

TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER

FOOD, DRINK & RELATED SERVICE

GUIDELINES AND REQUIREMENTS

1. Do not prepare any potentially hazardous food at home. All food served must be prepared on site or in an inspected, approved kitchen with the exception of non-potentially hazardous foods such as prepackaged cookies, cakes, or snacks.
2. The handling of extremely hazardous foods such as meat salads, potato salads and cream pies requires special care to minimize the danger of food borne illness from these spoilage-susceptible products. Please contact Safety Services if you are going to sell products in this category.
3. Proper food temperatures must be maintained in transport and on site. Hot foods must be kept at 135 degrees F or above and cold foods at 41 degrees F or below at all times. Provide facilities for maintaining food temperatures, such as sterno (warmers) and containers of ice.
4. Keep a food thermometer in your booth to check food temperatures.
5. All food transported to the site and all food kept on site must be protected from contamination (dust, flies, etc.) at all times.
6. Avoid unnecessary handling of foods by the use of dispensing utensils, ladles, plastic gloves, etc.
7. No one with cold-like symptoms, flu, skin infections, open wounds, cuts, abrasions, or other sickness, is permitted to handle food items.
8. Always keep bleach available to sanitize all utensils washed and to sanitize all food preparation and service surfaces. (proper dilution: 1 tablespoon bleach per 1 gallon of clear rinse water) 50ppm.
9. Always wash hands upon arriving, after using the restroom, and after contaminating hands from routine work (i.e. handling money, etc.). Always keep containers of water and a supply of soap and paper towels handy for hand-washing at each booth or food station.
10. All ice used must be from an approved source and arrive at the site in sealed bags and be handled in a manner that protects it from contamination.
11. An overhead covering must protect all food booths. Outfitters and booths serving only packaged foods may be exempt from requirements.
12. Do not place foods directly on the ground. Elevate to prevent contamination from dirt, insects, spills and weather-related conditions.
13. Provide conveniently located trash containers with lids at each booth and/or serving station.
14. Approved facilities must be provided to wash and sanitize all utensils (alternative manual warewashing).

15. No eating, drinking or smoking is allowed while engaged in food handling. Wash hands after eating, drinking or smoking before resuming food handling.
16. All wastes, including wastewater, resulting from the booths operation must be disposed of in a sanitary manner.
17. Foods, including condiments, which are displayed for self-service must be protected by the use of food shields or other effective means (pump dispensers).
18. All operators of food stands must give due consideration to fly control in either the construction of the stand or in satisfactory operational procedures. If screening is used, wire mesh screening of not less than 16 mesh per square inch will satisfy this requirement. Fly bait or other control measures may be required. This subsection does not apply if flying insects or other pests are absent due to the location of the establishment or other limiting conditions.
19. Non-potentially hazardous food such as cookies or cakes shall be prepackaged and served as individual servings.
20. All tableware conveyed to the consumer will be disposable, single, service items (plastic, paper, etc).
21. Food contact surfaces including cutting boards will be smooth, nonporous, and easily cleanable.
22. Food shall be obtained from sources that comply with the law (FDA, USDA, and State Health Department).
23. Packaged food shall be properly labeled according to federal and state law (USDA, Texas Department of State Health Services).
24. Trash containers with liners shall be provided as necessary.
25. Fire extinguishers shall be provided as necessary.
26. Department sponsoring and vendor shall ensure and comply with applicable permitting requirements and Purchasing guidelines prior to activity being scheduled.

NOTE: Safety Services will reserve the right to inspect all food preparation areas and facilities. The department reserves the right to pick up any food item for sampling of bacterial contamination and the lab reports will be made available to the sponsoring organization or vendor. Safety Services will, if deemed in the interest of public health and safety, condemn food items or prohibit the sale of such items. If you have any questions please call Safety Services, Environmental Protection Division, at 806-743-2597.