

CITY OF ROCK ISLAND
INSPECTION DEPARTMENT
1528 3RD AVENUE
(309) 732-2915

GUIDELINES FOR TEMPORARY FOOD STANDS

- 1) **Thermometers:** Provide an adequate supply of thermometers to check refrigeration and food temperatures. Metal stem type thermometers shall be provided. Metal stem thermometers can be found at any restaurant supply store and can be used to monitor the refrigeration temperature, internal food temperature, and final cooking temperature. Be sure to sanitize the probe between uses by wiping with an alcohol swab or immersing in a sanitizer.
- 2) **Dispensing Utensils:** Be sure to have enough scoops, tongs, ladles to serve food and ice. Never use bare hands or allow customer to use hands to serve food. It is important to avoid hand contact with ready-to-eat foods whenever possible. If you use plastic gloves, check often for holes and change whenever they are soiled or after handling raw food product.
- 3) **Single-service Articles:** Use only single-service (disposable) plates, forks, spoons, napkins, etc. for food service. Keep all of these articles covered and up off the ground until used. When dispensing forks and other utensils, position them so that only the handles are exposed. That way the food contact surfaces are protected from possible contamination. Reuse is strictly prohibited. Single-service articles shall be passed-out by personnel or be stored in dispensers for customer self-service.
- 4) **Source of food:** All food served must be from an approved source. No home-prepared foods are permitted at any time. When planning your menu, choose items requiring minimal preparation. Your best choices are cook to order items such as: hamburgers, hot dogs, tenderloins, sausages, pre packaged foods, etc. Never place food directly on ground- store 6 inches above ground level.
- 5) **Sanitizer and utensil washing technique:** To wash all utensils, pots, pans, or other food service articles, use the following sequence. 1) detergent wash. 2) clean water rinse. 3) sanitizing rinse. 4) air dry only. For sanitizer, there are several commercial products available. Follow label directions carefully. Household bleach (ex. Clorox) can also be used by adding 2 teaspoons per gallon of water. You may use clean plastic buckets or pans for utensil washing. These containers must be large enough to immerse the utensils to be cleaned. Warm water shall be used. Utensils shall be cleaned and sanitized after main use periods or at several hour intervals. Wiping cloths shall be stored in a sanitizing (bleach/water) solution and kept clean.
- 6) **Covered refuse:** Use garbage cans with tight fitting lids; be sure to plan or provide

for adequate pickup or disposal to prevent an accumulation of garbage. Plastic bags used to line the cans are recommended. Keep any open containers, provided for the public use, located some distance from the operation.

- 7) **Personal hygiene/handwashing:** No smoking, eating, or drinking is permitted while working in the food service operation. Handwashing shall be done diligently and frequently, especially after going to the restroom, or after handling contaminated or soiled surfaces. Warm water, soap, and disposable towels are to be provided. A dispenser with a spigot will meet the minimum requirements. A liquid pump soap is ideal. Keep paper towels handy and change water frequently.
- 8) **Dispensing condiments:** Your best and most convenient choice is individual packets. An acceptable solution is pump or squeeze bottles. Do not allow customers to help themselves from open jars or containers. Onions, relishes, etc. should be applied by the food preparer to the customers order rather than allowing the customer to help themselves. Onions and relishes should be kept in an ice bath and maintain a temperature below 41 degrees F.
- 9) **Food temperature/heating and cooling equipment:** Potentially hazardous food (milk products, eggs, meat, poultry, and fish) shall be maintained at temperatures of 41 degrees F or colder or at temperatures of 140 degrees F or warmer. These temperatures must be maintained at all times including storage, holding, and transporting operations.

Cooking temperatures:	Pork and Beef	155 degrees F
	Poultry	165 degrees F

Mechanical cooling units shall be utilized whenever possible. The use of ice to maintain temperatures below 41 degrees F is less preferable. When ice is used, food temperatures shall be closely monitored. Only purchased ice shall be used. Packaged food shall not be stored in direct contact with water or un-drained ice. If ice is used for consumption, then food product and other items cannot be stored in ice. The use of crock-pots for holding hot foods is discouraged. Non-commercial equipment often will take too long to reach a hot enough temperature to prevent bacterial growth. An acceptable alternative is the electric roaster unit which many organizations currently own or use. Keep a thermometer handy to check the food temperature on a regular basis. Some means shall be provided for heating water used in utensil and handwashing operations. It is important to keep food product covered and protected to avoid possible contamination.

- 10) **Water Supply:** Accessibility to a potable water supply is critical. You may want to purchase your own bottled water. If hoses are to be used to provide water, these hoses shall: 1) be approved for supplying potable water; many regular hoses can allow chemicals to leach out in hot water 2) be located in areas which do not allow the hose to be submerged in standing water and 3) be provided with approved backflow devices as required by local plumbing code.

CITY OF ROCK ISLAND TEMPORARY FOOD AND BEVERAGE PERMIT APPLICATION

VENDOR NAME OR ORGANIZATION: _____

ADDRESS: _____

TELEPHONE : (_____) _____

CONTACT PERSON: _____

EVENT: _____ EVENT DATES: _____ STARTING TIME: _____

MENU ITEMS:

- 1) POTENTIALLY HAZARDOUS FOODS MUST BE KEPT ABOVE 140 DEGREES OR BELOW 41 DEGREES FAHRENHEIT.
- 2) FOOD AND ICE DISPENSING UTENSILS STORED IN PRODUCT OR ON A CLEAN AND DRY SURFACE.
- 3) SINGLE SERVICE ITEMS PROTECTED FROM CONTAMINATION.
- 4) FOOD PROTECTED FROM CONTAMINATION (COVERED, STORED OFF FLOOR).
- 5) CLEAN CLOTHES AND HANDS, HAIR RESTRAINTS.
- 6) SMOKING PROHIBITED INSIDE STAND.

(FOR OFFICE USE ONLY)

FACILITY/ EQUIPMENT REQUIREMENTS

1) THERMOMETERS TO CHECK TEMPERATURE OF POTENTIALLY HAZARDOUS	Y	N	N/A
2) SCOOPS, TONGS, ETC. PROVIDED FOR DISPENSING ICE	Y	N	N/A
3) ONLY SINGLE SERVICE FLATWARE, PLATES, CUPS FOR PATRON USE	Y	N	N/A
4) FOOD OBTAINED FROM APPROVED SOURCES	Y	N	N/A
5) SANITIZING (BLEACH) SOLUTION FOR CLEAN-UP	Y	N	N/A
6) REFUSE CONTAINERS WITH COVERS	Y	N	N/A
7) HAND WASHING FACILITY, NO COMMON TOWELS	Y	N	N/A
8) INDIVIDUAL CONDIMENT PACKETS	Y	N	N/A
9) SCREENS, AWNINGS, TENTS AS REQUIRED	Y	N	N/A
10) HEATING & MECHANICAL COOLING EQUIPMENT	Y	N	N/A
11) SUPPLY OF SAFE WATER FOR COOKING AND CLEANING	Y	N	N/A

**TEMPORARY LICENSE FEE: \$35.00 OBTAINED MORE THAN (2) WORKING DAYS PRIOR TO EVENT
\$70.00 OBTAINED LESS THAN (2) WORKING DAYS PRIOR TO EVENT**

LICENSE #: _____

HEALTH INSPECTOR

DATE: _____

AMOUNT: _____

RECEIPT #: _____
001-000 321.32122

CHECK #: _____

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1528 3RD AVE, ROCK ISLAND, IL 61201 (309) 732-2915