

## OPERATING STANDARDS CHECKLIST

(Required procedure for licensing)

- Foods must be purchased from approved sources. The use of home canned or other home-prepared foods is not allowed (i.e. Preparing chili or sloppy Joe mix at home is not allowed). No personally caught fish or wild game. No cream or custard pies are allowed unless refrigerated. All food must be prepared at the site of the licensed operation or at a permanent licensed food service operation.
- No one with a communicable disease, symptoms of vomiting, diarrhea, fever, or jaundice, or who has cuts or sores on their hands may work at the operation.
- Transport food in insulated containers to keep foods cold (41° F or below).
- Water supply for all operations must be adequate and of a safe and sanitary quality. Only health department approved sources can be used. Install the backflow preventer and food grade hose as necessary.
- After setting up tables, set up the hand wash station, the dishwashing station, and the small bucket for holding wiping clothes in sanitizer. Check the sanitizer strength with your test strips. Wash, rinse and sanitize the counter tops and food contact surface before starting and at least every four hours.
- Workers must have clean outer garments and hair coverings on.
- No smoking or eating is allowed in the operation.
- Workers must wash their hands when arriving, before beginning work, and as often as necessary to keep them clean.
- Workers must use disposable gloves, tongs, or deli tissue when handling ready to eat foods. No bare hand contact.
- Grills must be purchased from an approved source. No barrel or fuel tank grills are allowed.
- Food storage must be in such a manner that all foods are protected at all times from dirt, rodents, and insects and elevated from the surface of the ground or floor.
- Store personal items away from where the food is prepared and stored. Store chemicals, cleaners and insecticides separate from food items.
- Post the current food service license for the public view. Also, post the hand washing sign above the hand washing station, and post the choking poster somewhere in the operation for the public view.

- If electrical extension cords are used, make sure they are properly installed, outlets are not overloaded, or cords located so they become a hazard. Chain CO<sub>2</sub> tanks.
- Unpackaged food or packaged food that is subject to entry of water may not be stored in direct contact with ice or water.
- All perishable foods must be stored at 41° F or less or stored at 135° F or more at all times. Cold storage may be accomplished by means of mechanical refrigeration or ice chest. Hot storage may be accomplished by the use of roasters, fryers, grills, and warming ovens.
- Frozen foods must be thawed by using one of the following methods: (a) as part of the continual cooking process, (b) under refrigeration of 41° F or below, or (c) submerged under potable running water.
- Cook foods to the proper temperatures. Chicken and other Poultry to 165° F, ground beef and sausage to 155° F, Fish, pork, beef to 145°, reheat all foods to 165° F.
- Check cooking temperatures and holding/storage temperatures with your long stemmed thermometer.
- Wash, rinse, and sanitize your utensils in the 3 basin washing station if they fall on the ground, if they become dirty, and at least every four hours.
- Store utensils for customers with the handles facing the same way, with the handles out or up, so that the customers or workers do not contact the mouth part of the utensil with the hands when selecting the utensil.
- Wastewater must be held in a watertight container until final disposition in a sanitary sewer or septic system. Such wastes must not be discharged onto the surface of the ground or discharged down the storm drain.
- Garbage and refuse must be stored in metal or plastic containers with tight fitting lids – cardboard boxed are not refuse containers.
- Only people assigned to work in the food operation are to prepare and serve food; unauthorized people and animals are not allowed in the operation.
- Utensils must be easily cleanable – not chipped, wood, wrapped, melted, cracked, splintered etc.