



HENNEPIN COUNTY

MINNESOTA

Public Health



Itinerant Licensing (Short-Term Events)

Hennepin County Environmental Health

Licensing

<http://www.henne>

NON-HAZARDOUS FOODS—limited or no preparation
 The foods listed below would qualify the applicant for the Low
No HOME MADE foods. All must be purchased commercially.

Apples with caramel	Cookies/brownies/bars	Fudge
Beer	Cotton candy	Graham
Cake	crackers	Granola
Candy	Donuts—premade/bake-	Kettle
Chips	Fruit juice	Lemon
Cocoa	Fruit Pies	Mars
Coffee/tea/espresso	Fruit—whole	Nuts-

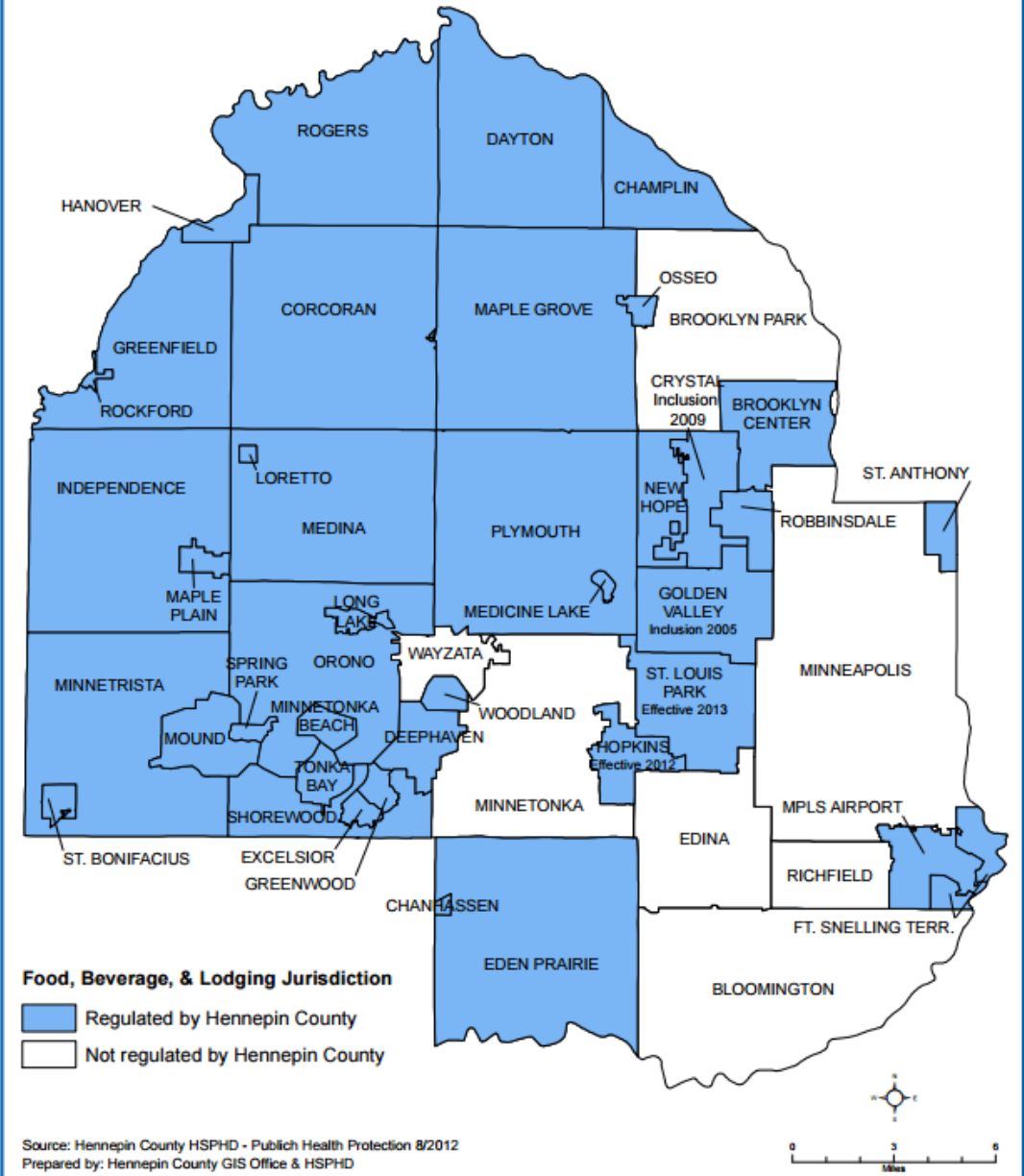
Potentially hazardous, but licensable as low:

