



Town of Redding  
Health Department

P.O. Box 1028  
Redding Center, CT 06875

Tel: (203) 938-2559

Fax (203) 938-8816

**TEMPORARY FOOD SERVICE FORM**

Name of Organization \_\_\_\_\_

Person in Charge \_\_\_\_\_

Phone Number \_\_\_\_\_

Date(s) of Event \_\_\_\_\_

Location of Event \_\_\_\_\_

List potentially hazardous foods to be served (meats, shellfish, eggs, poultry, fish and dairy products)

\_\_\_\_\_  
\_\_\_\_\_

A stem thermometer is required on-site to confirm code-compliant temperatures are maintained.

Describe or draw booth layout \_\_\_\_\_

Describe on site hand washing method to be used \_\_\_\_\_

See the attached drawing of a proper handwash station.

Date of proposed meeting with Health Department \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

\_\_\_\_\_  
Operator in Charge

\_\_\_\_\_  
Redding Health Officer

## **Temporary Food Booth Permits**

With summer upon us it's the season for outdoor activities: concerts on the green, charity dinners, fund raisers, fairs, festivals, out-door cookouts, sporting events and public gatherings. The Redding Health Department would like to remind all clubs, churches, fire departments, organizations, and individuals wishing to serve food and beverages to the public, that permits are required. The reason for the procedure is to assure the public is eating safe food, and to prevent potential food borne illness outbreaks at temporary food service facilities.

It wasn't long ago when hundreds of patrons became ill at the Norwalk Oyster Festival. That disaster reminds us of the utmost importance of food safety. With proper procedures food borne outbreaks can be prevented. Since that event Temporary Food Service Permits have been required.

You may ask "exactly when do I need to get a permit"? You will need a permit if you or your organization is:

1. serving food to the public, and
2. serving food that is considered potentially hazardous

Potentially hazardous foods include milk and dairy products, eggs, meat, poultry, shellfish, fish, and foods capable of supporting the growth of toxigenic microorganisms.

Forms and information for a Temporary Food Service Permit can be found on the Town of Redding Website ([Townofreddingct.org](http://Townofreddingct.org)) under the Health Department tab. A meeting with the Health Department and the booth operator who is in charge of food preparation will be held. We will discuss the foods proposed to be served, the importance of food temperature (both hot and cold), booth layout, equipment, procedures, and handwash facilities. It is important the person in charge of the food booth be aware of safe food practices and that he or she oversees food safety and quality. Trained individuals with commercial food service experience are preferable.

The Health Department is available for questions at 938-2559.

Doug Hartline, RS  
Redding Health Officer

## **RULES FOR FOOD PREPARATION PERSONNEL**

- 1) Handwashing before, during, and after food preparation is a must. The use of gloves does not replace handwashing.
- 2) Gloves must be discarded when damaged, soiled and when changing tasks.
- 3) Hands must be washed when changing gloves.
- 4) Handwash facilities must be located in the immediate food preparation area.
- 5) All ground beef must be cooked medium to well done so the juices run clear and the inside is no longer pink.
- 6) All food prep personnel must wear hair protection: baseball hat, headband, chef's hat, and hairnet.
- 7) All hot foods must be maintained at 140 degrees F or hotter and cold foods at 45 degrees F or colder. A metal stem thermometer must be on site to confirm temperatures.
- 8) All cooking utensils, pots, knives, and cutting boards must be thoroughly washed, rinsed, and sanitized, before and after being used, or every four hours, whichever comes first.
- 9) Potentially hazardous frozen foods must be thawed at refrigerator temperatures of 45 degrees or below.
- 10) Food prep personnel must be notified that they cannot handle food if they are ill, have diarrhea or if they have open cuts or sores.
- 11) All workers at a food booth must sign a log book indicating the date, their name, address, and phone number, and the hours that they have worked.
- 12) A water/chlorine solution must be used to disinfect surfaces. Wipe cloths must be stored in a clean sanitizing solution equivalent to a 50 ppm chlorine solution.
- 13) All food must come from an approved source. Shellfish (oysters, mussels, and clams) must have tags indicating date and source. Tags must be saved for ninety (90) days after each event.
- 14) Ice must be treated as a food and come from a potable water supply. Ice used to keep food cold is not to be used for drinks.
- 15) Food must be protected from insects, dust, and debris.

**Redding Health Department**

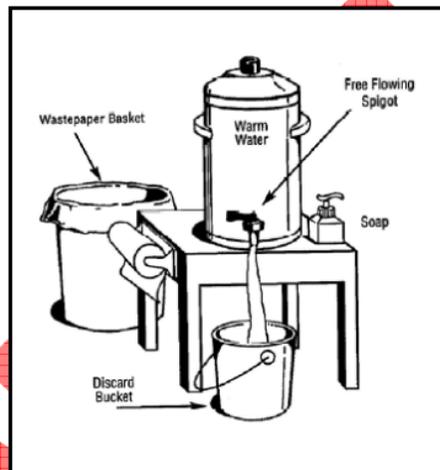
## **BASIC FOOD BOOTH REQUIREMENTS**

- 1) KEEP FOODS AT SAFE TEMPERATURES**
  - a) COLD FOODS BELOW 45 DEGREES**
  - b) HOT FOODS OVER 140 DEGREES F**
  - c) REHEAT FOODS TO 165 DEGREES F**
- 2) WASH HANDS FREQUENTLY. IF GLOVES ARE USED CHANGE THEM OFTEN AND WASH HANDS BEFORE PUTTING ON NEW GLOVES.**
- 3) SANITIZE UTENSILS AND CUTTING BOARDS (USE BLEACH SOLUTION)**
- 4) DO NOT CROSS CONTAMINATE (SEPARATE RAW & COOKED FOODS)**
- 5) NO SMOKING!!**
- 6) USE UTENSILS – NOT YOUR HANDS**
- 7) KEEP FOODS COVERED**
- 8) DO NOT EAT WHILE WORKING (DO NOT “PICK” ON FOODS)**
- 9) WEAR HAIR RESTRAINTS**
- 10) DO NOT WORK IF YOU ARE ILL**

physical impediments between the vendor and the station and has been approved by the local health department.

The basic items required for a proper hand washing station are:

- A container of potable water of sufficient size to provide enough water for the entire time the market is open. This container should be fitted with a free-flowing dispensing valve and should be raised off the ground to allow a catch basin under the spigot.
- One catch bucket for wastewater that fits under the container of water's spigot.
- Paper towels
- Liquid hand washing soap in a pump or squeeze bottle.



Proper handwashing procedure:

- Wet your hands
- Apply liquid soap
- Briskly rub your hands together – including fingernails and backs of hands for a minimum of 20 seconds (a long time!)
- Rinse your hands under free flowing water
- Dry your hands with a disposable paper towel