

**GREENE COUNTY HEALTH DEPARTMENT  
ENVIRONMENTAL HEALTH SERVICES  
310 Fifth Street, Carrollton, IL 62016  
942-6961 or 800/942-6961**

**GUIDELINE FOR FAIRS AND TEMPORARY FOOD SERVICE ESTABLISHMENTS**

The following is a guide to assure compliance with the Illinois Department of Public Health's (IDPH) Food Service Sanitation Code pertaining to the operation of temporary food service facilities at fairs and similar temporary events. Each section is keyed to the corresponding item number on a retail food sanitation inspection report.

A. Food

1. Source

- a. All food supplies shall be obtained from sources that comply with applicable state laws and rules. (Item #1)
- b. All food shall be clean, wholesome and free from adulteration and misbranding. (Item #1)
- c. No home-canned or homemade foods shall be allowed. (Item #1)
- d. Potentially hazardous food, such as meat, milk, eggs, poultry, fish or cream-filled pastries, must be prepared in a facility licensed and/or inspected by a federal, state or local government regulatory agency. Potentially hazardous foods shall not be received, stored or prepared in a non-inspected facility. (Item #1)
- e. Milk for drinking purposes shall be dispensed from an unopened, commercially filled package not exceeding one pint in capacity or from a mechanical, bulk milk dispenser. (Item #2)
- f. All ground meat intended for use in sandwiches shall be purchased in patty form only. (Item #8)
- g. Ice shall be obtained from an approved commercial source in chipped, crushed, or cubed form and shall be received in single use, closed bags. (Item #1)

2. Storage

- a. All potentially hazardous foods shall be maintained at an internal temperature of **41°F** or below OR at an internal temperature of **135°F** or above. (Item #3)
- b. A sufficient number of mechanical refrigeration units shall be provided for all potentially hazardous foods. Refrigeration units shall be capable of maintaining food temperatures below **41°F** (or below 0°F for frozen food) at all times. Commercial-grade refrigeration units are strongly suggested. Non-mechanical, chest-type coolers shall not be allowed as a substitute for refrigerators or freezers. (Item #4)
- c. All food shall be stored off the ground (i.e., on pallets or shelves) and shall be covered to prevent contamination by dust, insects, rain and other contaminants. (Item #8)
- d. Wet storage (non-drained ice) of food is prohibited, except that cans of non-potentially hazardous beverages (i.e., soft drinks, bottled water, beer) may be stored when the water/ice contained at least 50 ppm chlorine and is changed at least twice a day or more often if needed to keep both the water/ice and containers clean. (Item #8)

- e. Food, except for non-potentially hazardous foods such as cotton candy, may not be used for display (flash). All displayed items shall be covered or individually wrapped to prevent contamination. (Item #3 and/or #8)
- f. Bulk food storage containers shall be constructed of smooth and easily cleanable food-grade materials and have a lid or other means of protecting the food from contamination. (Item #14)
- g. Food not in its original container shall be labeled. (Item #2)
- h. Water storage containers shall be made of smooth, easily cleanable, non-absorbent, food-grade materials and shall have a tight-fitting lid and a dispensing valve that is of easily cleanable construction. (Item #4)

### 3. Preparation and Service

- a. All potentially hazardous food shall be prepared, stored and handled in accordance with the Illinois Department of Public Health “Food Service Sanitation Code” (77 Ill. Adm. Code 750).
- b. All food preparation and cooking surfaces shall be elevated to at least 30 inches or higher above the floor. (Item #8)
- c. Potentially hazardous foods can only be thawed in mechanical refrigeration (at temperatures less than **41°F**) or in cold, running water, or cooked frozen. (Item #6)
- d. All potentially hazardous foods must be cooked to the required internal temperatures:
  - 1. **Poultry, anything stuffed or with stuffing – internal temperature of 165°F for 15 seconds.** (Item #3)
  - 2. **Ground beef, pork and all hams (including pre-cooked) and all other ground meats – internal temperature of 155°F for 15 seconds.** (Item #3)
  - 3. **All other potentially hazardous foods – internal temperature of 145°F for 15 seconds.** (Item #3)
- e. Leftover, potentially hazardous food shall be discarded at the end of the day. No potentially hazardous food shall be carried over to the next day. **Waffle batter, funnel cake batter and corn dog batter containing egg and egg products or milk and milk products are potentially hazardous foods and must be discarded at the end of the day.** (Item #1)
- f. Whole roasts for barbecue sandwiches may be prepared a day in advance provided specific procedures based on HACCP are used and written permission is given by the health department. The written approval for this practice shall be posted at all times in the stand.
- g. Fruits and vegetables shall be washed with approved commercial wash and rinsed before being used. (Item #8)
- h. Condiments, such as mustard, catsup, sugar, etc., shall be individually packaged or dispensed from a container that protects the condiment from contamination, i.e., pump dispenser or “squeeze” type bottle. Condiments that cannot be poured, such as onions (sliced or diced), pickles, etc., shall be dispensed from a container with a self-closing lid. (Item #8)
- i. Food and ice shall be handled with scoops, tongs, spoons or other appropriate utensils. Ice shall not be hand dipped or dispensed with a glass or cup. (Item #9)
- j. Scoops, tongs and other serving utensils shall be stored
  - 1. in the food with the handle extended out of the food, or
  - 2. stored clean and dry, or
  - 3. stored in running, potable water. (Item #10)