Nachos	Pre-Pack Ice Cream	Pre-F
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- [Exemptions Webpage](#)

Food, Beverage, & Lodging Jurisdiction

Regulated by Hennepin County Environmental Health



Approval

- **Submit Application to Environmental Health Office**
- **Payment options- Cash, Check, or Credit Card**
 - **Do not fax or email payment information**
- **Inspector will call designated person in charge**
- **Any changes after approval must be re-approved**

License

- Mailed
- Emailed
- Must be posted on site
- Must designate a person in charge who will be present for the event

State of Minnesota **Hennepin** *County of Hennepin*

EPIDEMIOLOGY and ENVIRONMENTAL HEALTH
Human Services and Public Health Department
1011 South 1st Street, Suite 215
Hopkins, MN 55343-9413
612-543-5200
Fax: 952-351-5222

Contact:
Event:
Event Booth:
Location:

License No.:
Effective Date(s):
Expiration Date(s):

Is Hereby Licensed to Operate: **ITINERANT FOOD LICENSE** Approved by:
[Signature]
Manager

NON-TRANSFERABLE
Subject to the Ordinances Established by the Hennepin County Board of Commissioners

Self Inspection

- Must be completed by the Person in Charge
- Helps food handlers prepare for the inspection
- Must be completed and onsite for inspector to review
- Guidelines Fact Sheet

HENNEPIN COUNTY SHORT-TERM EVENT FOOD GUIDELINES

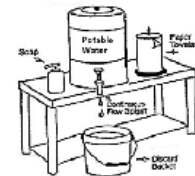
Failure to comply with the guidelines below can result in a citation, closure of food stand, and/or denial of future permits.

1. All vendors must complete the Self Inspection Checklist on site prior to opening food stand.
2. Post license in the sight of the public and provide Self Inspection Checklist to inspector upon request.
3. Provide a tent or canopy for the food stand. If at an event where the tent/canopy is on grass or dirt surface, you MUST provide flooring (mats, plywood, etc.) for the booth. In the event of adverse weather, three sides of stand must be covered or the stand must close.
4. Store all foods, beverages, ice, utensils and paper products at least six inches above the ground or floor. **Label chemicals** and store soap, sanitizer, insect sprays and chemicals away from food and food related items.
5. Prepare all food in a licensed commercial kitchen or onsite. Home prepared foods are **NOT ALLOWED**. Vendors listed in MN Statute 28A.15, such as farmer's market may qualify for exemption.
6. Transport all food products in insulated, sanitized, covered (picnic) chests in clean vehicles.
7. Use **MECHANICAL REFRIGERATION** to keep potentially hazardous foods cold.
 - a. Exception: Coolers may be used **ONLY** when the event (including transport time) is ≤ 4 hours.
 - b. Seasonal Temporary vendors must have NSF refrigeration
8. Always keep potentially hazardous foods, such as meats, fish, poultry, cooked rice, and salads at $\leq 41^{\circ}\text{F}$ or $\geq 140^{\circ}\text{F}$.
9. Provide a metal-stem food thermometer. Sanitize stem before each use.
10. **Reheat food quickly to 165°F and hold at 140°F or higher.**
11. Prepare and serve all foods out of reach of the customers. Self-service is prohibited unless proper utensils are provided, such as individual soufflé cups for dips, toothpicks for individual food samples, tongs for serving chips, paper plates for bread samples, a food shield or cover is provided, etc.
12. Wear clean clothing, a hair restraint, and practice good personal hygiene. NO smoking is allowed in the food booth. NO eating or drinking (from open containers) at the food service/display counters. NO nail polish or false nails.
13. **HAND WASHING: WASH HANDS FREQUENTLY AND PRIOR TO HANDLING FOOD.** Hand washing equipment MUST be located within 10 feet of the food stand. (Illustration A & B)
 - a. Provide soap, nail brush, warm running water, paper towels, and catch bucket.
 - b. Hands **MUST** be washed with running water, soap, and nailbrush.
 - c. **Hand Sanitizer is not an approved handwashing method.**
 - d. Provide waste receptacle for paper towels.
14. Events lasting > 10 days must provide a pressurized hand washing sink at the food stand. (Illustration A)
15. **NO BARE HAND CONTACT WITH READY-TO-EAT FOODS.** May use utensils, bakery tissue or disposable gloves.
16. **UTENSIL WASHING EQUIPMENT:** Provide three labeled buckets big enough to accommodate the largest utensil – when required. (See illustration C)
 - a. Wash bucket: dish soap and water
 - b. Rinse bucket: clean water
 - c. Sanitizer bucket: sanitizer and water (follow the directions on sanitizer bottle)
 - d. Provide **test strips** to monitor sanitizer concentration
 - 50-100PPM for Chlorine
 - 200-400PPM for Quaternary

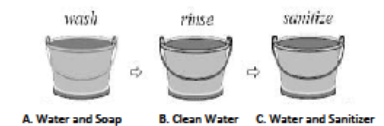
A. Pressurized Hand Washing Sink
(Required for events > 10 days/year)



B. Gravity Hand Washing Sink



C. Utensil Washing





Food Stand Requirements

Handwashing Station



MINNESOTA'S
health is in **YOUR HANDS**



Handwashing
is the best way to
stop the spread of
illness.

