



Mobile Food Unit Operational Plan

TWIN FALLS OFFICE
1020 Washington St. N.
Twin Falls, ID 83301-3156
734-5900
FAX - 734-9502

BELLEVUE OFFICE
117 E. Ash St.
Bellevue, ID 83313
788-4335
FAX - 788-0098

MINI-CASSIA OFFICE
485 22nd Street
Heyburn, ID 83336
678-8221
FAX - 678-7465

GOODING OFFICE
145 7th Ave. E.
Gooding, ID 83330
934-4477
FAX - 934-8558

JEROME OFFICE
951 E. Ave. 'H'
Jerome, ID 83338
324-8838
FAX - 324-9554

phd5.idaho.gov
food@phd5.idaho.gov

Mobile Food Establishment Name:			
Mailing Address:	_____	City: _____	State: _____ Zip: _____
Owner:	_____		
Person-In-Charge of Mobile:	_____	Title: _____	Phone: _____
Email Address:	_____		
Food Safety Certifications:	_____		
COMPLETE THIS SECTION IF COMMISARY WILL BE USED			
Address of Commissary:	_____	City: _____	State: _____ Zip: _____
Person-In-Charge of Commissary:	_____ Phone: _____		
Email Address:	_____		
Food Safety Certifications:	_____		

Type of Mobile Food Establishment:

- Self-Sufficient Vehicle or Trailer (Full-Service)
 Vehicle or Trailer that is not Self-Sufficient (Limited-Service)
 Push-Cart

Plan Review Completed:

DATE: _____ EHS: _____ ESTABLISHMENT # _____

Instructions:

- A **Mobile Food Unit License Application** must be completed and submitted to South Central Public Health District (SCPHD) for review at least 30 calendar days before the planned opening date. (Idaho Food Code 8-302.11)
- Properly prepared plans and specifications shall be submitted to SCPHD for review before construction of a food establishment, conversion of an existing structure for use as a food establishment, or the remodeling of a food establishment or change in type of a food establishment or food operations. Approval of the plans and specifications is required PRIOR to the start of construction or remodel. (Idaho Food Code 8-201-.11)
- Plans and specifications should include intended menu, proposed layout, and an operational plan.
- Licensing fees are due at the time of application, or plan review (whichever comes first).
- Once a plan review and/or the operational plan review has been conducted and approval granted by SCPHD, you must notify the Health Department at least **15 days before** anticipated opening to request a **Pre-operational Inspection**. (Idaho Food Code 8-203.10)

I. OPERATIONS

1. Locations, Days and Approximate Times the Mobile Food Establishment will be open for business:

	Sun	Mon	Tue	Wed	THU	FRI	SAT
Location 1:	-	-	-	-	-	-	-
Location 2:	-	-	-	-	-	-	-
Location 3:	-	-	-	-	-	-	-
Location 4:	-	-	-	-	-	-	-

2. Anticipated Number of Meals/Servings per Day:

3. Overnight storage location: _____

II. FOOD PROTECTION, EQUIPMENT AND UTENSILS

Note: Potentially Hazardous Food (PHF) is a food that supports the growth of bacteria and a PHF must be *Temperature Controlled for Safety (TCS)*. Meat, poultry, eggs and dairy products are examples of PHF/TCS food products.

4. Provide a **FULL MENU** for the **Mobile Food Establishment**. (Note: Any changes to the menu must be submitted to and approved by SCPHD prior to their service.)

5. List ALL of the food and beverage items to be **prepared** at the **Commissary** (Servicing Area).

a. _____ e. _____ i. _____ m. _____
 b. _____ f. _____ j. _____ n. _____
 c. _____ g. _____ k. _____ o. _____
 d. _____ h. _____ l. _____ p. _____

6. Will any foods be prepared in advance? YES or NO
 If so, which foods? _____

7. Describe how foods requiring cooling will be rapidly cooled:

 What will become of leftover foods?

8. Identify the supplier/sources for all food items. Include the source of the ice. Attach a separate sheet if necessary.

9. Will food be stored on the **Mobile Food Establishment**? YES or NO At **Commissary**? YES or NO

10. List foods stored on the **Mobile Food Establishment**:

11. List foods stored at **Commissary** (Servicing Area):

Storage provision requires keeping all food in non-waterproof containers a minimum of 6" above floor. Bare wood allowed only in dry goods storage area, unopened foods. (3-305.11; 4-101.17)

12. **Cross-contamination** - Specifically identify how ready-to-eat foods (lettuce, tomatoes, onions, buns) will be protected from raw foods of animal origin (pork, chicken) during:

Storage- _____
Transportation- _____
Preparation by food workers- _____
Cooking- _____

13. How and when will food temperatures be monitored at the Mobile Food Establishment and by who? (Calibration of Stem/probe thermometer is necessary to ensure accuracy of temperatures – see guideline) (4-302.12)

Hot foods hot holding must be >135°F and Cold foods must be held at < 41°F (3-501.16)

14. Describe where utensil washing will take place. Describe where extra supplies of clean utensils will be stored. Storage for cleaned equipment, utensils, and single-use and single-service articles shall be in a clean, dry location not exposed to splash or contamination, and 6"+ above floor. (4-903.11)

15. Explain the sanitizing procedure at the mobile unit i.e. which sanitizer and how it will be used (sink, spray, wipe-cloth bucket) and when. ****Must have test strips to measure sanitizer level during operation.****

V. PLUMBING (5-1, 5-3)

All plumbing of safe materials, sized, installed in accordance with the Uniform Plumbing Code (UPC). (5-201.11)

16. Identify, how often, and how much water will be provided to the Mobile Food Establishment. Specify the location, number, and volume of any potable water tanks to be used. Describe the procedures for cleaning and refilling the tanks.