- k. All food preparation, cooking, post-cooking preparation and distribution shall be in an enclosed area constructed in accordance with “Food Stand Construction,” Section C1, of this guide. (Item #35) The only exceptions to this are as follows:
  1. Dispensing of non-potentially hazardous beverages that require no subsequent preparation or handling, i.e., soft drinks and beer.
  2. Open, non-controlled flame cooking (wood or charcoal cooking) may be done outside the food stand to reduce fire hazards. Open flame cooking must provide a method to protect the food from overhead and environmental contamination (lid or cover) and protection from the general public (segregation of the area by ropes, location, etc.). Electric and gas cooking must be conducted within a facility constructed in accordance with Section C of these guidelines. After the food has been cooked, it must be immediately transferred into the food stand in a covered container and held at **135°F** or above. Hot holding of cooked product on a grill located outside of a stand constructed in accordance with Section C is prohibited. (Item #8)
  3. Dispensing of food items that are individually wrapped in a manner that protects them from contamination or adulteration.

## B. Equipment, Utensils

### 1. Customer Utensils

- a. Only single-service utensils (fork, knife, spoon, plates and cups) shall be provided to the customer. No single-service article can be reused. (Item #26)
  - b. Single service articles shall not be stored on the floor or ground and shall be stored and dispensed in a manner that prevents contamination. (Item #25)
  - c. Single service cups shall be dispensed from an approved tube dispenser or from the plastic shipping wrap surrounding each stack of cups. The cups shall be dispensed in a manner that prevents contamination of the interior or surfaces that come into contact with the mouth of the consumer. (Item #25)
2. Food contact equipment and surfaces shall be smooth, easily cleanable, non-absorbent, of food-grade materials and be in good repair. Chipped or crazed enamelware, wood, or galvanized surfaces are not acceptable food contact surfaces. Wood daubers are prohibited. Wrapped, single-use chopsticks, ice cream spoons or similar utensils are acceptable. (Item #14)
  3. Each mechanical refrigeration unit shall be provided with a thermometer that is accurate to plus or minus 3°F. (Item #5)
  4. Each stand that serves potentially hazardous foods shall have and use a metal stem-type thermometer that is numerically scaled in 2°F increments from at least 0° to 165°F and is accurate to plus or minus 2°F to assure the attainment and maintenance of the temperature requirements. (Item #5)
  5. Cleaning
    - a. Facilities shall be provided on-site for washing, rinsing, sanitizing and air drying of all pots, pans and utensils. Provide a three-compartment sink, three basins or three pails. (Item #16) Sinks, basins or pails shall be large enough to immerse the largest food utensil used. (Item #16)
    - b. After each use, all equipment and food-contact surfaces (except cooking surfaces) shall be thoroughly washed (hot, soapy water), rinsed (clean water), sanitized in a solution of 50 to 100 ppm available chlorine or equivalent sanitizer, and air dried. (Items #16, #18, #19 and #20) Cooking surfaces shall be cleaned at least once a day or more frequently if needed. (Items #22 and #23)

- c. Wiping cloths used for cleaning food contact surfaces shall be clean. The cloths and sponges shall be stored in a sanitizing solution of at least 100 ppm chlorine between uses. (Item #21)
- d. Wiping cloths used for cleaning non-food contact surfaces shall be clean and stored in a sanitizing solution of at least 100 ppm chlorine between uses. (Item #21)
- e. Food contact and non-food contact wiping cloths shall not be interchanged. (Item #21)