Revision Date: 11/20/09

- **Hand washing equipment MUST be located conveniently**
- **Provide soap, nail brush, warm running water, paper towels, and a catch bucket**
- **Hands MUST be washed with running water (70F-110F), soap, and nailbrush for a full 20 seconds**
- **Hand Sanitizer is not an approved handwashing method**
- **Gloves are not a replacement for handwashing**
- **Provide waste receptacle for paper towels**

Pressurized Hand Washing Sink (Required for events >10 days/year)



Gravity Hand Washing Sink





Facility Requirements



Floors, Walls, Ceilings

- **Smooth Cleanable Floors**
 - **Sheet vinyl, plywood, or similar alternative when located on grass/dirt/gravel**
- **Overhead covering**
 - **Physical structure, indoors, or tent**
- **Walls required in adverse weather**
- **Lighting must be provided during night events**
- **Provide a lined garbage container in booth**

Storage and Transportation

- **Store all food, single service items, utensils, and equipment 6" off the ground**
- **Transport all food prepared offsite in insulated, covered containers**
- **Food stored in coolers must have blue ice packs**
- **Beverages stored on ice must be draining**
- **Food may not be stored at home, or prepared at home**
- **Vehicles must be free of pets and toxic chemicals**

Ice/Water

- **Ice (is a food) must be stored 6" off the ground**
- **Loose ice is only for can/bottled beverages**
- **Ice used for food service is not to be handled with bare hands**
- **Water must be from an approved drinking source, potable.**
- **Dry ice or pack ice can be used for events <4 hours; mechanical refrigeration is required if the event is longer.**

Food Protection

- **Prepare and serve all foods out of reach of the customers. Self-service is prohibited unless proper utensils are provided AND a food shield or cover is provided**
- **Self-Service items must be in squeeze bottles, packets, containers with lids, or under a food shield**
- **All open food must be protected from customer contamination (or birds, flies, etc.)**



Food Protection cont.

- **Separate raw animal foods during storage, preparation, holding, and display from ready-to-eat food.**
- **Use tongs, gloves, and wash hands frequently**
- **Wear clean clothing, hair restraints, and practice good personal hygiene**
- **No eating, drinking (from open containers), or smoking in the food stand**

Warewashing and Sanitizing



Warewashing

- **Three bucket system**
 - **Wash- Soapy warm water**
 - **Rinse- Clean warm water**
 - **Sanitize- Proper Concentration**
 - **Air Dry- Towel drying is not permitted**
- **Store all in-use utensils in a protected place, and sanitize every 4 hours.**
- **It is a good idea to have extra utensils available incase they become contaminated.**

Sanitizing

- **Unscented Bleach or Quaternary (QUAT)**
- **Must have and use test strips**
- **Bleach 50-200PPM; QUAT 200-400PPM**
- **Wet wiping cloths must be stored submerged in sanitizer solution**
- **Sanitize all surfaces frequently**
- **Most sanitizer wipes are not approved for food contact surfaces; check the label!**



Basic Food Safety 101

Employee Illness

- **Employees MUST report symptoms to managers**
 - **Team members must be excluded from working with food if they have vomiting and diarrhea**

NOTE: Employees may not return to work for at least 24 hours after symptoms have gone away. If diagnosed with Norovirus, 72 hours.

If there are questions or concerns about this, contact the health department.

Employee Illness cont.

Pathogens – Big 5 Illnesses

- E. coli O157:H7
- Salmonella
- Shigella
- Hepatitis A
- Norovirus

Customer illnesses need to be reported as well, even if it's just one complaint.

Report to MDH Health Department 1-877-FOOD-ILL (1-877-366-3455) or Local Health Department 612-543-5200 (Hennepin Co.)



