

COUNTY OF SACRAMENTO
ENVIRONMENTAL MANAGEMENT DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION
8475 JACKSON ROAD, SUITE 240, SACRAMENTO, CA 95826-3904 PHONE (916) 875-8440 FAX: (916) 875-8513

TEMPORARY FOOD FACILITY SELF-INSPECTION CHECKLIST
(TO BE COMPLETED WHEN SETTING UP TFF THE DAY OF THE EVENT)

	CHECK LIST REQUIREMENTS	COMPLIES		REMARKS
		YES	NO	
1.	WALLS/CEILING			
	Constructed of wood, canvas, plastic or similar material.			
2.	FLOOR MATERIALS			
	Floors smooth and cleanable (No rice hull, shavings, sawdust, grass, or gravel allowed.)			
3.	BUSINESS IDENTIFIER (SIGNS)			
	A. To be posted on or adjacent to booth.			
	B. To include name of facility, city, state and zip code.			
4.	FLY CONTROL (FOOD PREPARATION FACILITY ONLY)			
	A. All doors and openings flyproof – closable or screened.			
	B. If pass out window used, maximum 216 square inch opening and closable with tight fitting closure.			
5.	FOOD STORAGE			
	All foods stored off floor.			
6.	FOOD PROTECTION			
	A. Displayed foods covered or protected with a sneeze guard.			
	B. Equipment in good repair – free of corrosion, cracks, chips, etc.			
	C. Food storage/dispensing methods approved.			
7.	FOOD CONTACT SURFACES			
	A. Non-toxic, smooth, easily cleanable, non-absorbent.			
	B. Sanitizer bucket for wiping cloths available			
8.	HANDWASHING/WAREWASHING FACILITIES			
	A. Handwashing <u>within the facility</u> : minimum 5-gallon insulated water container with <i>hands free</i> valve, waste water catch basin, pump soap/paper towels.			
	B. Warewashing <u>within the facility</u> – minimum three 5 gallon containers for cleaning.			
	(1) Wash with clean, soapy warm water.			
	(2) Rinse with warm water			
	(3) Sanitize at proper concentration.			
	(4) Provide sanitizer test strips.			
	(5) For TFF events lasting longer than 3 days, additional requirements may be required. Contact EHD regarding these requirements.			
9.	EMPLOYEE HYGIENE			
	A. Employees in good health.			
	B. Clean hands and clothing. Hair restrained			
	C. Smoking prohibited in facility.			

	CHECK LIST REQUIREMENTS	COMPLIES		REMARKS
		YES	NO	
10.	FOOD TEMPERATURE CONTROL			
A.	Hot foods held at 135° F or above.			
B.	Cold foods held at 41° F or below.			
C.	Adequate amount of equipment provided to hold 'hot' and 'cold' foods.			
D.	Thermometer provided for perishable food refrigerators.			
E.	Metal probe thermometer for checking temperature of foods.			
11.	ICE AND ICE CONTAINERS			
A.	Ice kept clean and free of contamination.			
B.	Water proof container used; kept covered.			
C.	Refrigeration ice not used for consumption.			
12.	FOODS PREPARED AT OTHER FACILITIES			
A.	Facility approved by EHD.			
B.	No foods may be prepared or brought from home to be used in the TFF.			
13.	TRANSPORTATION OF PREPARED FOODS			
A.	Containers dustproof.			
B.	Containers keep hot foods 135° F or above.			
C.	Containers keep cold foods 41° F or below.			
14.	LIQUID WASTE			
	Waste water from sinks & other equipment drained to sewer, or other method approved by EHD.			
15.	TYPE WATER SUPPLY			
A.	Public water supply.			
B.	Approved private water supply.			
16.	TOILET AND HANDWASHING FACILITIES			
A.	Provided with warm-(where available) & cold running water, pump soap, paper towels & toilet paper.			
B.	Facilities located within 200 feet (one toilet per 15 employees.).			
17.	REFUSE STORAGE AND REMOVAL			
A.	Garbage cans or refuse bins provided.			
B.	Adequate refuse removal.			
18.	MISCELLANEOUS			
	No live animals permitted in or within 20 feet of TFF.			
19.	OPEN AIR BARBECUE			
A.	Adjacent to approved TFF.			
C.	Separated from public access by rope or other approved methods to prevent contamination and injury to the public			
D.	Protected from dust and debris			
E.	Barbecue not used as hot holding unit for cooked foods.			
F.	No other foods prepared outdoors, except food barbecued on BBQ. (i.e. No flat grill or pots on barbecue)			

IMPORTANT

Inspection	Be ready for inspection by scheduled set up time: _____
Ice*	Have coolers filled with enough ice to keep cold foods at 41° or below
Thermometer	Have probe thermometer (0-220°f) readily available
Hot holding	Have hot holding units set up – hold hot food at or above 135°F
Handwash* station	Have handwash station ready <ul style="list-style-type: none">• An insulated 5-gallon container of water with spigot that allows hands to be free for washing• Pump soap (germicidal for prepackaged foods)• Paper towels• Waste water bucket
Warewash* station	Have warewash station set up with warm water and soap in one bucket, warm water for rinse in second bucket and warm water and bleach in the third bucket
Wastewater	Dump the wastewater at _____
Screening*	Screening required if conducting food preparation or due to environmental conditions (dust, flies, etc.)
Reinspection	All reinspections will be charged a fee and will be collected by the organizer the same day

*Subject to reinspection and/or closure if not available at time of inspection