# Self-Inspection Checklist for Temporary Food Facilities

## Pre-Opening Requirements: Complete Before Beginning Food Preparation / Distribution

### Potable Water
- **Approved supply of potable water provided**
  - Commercially purchased bottled water or municipal water

### Liquid Waste/Oil Disposal
- Booth operator has identified an approved location for disposal of liquid waste and oil

### Food Booth Structure and Operations
- Soundly constructed with overhead protection and large enough to accommodate all food and equipment (no food preparation is allowed outside of booth)
- Booths that handle open food shall have:
  - Fully enclosed booth with approved 16-mesh fly-screening or canvas on all sides OR other approved means of protecting food from contamination by flies
  - Hand wash station is set-up with at least running water, soap and disposable towels
- **Utensil wash station** is set-up and ready-to-use inside booth consisting of 3 containers large enough to hold largest piece of equipment or utensil
  - Soapy water in 1st container
  - Clean water in 2nd container
  - Sanitizing solution in 3rd container (i.e. 1 tablespoon of bleach for each gallon of water)

**NOTE:** An exception to utensil wash station being required would be to provide enough utensils to swap out at frequent intervals during operation. (At least every 4 hours)

- All equipment and utensils approved for use
  - Made of safe material and easy-to-clean
  - No galvanized utensils/containers in contact with acidic foods
  - All utensils and cooking equipment are off the floor and inside facility (except grills and deep fat fryers)
- Live animals not allowed in booth or cooking areas
- Sanitizing solution for wiping cloths provided
  (For example, use 1 tablespoon of unscented bleach for each gallon of water for a concentration of 50-100 PPM chlorine)

### Food Preparation and Handling
- Food from an approved source – no foods stored or prepared in a private home
- No open food stored or displayed at service counters
- Only foods allowable by regulations provided unless a Hazard Control Plan submitted to the health department has been approved
- All open food stored inside facility and off the floor
- Calibrated probe-type metal thermometer provided
- Food temperature control:
  - Enough equipment provided to hold ALL
    - Cold foods at or below 41°F
    - Hot foods at or above 135°F
  - Required minimum cooking temperatures monitored. (pork 145°F, fish 145°F, ground meat 155°F, poultry/stuffed foods/reheat 165°F)
- Utensils or disposable gloves to provide no bare hand contact with food

### Employee Habits
- Employees keep hands clean and wash hands frequently
- Employees have no open sores or communicable disease(s)
- All food handlers are wearing clean clothing and hair is restrained, if needed
- No smoking allowed in food facility or grill/deep-fat fryer area

### Postings
- **NOTE:** Valid permit allowing operation of temporary food facility to be posted upon issuance
- Self-inspection checklist visibly posted inside booth

## Signature of Booth Operator Completing Checklist:

**Date:**

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*Checklist provided by the Center for Environmental Health, Cobb & Douglas Public Health*  
*CobbandDouglasPublicHealth.org*