

14 DAY
TEMPORARY
FOOD SERVICE
GUIDELINES

MACON-BIBB COUNTY
HEALTH DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION
171 EMERY HIGHWAY
MACON, GA 31217

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MACON, GEORGIA 31217

In order to familiarize you with items of sanitation, which you will be required to comply with to operate a food concession, we call your special attention to the following items. Please study these items carefully and make sure they are complied with so you will not be delayed in opening your concession.

1. PERMITS. Any person or organization desiring to cook or serve food at the same location for a period not to exceed 14 consecutive days must apply and receive a Temporary Food Service Permit **Application must be made with the local health department at least 30 days prior to opening**. The applicant must describe the proposed operation and the food items to be cooked and served. The Macon-Bibb County Health Department will charge a service fee for each temporary food service establishment. **The service fee is not refundable and will be due at the time the application is submitted**. Fees paid with less than ten working days prior to the start of the event are to be paid with cash, cashier's check or money order.

No booth will be allowed to operate without a permit issued by this Department. Permits will not be issued until all items of sanitation are complied with and no booth will be allowed to open until a Permit has been issued.

PERMIT MUST BE POSTED IN PUBLIC VIEW AT ALL TIMES.

2. MANAGEMENT. One person at each booth must be designated manager. In his or her absence, an alternate must be named so as to have one person in charge of the booth at all times.
3. BOOTH CONSTRUCTION. All requirements of the Macon Sanitary Code shall be complied with.

PREPARATION AND DISPLAY BOOTHS where food is prepared, cooked (exception of covered grills), or displayed after preparation and cooking, shall be screened with 16 mesh screen wire, glass, wood or other acceptable material. Doors to such areas shall be unobstructed and closable. Sneeze guards shall also be provided. To facilitate serving from such enclosed areas insect-proof service windows shall be constructed. Counter service openings shall not be larger than necessary for the particular operation conducted. All service openings must be framed with hinged or sliding windows. No screen wire flaps will be allowed Fans for fly control will be approved on an individual basis only. The fan must be adequate for the openings to be fly-proofed. Doors must be kept closed at all times; fly fans must be operating at all times or service window screens closed when not serving a customer.

The entire booth, including food preparation and display areas, shall be placed on concrete, asphalt, tightly constructed wood or other durable, non-absorbent material which is in good repair and clean. Earth floors, wood shavings, sawdust, peanut shells, wooden pallets, and non-durable paneling shall not be permitted.

Booths which prepare and sell popcorn only may comply without enclosing or screening the entire booth if the popcorn machine is a self-enclosed unit with a hinged or sliding solid access window and popcorn is not openly displayed after preparation. Provide approved overhead protection and flooring.

Booths which prepare and sell cotton candy only may comply without enclosing or screening the booth if the preparation device is covered in addition to the sneeze guard when not in use and the cotton candy is not openly displayed after preparation. Provide approved overhead protection and flooring.

Booths which prepare and sell boiled peanuts only may comply without enclosing or screening preparation area. Floor requirements, as stated above, must be complied with.

Booths which prepare and sell machine dispensed soft serve ice cream and/or yogurt only may comply without enclosing or screening the entire booth provided product is from a commercially prepared mix. Approved overhead protection and flooring must be provided.

Booths which prepare and sell sno-cones, shaved ice, or similar products only may comply without enclosing or screening the entire booth provided the ice is in an approved, properly enclosed self-contained unit. Flavoring syrups may not be mixed onsite; they should be purchased ready for use. Approved overhead protection and flooring must be provided.

Screening requirements may be waived for booths which serve only prepackaged candy apples, cotton candy, popcorn, etc. provided the preparation and packaging was completed at a pre-approved facility.

Equipment shall be located in a way that prevents contamination of food and food contact surfaces from consumers and other contaminants such as dust. Effective means may include positioning equipment away from consumers or by use of sneeze shields. Shields may be of homemade construction using plastic. Foods shall be kept covered at all times.

4. WATER SUPPLY. All establishments must be an adequate supply of potable water from an approved source for cleaning, handwashing, and food preparation. Potable water supply lines must be easily distinguishable from waste lines to preclude contamination. If water is stored, containers must be approved by health authority. Milk jugs are unacceptable.
5. ICE. Ice shall be from an approved source. Ice used for storing food cannot be served to customers. Storage of packaged food in contact with water or undrained ice is prohibited. Provide ice scoops. No styrofoam chests may be used unless chest is lined with food grade plastic.
6. PERSONAL HYGIENE AND HANDWASHING PRACTICES. Employees shall maintain a high degree of personal cleanliness and shall conform to good hygienic practices during all working periods

All employees shall thoroughly wash their hands and arms with soap and warm water before starting work, and shall wash hands during work hours as often as may be required to remove soil and contamination, as well as after visiting the toilet room.