When to Wash Hands

Remember to wash your hand more than you think you need to and ensure that team members are doing the same, particularly:

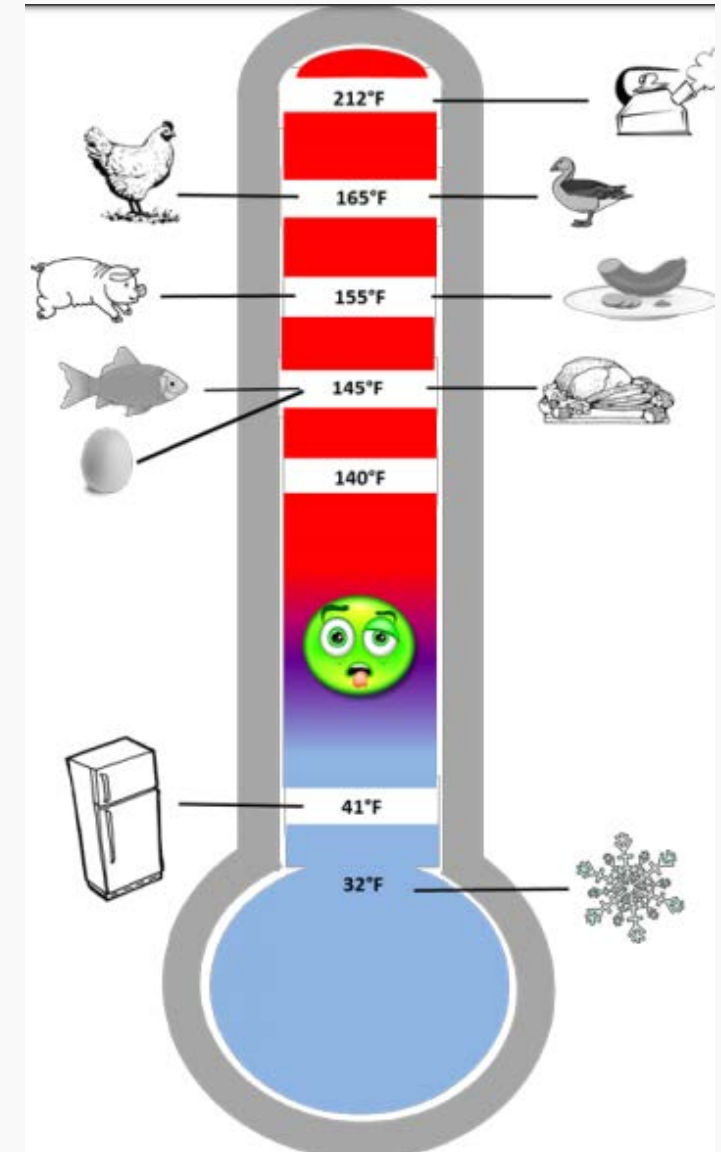
- **Before touching any food or eating**
- **After using the bathroom**
- **After handling animals or animal wastes**
- **Coughing, sneezing, handling soiled equipment, smoking, switching between raw and RTE preparations/handling.**

Glove Use

- **Glove use or other means of protection**
 - **No barehand contact – use protection such as gloves, tongs, tissue, etc.**
 - **No handwashing with gloves on- Discard gloves prior to washing hands**

Final Cook Temperatures

Food	Internal Temperature and Time
Poultry Wild game Stuffed fish, meat, pasta or poultry Stuffing containing fish, meat or poultry	165°F for 15 seconds
Chopped or ground meat, fish, and commercially raised game Pork Ratites Injected or tenderized meats Eggs for hot holding	155°F for 15 seconds or 150°F for 1 minute or 145°F for 3 minutes
Fish Meat Commercially raised game Eggs for immediate service	145°F for 15 seconds



Food Temperatures for Service

A THERMOMETER IS REQUIRED

Hot foods

- **Maintain at 140°F or above prior to and during service**
- **Properly cooked roasts may be held at 130°F or above.**
- **Domestic crockpots are not approved.**

Cold Foods

- **Maintain at 41°F or lower prior to and during service**
 - **Mechanical refrigeration, blue ice/ice packs or dry ice**
 - **Frozen must remain frozen**
- **Can use ice for water and beverage bottles and containers if drainable**

Food Temperatures for Service cont.

Reheating foods

- Food made in commercial kitchens and reheated for hot holding must reach an internal temperature of at least 165°F for 15 seconds. (For example: chili made the day before)
- Food made in a food processing plant and reheated for hot holding must reach a temperature of 140°F. (For example: pre-cooked hot dogs or sloppy joe mix).
- Reheat foods rapidly, within two hours.



Temperature Danger Zone

- **Temperature danger zone is between 41°F and 140°F.**
- **Keep hot food hot and cold food cold.**
- **Always use a thermometer to check food temperatures.**
- **Potentially hazardous foods must pass through the temperature danger zone as quickly as possible.**

Food Temperatures- Time as Control

If cold foods are not held at 41°F or lower and if hot foods are not held at 140°F or higher

- **You have 4 hours to use and discard**
- **Requires Hennepin County approval**

Questions???