### C. Food Stand

1. Construction – Food preparation and service stands
  - a. The walls and ceiling shall be made of wood, canvas or other material that protects the interior from the weather. (Item #37)
  - b. All wood framing shall be freshly painted so that it is smooth, easily cleanable and non-absorbent. (Item #37)
  - c. The floor in the food preparation area shall be well drained concrete or asphalt, or shall have a temporary floor that is constructed of wood and elevated to prevent contamination of food by dust, mud and so forth. Sawdust shall not be used as a floor covering. (Item #36)
  - d. The floors, walls and ceiling shall be in good repair and maintained in a clean condition. (Item #36 and #37)
  - e. The food stand shall be constructed in a manner that prevents the entrance of insects. (Item #35)
    1. Screening material shall be at least 16 mesh to the inch.
    2. Doors to the food preparation areas shall be screened and shall be self-closing and kept closed except when in actual use.
    3. Counter-service openings shall not be larger than necessary for the particular operation conducted. These openings shall be provided with tight-fitting, solid or screened doors or windows that shall be kept closed, except when in actual use.
    4. Air curtains may be used in lieu of screens if they meet the following specifications:
      - a. The air curtain or multiple unit installation shall be at least as wide as the opening to be protected.
      - b. The air curtain shall effectively restrict the entrance of insects into the food stand.
      - c. The manufacturer’s written instructions for the installation and operation of the air curtain shall be followed and available at the food service stand at all times the air curtains are in use.
2. Light bulbs or fluorescent tubes inside the food preparation area shall be shielded or be of “shatter-resistant” construction. (Item #38)

### D. Personal Hygiene

1. The following individuals shall not work in a food stand: (Item #11)
  - a. personnel with infected cuts, burns or boils on their hands or arms, and/or
  - b. personnel with diarrhea or who are carriers of a foodborne pathogen, and/or
  - c. personnel with a respiratory infection.
2. Fingernails shall be clean and trimmed. (Item #12)

3. Hands and arms shall be washed with clean water and soap before starting work, after each visit to the toilet, immediately before handling ready-to-eat food and as frequently as necessary during the day to maintain clean hands and arms. (Item #12)
4. Handwashing facilities shall be provided and used in each establishment. The minimum facilities shall consist of a basin, clean water, soap, and paper towels. Common towels are prohibited. (Item #31 and #32)
5. Employees shall wear clean outer clothing. (Item #13)
6. Employees shall wear effective hair restraints. Examples of effective hair restraints are hair nets and billed "baseball caps" where the hair is covered and contained. Hair spray or visors shall not be allowed in lieu of an effective hair restraint. (Item #13)
7. Eating, drinking and smoking or other use of tobacco is not permitted in the food preparation or sales areas. (Item #12)

E. Water

1. Water shall be obtained from an Illinois Environmental Protection Agency approved and regulated system or from another source approved by the health department. (Item #27)
2. Devices shall be provided to protect against back flow and back siphonage to protect the water supply and shall be constructed in accordance with the Illinois Plumbing Code (77 Ill. Adm. Code 890). (Item #30)

F. Waste Disposal

1. No drain lines from beverage dispensing equipment, ice machines, etc., shall pass through the ice bin or other storage containers of exposed food. (Item #14)
2. All "gray water" (dishwashing water, handwashing water and other liquid waste water) shall be disposed into public sewers in a manner that does not create a public health nuisance or hazard and shall not be allowed to run out on the ground. (Item #28)
3. All fats, oil and grease shall be disposed into waste grease barrels provided on the grounds for this use. (Item #33)
4. All garbage shall be discarded into the covered garbage disposal containers provided on the grounds for this use. (Item #33)
5. The food stand operator shall keep the grounds surrounding his or her stand free of food scraps, paper and other debris. (Item #42)

G. Certified Food Service Sanitation Manager

1. One certified Food Service Sanitation Manager shall be on premises at all times foods are prepared and served. (Item #45)

**2013 IDPH FOOD SERVICE SANITATION CODE MAY BE FOUND AT:**

- [www.dph.illinois.gov](http://www.dph.illinois.gov) (1) click laws and rules  
 (2) click FSSMC, Retail & Manufactured Food  
 (3) click Food Service Sanitation Code (4/15)

