall be smooth, impervious to moisture, in good repair and easily cleaned. Single service dishes and cutlery are preferred.

X. Storage of Dishes, Equipment and Utensils

All dishes, equipment and utensils are to be stored so as to prevent contamination.

XI. Construction and Layout of the Concession

1. The construction of a Temporary Food and Drink Concession will be depend on the type of food to be served or sold. For example, is the food prepackaged or not, potentially hazardous or not.
2. The construction features must be approved by a Public Health Inspector.
 - a) For concessions designed to be reused the following apply:
 - walls, floors and ceiling shall be smooth, impervious to moisture, in good repair and easily cleaned.
 - tents or canvass enclosures are acceptable.
3. Cooking equipment such as grills, deep fryers, corn-on-the-cob cookers, or any other cooking or serving equipment must be set up in a manner to protect employees and the general public from burns.

XII. Garbage

1. The immediate vicinity must be cleaned up regularly and when the function is completed.

2. Lined garbage containers with sturdy plastic bags.
3. Garbage containers must be supplied in the concession area for public use and must be emptied once the function is completed.

XIII. Enforcement

1. The operation privileges of any Temporary Food and Drink Concession may be terminated if the Temporary Food and Drink Concession operator fails to meet the requirements of this guideline or any Provincial or Federal Regulations, or a bylaw governing the health of the public.
2. The operator shall ensure all individuals involved in the operation of the Temporary Food and Drink Concession conform to these guidelines.

XIV. Licence and Public Health Stickers

The application must be submitted to the Public Health Inspector at least 14 days before the event, or as required by the Public Health Inspector. Late applications may not be approved. After the Public Health Inspector approves the application, he or she will give the operator a licence. Post the licence in a conspicuous place in the concession.

Also post any stickers that apply to the concession in a place where food service workers can see them. Some stickers that might apply are:

- "Wash your hands"
- "All foods in this Refrigerator must be covered and kept below 4°C (40°F)"
- "No Smoking when Preparing or Serving Food"
- "Dishwashing requires Three Steps"

Regina and Rural area around Regina	Fort Qu'Appelle and Area	Grenfell and Area
Population and Public Health Services Environmental Health 2 nd Floor – 2110 Hamilton St. Regina, SK S4P 2E3 Phone: 766-7755 (Regina) Phone: 766-7705 (Rural Area Around Regina) Fax: 766-7730	Public Health Inspector Fort Qu'Appelle 178 Boundary Ave. N. Fort Qu'Appelle, SK S0G 1S0 Phone: 332-3312 Fax: 332-1226	Public Health Inspector Indian Head Hospital 300 Hospital Street Indian Head, SK S0G 2K0 Phone: 695-5232 Fax: 695-2252

Note: The Public Health Inspector for the community of Indian Head is located in the Regina Office. The Public Health Inspector located in the Indian Head Office covers the Grenfell area.