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## 1. Submit Plans for Review

When a new mobile unit is proposed, existing mobile unit is converted, remodeled for use as a food establishment, or there is a change of food operation, plans must be submitted for review and approved **before the start of construction or remodeling**. The plans must include:

- A completed District Plan Review Form and appropriate fee.
- A floor plan showing: walls, doors, windows, fixtures, and equipment layout.
- A plumbing plan with a diagram of: pipes, drains, vents, traps, and fixtures.
- A finish schedule for: wall coverings, ceilings, floors, doors, and light fixtures.
- Specifications on equipment: refrigerators, freezers, dishwashers, sinks, etc.
- Intended menu
- Complete and submit Mobile Food Unit Operational Plan

An Environmental Health Specialist (EHS) will review the plans; if satisfactory, approval will be granted with a clearance to proceed with construction or remodel.

## 2. Meet Code Requirements for Building and Equipment

The food establishment must meet the following minimum standards prior to approval being given for opening:

**Floors, walls, and ceilings:** Interior surfaces within food preparation, ware washing, food storage, food display, and refuse storage shall be properly designed, installed and maintained. Floors shall be smooth, non-absorbent, easily cleanable and in good repair. Floor coverings shall be durable grades of vinyl tile, plastic tile or tight-fitting wood impregnated with plastic.

Walls and ceilings shall be nonabsorbent, easily cleanable and light-colored. Wall covering materials such as sheet metal, plastic and other similar materials shall be so attached and sealed to the wall as to leave no open spaces or cracks which would permit accumulation of grease or debris or provide harborage for vectors. Walls and ceilings shall be kept in good repair and cleaned as often as necessary to keep them clean.

The juncture between walls and floors shall be covered so that no seam will be open more than 1/32 inch.

**Dishwashing sinks:** For manual ware washing, a three (3) compartment sink shall be provided for washing, rinsing and sanitizing of equipment and utensils. A two (2) compartment sink may be used when items to be cleaned and sanitized are restricted to a few utensils at the end of a shift and single use table ware is being used for serving food. The sink compartments shall be large enough to permit the complete immersion of most equipment and utensils. Hot and cold water shall be supplied for each sink compartment. Drain boards shall be provided which are self-draining.

**Food preparation sinks:** Establishments that wash vegetables, fruit, pasta, poultry, or fish must have at least one food preparation sink. The sink may be a single-compartment, stainless steel, with wastewater draining to a floor sink. Food prep sinks are not to be utilized for washing hands or utensils. If a ware washing sink is used for food preparation then restrictions stated in **Section 4-501.16 Ware washing Sinks, Use Limitations** must be followed.

**Hand washing sinks:** Hand washing facilities shall be provided for use in food preparation areas and in toilet rooms. Each sink shall have hot and cold running water provided through a mixing faucet; have a supply of hand-cleaning soap, and disposable paper towels. Hand washing shall not be done in the ware washing or food preparation sink.

**Toilets and restrooms:** Operators of mobile food units without toilet facilities shall obtain the use of toilet facilities adjacent or convenient to the mobile unit.

**Water heaters:** Must be adequately sized and capable of heating to 140°F. A booster hot water heater capable of heating to 180°F is required for hot water sanitation and must be less than 5 feet from the dishwasher.

**Food display, refrigeration, hot holding and storage:** Convenient and adequate storage, display, and preparation facilities shall be provided for ice, frozen food (0-10°F), cold foods (less than 41°F), and hot foods (greater than 135°F). Storage shelves must be provided to keep all foods and paper products 6 inches off the floor. Protection is required for food from dust, flies, sneezes, flooding, splash, and overhead leakage.

Commercial equipment, (NSF approved or equivalent) is required for refrigeration and hot holding of foods. Home style, domestic refrigerators, and crock-pots are not acceptable.

**Food contact surfaces:** All work counters and surfaces shall be of non-toxic, food grade (bakeries), durable material (not painted). Cutting boards shall be hard maple or equivalent non-absorbent wood, plastic, or marble (moist food preparation).

**Cooking equipment and hoods:** Commercial ovens, ranges, grills, fryers, and cookers are required (NSF approved or equivalent); and, if necessary to remove vapors, grease, smoke and heat, there shall be adequately designed ventilation hoods with grease filters, grease cups, and shielded lights in the hoods that are UL approved.

**Ventilation:** The mobile unit shall have sufficient ventilation to keep it free from excessive heat, steam, grease, vapors, smoke and fumes. Hoods shall be provided with filters which are removable for cleaning and replacement, and they shall be designed to prevent grease or condensate from dripping into food or onto food-contact surfaces. Exhaust hoods shall be maintained clean and in good repair.

**Lighting:** Lighting shall be installed to provide at least 30 foot candles in the mobile Unit., and lights shall be shielded, coated or otherwise shatter-resistant.

**Garbage and refuse:** Inside containers should be clean, adequate, and convenient; liners should be used. Outside containers shall be adequately sized, leak-proof, with tight-fitting lids, and shall be on a slab of concrete or asphalt sloped to allow drainage.

**Water and sewage:** Tanks for liquid waste retention shall be 15 percent larger in capacity than the water supply tank, equipped with a drain that is one-inch in inner diameter or greater, equipped with a shut-off valve.

Tanks shall be thoroughly flushed and drained during the servicing operation. Sewage shall be removed from a mobile food unit at an approved waste servicing area or by a sewage transport vehicle in such a way that a public health hazard or nuisance is not created.

A mobile food unit's potable water inlet shall be positioned so that it will be protected from contaminants such as waste discharge, road dust, oil or grease and sized to be 3/4 inch or less. Food grade hose (meshed polycarbonate type) is required for filling the potable water tank. The tank shall be enclosed from the filling inlet to the discharge outlet; provided with a drain that allows complete draining of the tank; designed with covers or ports that permit visual inspection of the tank and cleaning of the tank; and the tank shall have a secure cover.

**Backflow prevention:** Appropriate vacuum breakers are required on all hose connections.

When construction is completed, all equipment should be checked by the installer to assure it is working properly. Refrigerators, freezers, ovens, ranges, grills, fryers, dish machines, hot water heaters, and ventilation equipment shall be operational. Everything should be thoroughly cleaned, and then you are ready for the next step.

### **3. Call for a pre-opening inspection, fill out Health Permit Application, and complete the food safety training selection form.**

The EHS must inspect the finished food facility prior to opening, so it is best to call the two weeks before your planned grand opening. Corrections are required to be completed before opening.

The Food Permit Application and appropriate fee are to be submitted prior to the pre-opening inspection. Please complete with current information, contact person, phone-number, and emergency phone-number.

**\*\*PLEASE NOTE - Licenses/Permits are non-transferable** and must be renewed every year in December for the following year.

### **4. Certified Food Protection Manager Requirement**

Effective July 1, 2016 at least one employee that has supervisory and management responsibility and the authority to direct and control food preparation and service shall be a certified food protection manager who has shown proficiency of required information through passing a test that is part of an accredited program. A list of accredited programs can be found at [www.phd5.idaho.gov](http://www.phd5.idaho.gov).

### **5. Open for business and follow the Idaho Regulations Governing Food Sanitation Standards for Food Establishments (Idaho Food Code)**

You will be inspected 30 days after your opening to determine how well your food operation is functioning and then once every year. It is hoped that District Health and your local EHS will be a source of information and assistance in your food business. **GOOD LUCK!!!**

#### **SOUTH CENTRAL PUBLIC HEALTH DISTRICT ENVIRONMENTAL HEALTH DIVISION**

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