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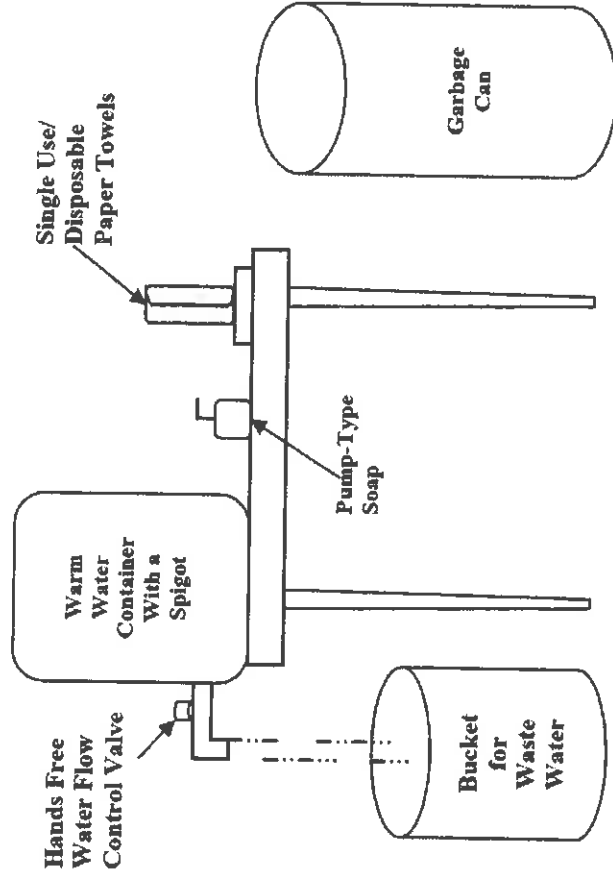
**DAILY PRE-OPENING CHECKLIST FOR TEMPORARY FOOD STANDS**

The following can be used to assist you in conducting a daily self-inspection of your stand before you open. If you are missing any of the following required equipment, **DO NOT OPEN** until the equipment is renovated or repaired.

- Six separate sinks, pails or basins for
  - a) Washing, rinsing and sanitizing utensils and equipment;
  - b) Washing hands;
  - c) Wiping cloths for food contact surfaces;
  - d) Wiping cloths for non-food contact surfaces.
  
- A metal-stemmed thermometer (not glass) accurate to +/-2°F for checking food temperatures.
  
- A thermometer for each mechanical refrigeration unit (refrigerator or freezer) accurate to +/-3°F.
  
- Equipment, utensils, etc., in good condition (no chips, pitting, rust, etc.). All equipment and utensils must be cleaned and sanitized before the beginning of the fair or event and as often as necessary, but no less than once a day. Any stand that is found to have a food buildup on its equipment shall be shut down until all equipment is disassembled, cleaned and sanitized.
  
- Detergent, sanitizer and sanitizer test strips available in each stand where utensils are cleaned.
  
- Hand soap and paper towels for handwashing. See attached Handwashing Station.
  
- Sufficient mechanical refrigeration to hold **cold** potentially hazardous food temperature at **41°F** or below at all times. Commercial-grade refrigeration units are strongly suggested.
  
- Mechanical hot-holding equipment to maintain **hot** food temperatures at **135°F** or above when required.
  
- Hair restraints available and used by all employees whose hair drops into facial area or shoulder length while in food booth. Contain hair in an effective manner as not to have to keep tucking behind ears, etc. Visors and hair spray are not considered to be effective restraints.
  
- All food prepared in an unapproved area, kitchen or location and/or from an unapproved source will not be allowed. This includes home-canned goods, but fruit pies, cookies, brownies, and similar sweets shall be allowed – they are not considered potentially hazardous foods.
  
- All food stands shall be constructed to facilitate cleaning of the food preparation area. Any food stand that is not in good repair (chipped paint, unsealed wood preparation tables, or shelves, etc.) will not be allowed to operate until repaired to meet the Illinois Food Service Sanitation Code.
  
- Note:** Any potentially hazardous foods held or stored between **41°F. and 135°F.** shall be destroyed if stand cannot verify holding times (less than 2 hours) by documentation. **All leftovers at end of the day's event shall be discarded and not reserved for the following day's service.**

## TEMPORARY HANDWASHING DIAGRAM

A temporary handwashing station is required at all permitted temporary food facilities. This must be set up prior to any food preparation. Provide a container with a spigot that allows hands-free flowing water, a waste water bucket, a pump-type soap dispenser, a single use/disposable paper towels, and a garbage can for disposable paper towels. All food workers must wash their hands when they return to the concession stand/booth and after using the restroom, after eating, smoking, or handling unclean items.



Water used for hand washing shall be from a potable source.