17. Identify the capacity of the hot water supply for the Mobile Food Establishment.

The water source and system shall be of sufficient capacity to meet the **PEAK** water demands of the MOBILE FOOD ESTABLISHMENT. (5-103.11)

Water under pressure shall be provided to all fixtures, equipment, and non-food equipment that are required to use water. (5-103.12)

HOSE, CONSTRUCTION AND IDENTIFICATION – A hose used for conveying DRINKING WATER from a water tank shall be safe, durable, corrosion resistant, and non-absorbent, resistant to pitting, chipping, crazing, scratching, scoring, distortion and decomposition. It should be finished with a smooth interior surface and be clearly identified as to its use. **It should be food grade approved as water is considered “food”.**

WATER TANK - A water tank, pump, and hoses shall be flushed and SANITIZED before being placed in service, after construction, repair, modification, and periods of non-use. (See guidelines)

A **SEWAGE holding tank** in a mobile food establishment shall be sized 15% larger in capacity than the water supply tank and be sloped to a drain that is (1 inch) 25mm in inner diameter or greater, equipped with a shut-off valve. (5-401.11)

18. Describe how and where wastewater from hand washing and utensil washing will be collected, stored, and disposed of. Describe procedures for emptying the tanks.

Size of water supply in gallons: _____ Size of wastewater tank in gallons: _____

Potable Water Source: _____ Wastewater dump site: _____

19. Identify the location of the toilet facilities for the Mobile Food Establishment workers.

If applicable to your mobile unit food establishment:

- The ice bin and machine must have an open (indirect) drain; air gap supply line to reservoir (UPC 603; 5-402.11)
- If not provided with an air gap, a dual check valve with an intermediate vent preceded by a screen of not less than 100 mesh to 25.4 mm (100 mesh to 1 inch) shall be installed upstream from a carbonating device and downstream from any copper in the water supply line. (5-203.15)

IV. GARBAGE AND REFUSE

20. Describe the number, location, and types of garbage disposal containers at the Mobile Food Establishment

21. Identify how, when, and where the garbage disposal containers will be emptied.

22. Please add any information about the Mobile Food Establishment & Servicing Area that should be considered.

V. CONSTRUCTION (4-1)

***Floors and floor coverings** shall be durable sealed concrete, stainless, terrazzo, quarry tile, ceramic tile, or durable grades of vinyl or plastic tile or tight-fitting wood impregnated with plastic. Floors of non-refrigerated dry food storage need not be sealed. Carpet may not be used in food preparation or processing areas, hand-washing areas and toilet rooms where urinals and toilets are located. (6-101.11)

****Base** - junctures between walls and floors shall be coved and constructed so that no seam will be open more than 1/32 inch. Where water-flush cleaning methods, the floor shall be graded to a drain, coved and sealed. (6-201.13)

*****Walls, wall coverings and ceilings** shall be nonabsorbent, finished and sealed to be smooth, easily cleanable and light colored in food preparation and processing areas, food storage areas, ware-washing areas, walk-in refrigerators, dining areas, food display areas, retail sales areas, food service areas, dressing rooms, locker rooms, toilet rooms, servicing areas, and refuse storage rooms. Walls and ceilings of non-refrigerated dry food storage areas and rooms need not be finished and sealed; ceiling studs, rafters may be exposed and rough-surfaced materials used in dining areas. Acoustical materials shall not be used in food preparation and processing rooms, ware-washing rooms and refuse storage rooms. (6-101.11)(6-201.11 and 6-201.16)

23. Describe the MATERIALS of the structure of the Mobile Food Establishment (floors, walls, overhead protection, surfaces, and general facilities for food protection).

Outer openings, windows and doors shall be protected with screens (vents, windows) 16 mesh to one inch or smaller to prevent flying insects and rodent entry

Lighting - All surfaces where food employees are working with food or with utensils such as knives, and slicers shall have adequate lighting. (6-303.11)

VI. VENTILATION HOOD SYSTEMS, ADEQUACY (4-301.14) Ventilation hood systems and devices shall be sufficient in number and capacity to prevent grease or condensation from collecting on walls and ceilings.

Sufficient ventilation to all rooms to keep them free of excessive heat, steam, grease, vapors, condensation, obnoxious odors and fumes which are a result of the food operation. (6-304.11) Hood ventilators shall be designed, constructed and installed according to the Uniform Mechanical and Building Codes. (UMC Section 507 and 508)

Type of hood: ___ Type I(Grease filters/fire suppression) ___ Type II (No grease produced) ___

___ Back-shelf ventilator ___ Self-cleaning

Equipment under hood: ___ Charbroiler, ___ Grill, range, ___ Deep-fat fryer, ___ Salamander,

___ Oven, pizza oven, ___ Cheesemelter, Other _____

Cfm exhausted: ___ length X ___ width X ___ multiplier = ___ cfm

Is the hood and exhaust system listed? Y N Manufacturer and Model #: _____

Cleaning materials/pesticides are not stored near food, food contact equipment or containers, paper products. Separate storage, closed cabinets for pesticides. (7-201.11)

ADDITIONAL INFORMATION _____

Statement: I hereby certify that the above information is correct and I fully understand that any deviations from the above plans must be approved by SCPHD prior to operating the mobile unit.

Signature(s): _____

Printed Name(s): _____ **Date:** _____

Office Use Only

Plans reviewed (date): _____ Approved by: _____

Environmental Health Specialist: _____

Time spent on review: _____ min.