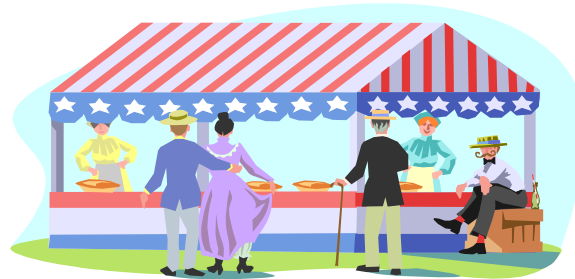


Guidelines for Temporary Events

The following is a summary of requirements of the Wisconsin Food Code:



▶ Food Safety at Temporary Events

- Are your hot foods hot?**
- Cold foods cold?**
- Hands washed frequently?**
- Not touching food with hands?**

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All water hoses used to carry water for food preparation and handwashing must be of food grade materials and be protected by an approved backflow prevention device. Connections must be elevated off the ground to prevent being submerged in contaminated water.

▶ **Serving/Cooking/Grill Areas:** Provide handwashing for all cooking and serving areas. Rope or fence off hot cooking equipment to protect the public from burns and to prevent exposure to food.

▶ **Garbage & Refuse:** Garbage must be kept in insect/rodent-proof containers that do not leak and do not absorb liquids. Garbage must be routinely removed from the immediate area.

▶ **Stand Construction:** Extensive food preparation and utensil washing areas shall be enclosed or screened. Floors must be maintained in sanitary condition. Dirt floors must be covered with approved material (concrete, asphalt, plywood, outdoor carpet, woodchips, etc.).

▶ **Animal Exhibit Areas:** Food stands must be 100 feet from animal housing. It is recommended that areas previously used to house animals not be used for food stands.

Provide a handwash station for the public between the animal exhibit and food stands.

▶ **Poisonous Materials:** Label containers of sanitizers and poisonous or toxic materials with the commonly identified name and keep away from food.

▶ **Permits:** Check with the Health Department about permits and code requirements. Be prepared to tell where the event will be held, what you plan to serve, where the food will come from, how it will be prepared and transported, and the precautions you will take to prevent contamination.

▶ **Employee Health:** Food workers must not have any open cuts, sores, or diseases transmittable by food. If a food worker has nausea, vomiting, or diarrhea, they are not allowed to work.

▶ **Good Hygienic Practices:** Designate an area away from food service and preparation for workers to eat, drink, and use tobacco. Workers must wash hands before returning to work. They must have clean clothes, wear hair restraints, and wash hands frequently.

▶ **Water Supplies:** All water used for food preparation, utensil cleaning, and hand washing shall be from a safe approved source. An adequate supply of hot and cold water shall be available.

Water must be stored in food grade containers with tight fitting covers and be used only for storage of safe water.

Guidelines for Food Safety

► **Menu:** Keep your menu simple. All food ingredients must be from an approved source and be prepared at the temporary stand or a licensed facility. The sale of food prepared in a private home is not allowed.

► **Cold Storage:** Foods that require refrigeration (potentially hazardous foods) must be kept at 41°F or less.

► **Transportation of Food:** Protect food from contamination and use refrigerated trucks or insulated containers to keep hot food hot (above 135°F) and cold food cold (below 41°F).

► **Cooking:** Use a probe food thermometer to check temperatures of potentially hazardous foods. Cook ground red meats to over 155°F, all poultry to over 165°F, and fish, beef, and pork to over 145°F.

► **Hot Holding:** Hot holding units shall keep potentially hazardous food at 135°F or above.

► **Cooling:** To cool foods quickly use an ice water bath and stir the product frequently, or place the food in shallow pans not more than 2 inches deep and refrigerate. Do not put pans on top of each other and leave covers off or ajar until completely cool. Check temperature periodically to see if cooling properly (135°F to 70°F in 2 hrs. and 70°F to 41°F in 4 hrs).



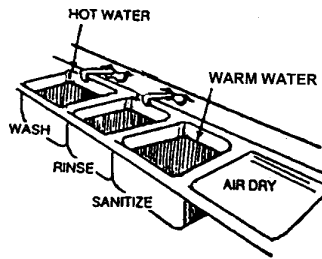
► **Reheating:** Heat quickly to an internal temperature of 165°F or over. Crock pots, steam tables, and sterno may NOT be used to reheat potentially hazardous foods.

