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**BOARD OF HEALTH**  
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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 Local Board of Health a minimum of 30 days prior to the event.

### **Food and Utensil Storage and Handling**

- Dry Storage      Keep all food, equipment, utensils and single service items stored above the floor on pallets or shelving, and protected from contamination.
- Cold Storage      Keep potentially hazardous foods at or below 41°/45°F. An effectively insulated container with sufficient coolant may be approved by the board of health for storage of less hazardous foods, or use at events of short duration.
- 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 food.
- Wet Storage      Wet storage of canned or bottled non-potentially hazardous beverages is acceptable when the water contains at least 10 ppm of available chlorine and the water is changed frequently to keep the water clean.
- Food Display\*      Protect food from customer handling. Coughing, or sneezing by wrapping, sneeze guards or other, effective barriers.

**\*Post-consumer advisories for raw or undercooked animal foods.**

- Food Preparation      Food employees must use utensils, disposable papers, disposable gloves or any other means approved by the board of health 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.

## **CLEANING & 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.
- Wiping Cloths  
Store wet wiping cloths in a clean 100 ppm 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.
- Waste Water 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 tight wood, asphalt, or other cleanable material. Floors must be easily cleanable.
- 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.
- Counter/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 hand washing 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 ware washing areas.

## **Personnel**

- Person in Charge      There must be one designated person in charge at all times responsible for compliance with the regulations. Check with your local board of health for food protection management certification requirements.
  
- Hand washing      A minimum two-gallon insulated container with a spigot, basin, soap and disposable towels shall be provided for hand washing. The container shall be filled with warm water 100° to 120°F. A hand washing sign must be posted.
  
- 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. Infected cuts and lesions on fingers or hands must be covered and protected with water proof materials.
  
- 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.