Handwashing facilities, separate from utensil washing facilities, shall be available for employee handwashing. This facility shall consist of, at least warm running water from a closed container (i.e., water cooler with spout,) soap and individual paper towels.

Hair should be properly restrained at all times.

7. Liquid Waste Disposal. All liquid waste shall be disposed of into a sanitary sewer. Where sewer connections are not available, the sewage discharge must be emptied into an approved holding tank that is then emptied into a sanitary sewer. Dump sites will be provided and clearly marked.

Liquid waste shall not be emptied into the storm sewers or onto the ground surface.

8. Solid Waste Disposal. Garbage and other waste will be removed at least daily by the City of Macon. Garbage and trash should be placed in covered containers with bag liners. A sufficient number of cans to hold all accumulations will be provided.

9. Food Preparation and Storage. All tables, stoves, and grills must be located in the area of the booth which is screened and floored (exception of covered grills). All food preparation must be carried on in this area.

Food should be handled in a manner to eliminate unnecessary hand contact. A set of utensils shall be provided for handling raw products and an second set for finished products (i.e., raw chicken and cooked chicken).

The preparation of potentially hazardous food (food that consists in whole or in part of milk or milk products, and including creams, synthetic cream, custard, eggs, meat, poultry, fish, shellfish, or other ingredients capable of supporting rapid bacterial growth) shall be prohibited unless:

- a. Food booth meets all requirements of Chapter 290-5-14, Rules and Regulations, Food Service, or,
- b. Food requires only limited preparation such as seasoning and cooking (examples: frankfurters, frozen hamburger patties, etc.) or,
- c. Potentially hazardous food is obtained in individual servings, stored in approved facilities which maintains such foods at safe temperatures, and served to the customer in the individual, original container.

Food must be held in refrigerator at 41° F or below or on drained ice until cooked. Internal temperatures of cooked meats shall meet all Food Service guidelines. (Poultry 165° F – Pork 150 ° F). Recommend metal stem meat thermometer. Hold cooked product covered in a clean, sanitized, approved, container at 140° F or above (such as on a grill or a steam table).

Each cold storage facility used for the storage of perishable food in non-frozen state shall be provided with an indicating thermometer accurate to +-2F, located in the warmest part of the facility in which food is stored, and of such type and so situated that the thermometer can be easily and readily observed for reading.

All food products and single service items must be at least six (6) inches off the floor.

10. Food Sources. All foods must be obtained from a source approved by the health authority. No home canned or home prepared foods may be served. Items which require mixing or extensive preparation (e.g., cole slaw, potato salad) must be prepared in an approved food service facility (i.e., school, restaurant, etc.) Such items must be transported and held at 41F or below or at a temperature of 140F or higher.

11. Utensils. Only single service eating and drinking utensils such as paper plates, cups and wooden or plastic forks and spoons will be allowed. All booths must be equipped with paper cup dispensers or stored and properly dispensed from original containers. Eating utensils such as wooden or plastic forks and spoons must be kept in their original container until the time of use. No multiple use eating utensils may be used. Only wrapped drinking straws may be used.

All multiple use serving and cooking utensils must be in good condition. No utensils will be permitted that are chipped, cracked or dented to such an extent that they cannot be properly cleaned. Enamel utensils are not approved.

Facilities for cleaning and sanitizing utensils such as a three compartment sink must be provided on-site unless utensils and equipment are transported and sanitized at a permitted establishment.

Minimum requirements are:

- 1 container hot soap water (wash)
- 1 container clean hot water (rinse)
- 1 container bleach water (sanitize) 3 teaspoons/gal. of water

12. Milk and Milk Products. Milk cartons and individual coffee creamers must be stored in a dry refrigerated box or in such a manner as to insure that milk containers and individual coffee creamers cannot be submerged in water.

Coffee cream must be purchased and served in the original individual container in which they were packaged at the milk plant or it must be dispensed from an approved dispenser or container (“Screw Top” containers are not approved.)

13. Health Cards. Health cards are no longer required by this Department.

Please be advised that these guidelines were developed to assist in complying with Rules and Regulations Food Service, Chapter 290-5-14. This list in no way gives all requirements. The health authority may impose additional requirements to protect against health hazards related to the conduct of the temporary food service operation.

Your cooperation will be expected and will be greatly appreciated. These requirements are reasonable and are for the protection of the public health as well as for your own. For any further information concerning these regulations, call the local Health Department at 478 749-0121 or 478 749-0106, between the hours of 8:00 a.m. and 4:30 p.m.

ALL APPLICATIONS ARE DUE BY 4:30 P.M. THIRTY (30) DAYS PRIOR TO THE EVENT.

Fee Schedule

\$30 Events of 2 days or less

\$30 Plus \$10 per day for each additional day over 2 days.

PAYMENTS MADE LESS THAN THIRTY (30) WORKING DAYS BEFORE THE EVENT ARE TO BE MADE WITH CASH, MONEY ORDER, OR CASHIER’S CHECK