► **Thawing:** Food must be thawed in a refrigerator, completely submerged under cool running water (70°F or below), or as part of the cooking process.

► **Thermometers:** Each cold storage/hot holding unit for potentially hazardous food must have a thermometer to measure the air temperature of the unit. An accurate metal stem thermometer must be provided to check the internal temperatures of both hot and cold food. Sanitize the thermometer between uses.

► **Food Handling:** There shall be no bare hand contact with ready-to-eat food. Use utensils, tissues, or gloves. Wash hands frequently while working and when changing gloves.

► **Cleaning and Sanitizing:** When numerous utensils are used, hot and cold water under pressure and a three-compartment sink are required and must be sized to accommodate 50% of the largest utensil. When utensils are limited to tongs, spatulas, and cutting boards, three dishpans of adequate size may be used. Wash in hot soapy water, rinse in clean water, immerse in warm approved sanitizer solution for 1 minute, and air dry. Change all wash, rinse, and sanitizer solutions frequently. An approved test kit for the type of sanitizer used must be available to check the concentration of sanitizer solutions.



► **Wiping Cloths:** Wet cloths used for wiping surfaces must be stored in a chemical sanitizing solution (3/4 teaspoon bleach to 1 gallon of warm water). A spray bottle and disposable towel may also be used for this purpose (1/8 teaspoon bleach to 2 cups of water). Other approved sanitizers may be used following label directions.

► **Ice:** Ice intended for human consumption must not be used for any other purpose and should be dispensed with a scoop. The scoop should be stored in the ice with the handle extended, on a clean surface, or in a covered container.

► **Food Display:** All food must be protected from contamination by the use of packaging, food shields, display cases, or other effective means.

► **Single-Service Utensils:** All single-service cups or utensils should be stored in the original closed container or effectively protected from dust, insects, and other contamination.

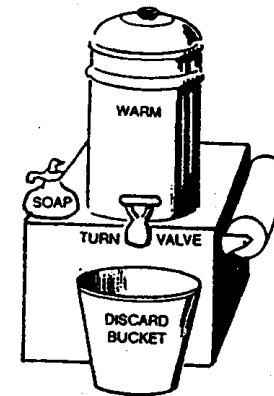
Eating utensils should be pre-wrapped or dispensed so only the handles are touched by employees and customers. Store cups and other single-service items upside down and covered.

► **Condiment Dispensing:** Condiments (sugar, cream, mustard, ketchup, etc.) must be served in individual packages or from approved easily cleanable, multi-service dispensers, unless dispensed by employees.

► **Dry Storage:** All food, equipment, utensils, and single-service items must be stored above the floor on pallets or shelving and protected from contamination.

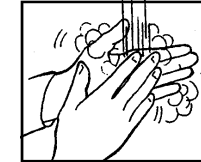
► **Wet Storage:** Bottled or canned beverages may be stored in ice water which contains 50 ppm bleach. The water should be changed frequently.

► **Handwashing:** Provide warm water, soap, and disposable towels for handwashing. Warm water may be provided under pressure or in a 5-gallon or larger container with a non-self-closing spigot or valve that allows a continuous flow of water over the hands and into a catch basin.

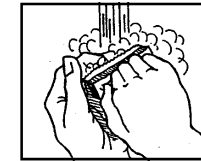


Wash Hands Frequently to Prevent Illness

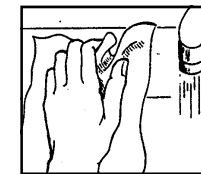
Since the staff at temporary food service events may not be professional food workers, it is important they be thoroughly instructed in the proper method of washing their hands. The following may serve as a guide:



Use soap and warm water. Rub your hands vigorously for 20 seconds.



Wash ALL surfaces, including:
-back of hands
-wrists
-between fingers
-under finger nails



Rinse your hands well. Dry hands with a paper towel. Turn off the water using paper towel instead of your bare hands.

Food workers should wash their hands before engaging in food preparation, including working with exposed food, clean equipment and utensils, and after performing any of these activities:

- Using the toilet
- Handling raw food
- Coughing or sneezing
- Touching hair, face, or body
- Smoking, eating, or drinking
- Handling soiled items
- Scraping tableware
- Disposing of garbage
- After/prior to using gloves