



**TOWN OF TYNGSBOROUGH  
Board of Health**

**TEMPORARY FOOD ESTABLISHMENT OPERATIONS  
ARE YOU READY?**

*Use this guide as a checklist to verify compliance with MA Food safety regulations.*

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- Application**      Submit a completed temporary food establishment application to the Tyngsborough Board of Health a minimum of 30 days prior to the event.
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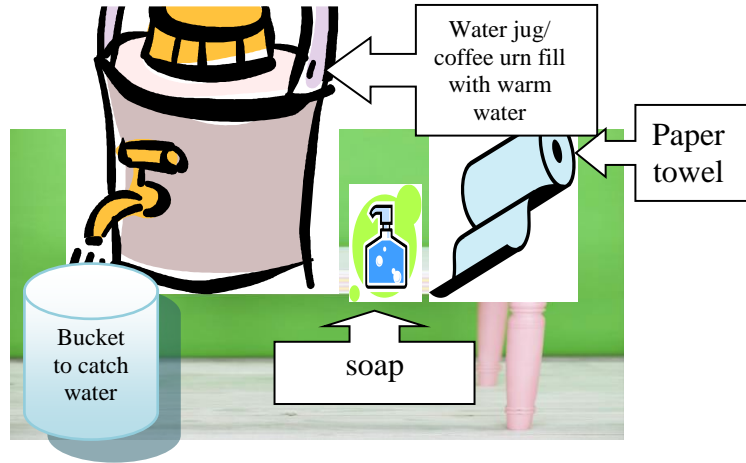
**FOOD & UTENSILS STORAGE AND HANDLING**

- Dry Storage**      Keep all food, equipment, utensils and single service items stored above the floor/ground on pallets or shelving, and protected from contamination.
- Cold Storage**      Keep potentially hazardous foods (PHF's) at or below 41°F. An effectively insulated container with sufficient coolant may be used at events of short duration. Store PHF's in separate containers with tight fitting lid.
- Hot Storage**      Use hot food storage units when necessary to keep potentially hazardous foods at or above 140°F. (i.e. chafing dishes with sterno flame)
- Thermometers**      Use a food thermometer to check temperatures of both hot and cold potentially hazardous food. \*Have thermometer on site during the event.
- Food Display**      Protect food from customers handling, coughing, and sneezing by using sneeze guards, wrapping food, or other effective barriers.
- Consumer Advisory**      Post consumer advisories for raw or undercooked animal foods, if you will be preparing meat, fish, poultry, or eggs cooked to order.
- Allergen Notification**      Menus and menu boards must include a notice which reads, "Before placing your order, please inform your server if a person in your party has a food allergy."
- 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.
- Provide a copy of food permit of licensed food establishment and letter from operator granting you permission to use facility for this purpose if you are not the permit holder.

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## PERSONNEL

- Person in Charge** There must be one designated person in charge at all times responsible for compliance with regulations and trained in food safety.
- Handwashing** A convenient handwashing facility must be available for employee handwashing whenever handling unpackaged foods. This sink shall have warm running water, soap and paper towels. A temporary handwashing station should be assembled if needed (see figure below).



- 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 area.

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## CLEANING AND SANITIZING

- Sanitizing** Use a chlorine bleach or Quat sanitizer for sanitizing food contact surfaces, equipment and wiping cloths. Store the sanitizer in a spray bottle or bucket that is labeled "sanitizer". Appropriate test strips should be on hand at all events. Food contact items (pots, pans, utensils) may also be transported back to the licensed food establishment to be cleaned and sanitized there after the event.

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## WATER

- Water Supply** An adequate supply of water shall be on site and obtained from an appropriate source. Water storage at the booth or cart shall be approved storage containers.
- Wastewater Disposal** Disposal of wastewater in an approved wastewater disposal system. An adequate number of covered containers, labeled "Wastewater" shall be provided in the booth or cart.

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## PREMISES

- Trash** Provide an adequate number of lined and covered trash receptacles inside and outside the food booth or cart.
- Restrooms** Ensure you have access to a toilet with handwashing facilities. The person running the event should provide these facilities for you.
- Clothing** Store personal clothing and belongings in a designated place in the booth or cart, away from food preparation, food service and warewashing areas.