



CHECKLIST FOR OPENING FOOD ESTABLISHMENTS

INSTRUCTIONS: (1) Select the appropriate check list box below (2) Follow the steps (3) Submit required fees

<input type="checkbox"/> <u>BUILD NEW ESTABLISHMENT</u>	Required Fees
<ol style="list-style-type: none"> 1. Complete the <u>Plan Review Application</u>. 2. Prepare a blueprint, sketch, or floor plan of the establishment, including equipment, coolers, sinks, cookers, warewash area, restrooms, storage, exterior equipment, dumpster etc. 3. Submit the application, the plan review fee, and the blueprints to Environmental Health Division at the above address. 4. An on-site inspection may be necessary at this time. 5. Check local City Hall requirements for zoning, building, fire, or Certificate of Occupancy. 6. The plans will be reviewed. All comments, alterations, or corrections are returned to the owner. All requirements in the current Texas Food Establishment Rules and local ordinances apply. Any variance requested by owner shall be submitted to the Environmental Health Division. 7. Ensure that all food employees have a permit card. (See <u>Information Fact Sheet: Food Manager/ Food Handler Permits</u>.) Complete the <u>Food Manager Permit Registration Application</u> (Note: some courses prepay this fee for the students). All non-Grayson County Food Handler Certificates must be transferred (\$15). 8. When construction is complete, call Environmental Health Division for a pre-operational inspection for final approval. (72 hours notice) 9. Complete the <u>Retail Food Establishment Permit Application</u> and pay the appropriate annual fee. 10. Begin operations. (The annual operating permit is mailed. Post the permit for public display.) 	<p>Plan Review (\$150)</p> <p>Check local City Hall for their fees</p> <p>Food Manager Course-up to 14 hr (accredited course fees vary) Food Manager Registration (\$50) Food Handler (\$20/person)</p> <p>Annual Fee (\$150 to \$300)</p>

<input type="checkbox"/> <u>REMODEL EXISTING ESTABLISHMENT</u>
<ol style="list-style-type: none"> 1. Notify Environmental Health Division. 2. Some or all of the steps listed above may be required depending on the extent of the remodeling.

<input type="checkbox"/> <u>CHANGE OF OWNERSHIP</u>	Required Fees
<ol style="list-style-type: none"> 1. Notify Environmental Health Division. Inspection reports of the previous establishment will be reviewed for previous structural or equipment defects. Correction may be required if warranted. 2. If warranted, new owner shall follow the steps in the <input type="checkbox"/> <u>Build New Establishment</u> box above. If not warranted, for example only minor corrections, the plan review and fee are both waived. 3. Ensure that all food employees have a permit card. (See <u>Information Fact Sheet: Food Manager/ Food Handler Permits</u>.) Complete the <u>Food Manager Permit Registration Application</u>. (Note: some courses prepay this fee for the students) 4. Complete the <u>Retail Food Establishment Permit Application</u> and pay the appropriate annual fee. 5. Begin operations. (The annual operating permit is mailed. Post the permit for public display.) 	<p>Plan Review (\$150 unless waived)</p> <p>Food Manager Course up to 14 hr (accredited course fees vary) Food Manager Registration (\$50) Food Handler (\$20/person) Food Handler transfer (\$15.00) Annual Fee (\$150 to \$300)</p>

- Enclosures:
- (1) Checklist for Food Establishment
 - (2) Info Fact Sheet: Manager/Handler
 - (3) Food Manager Registration
 - (4) Retail Food Establishment Permit Application
 - (5) Plan Review Application,
 - (6) Plan Review-4 pages

- (7) Mobile Food Unit Requirements-3pages
- (8) Food Handler Transfer Form

Grayson County Health Department

205 N. Houston Avenue; Denison, TX 75021-3014

Environmental Health Division

Tel:(903) 465-2878/Fax: (903) 465-2978

INFORMATION FACT SHEET: FOOD MANAGER and FOOD HANDLER PERMITS

REQUIREMENTS

Permit Cards:

- All employees must have permit cards **PRIOR** to starting work. No grace periods.
- Permit cards shall be current and be issued by the Grayson County Health department.
- Original permit cards shall be available during inspections.
- Replacement cards are issued for a \$5 fee (no fee if receipt presented)
- Penalty: **Citation issued for noncompliance.**

Food Manager: All food establishments preparing or serving potentially hazardous food shall have at least one certified food service manager on duty during each shift. The manager shall have successfully completed a food service manager course (see Classes below). **A copy of the course certificate shall be submitted to the Grayson County Health Department with a registration fee of \$50 (a Grayson County permit card will be issued as verification of registration).** The managers are not required to have a food handler permit.

Food Handler: All food handlers (chefs, cooks, butchers, waitresses, waiters, bakers, bar persons, bus persons, dishwashers, delivery drivers, persons handling ice or any other type of open food or beverage, etc.) shall have a food handler permit. Children under 14 years of age are not allowed in food preparation. All current federal child labor laws are applicable. **Food handler permits obtained outside Grayson County are transferable from state approved course in our Denison office for a \$15.00 fee.**

Temporary Events: All workers shall have a permit (see table below). Valid food handler permits obtained outside Grayson County may be recognized for temporary events.

- **Food Handler:** Online at <http://graysoncotx.foodhandlerclasses.com/>. Take any time at a computer with internet access. Permit may be printed after successful completion. \$20
- **Spanish Food Handler** class is held every 3rd Thursday of the month at 3:30 pm (Denison location). \$20– Registration begins at 3pm.
- **Food Handler via classroom:** Located at 205 N. Houston Street; Denison, TX. ***Class will be held on the 3rd Wednesday of the month at 3:30 p.m.*** Length of class 1.5-2 hours. \$20– Registration begins at 3pm

Other Information		Telephone	Time	Cost	Expiration
Food Manager/ Handler	Texoma Foodservice Training	903-815-1286	Call	Call	5 years
	Other State Approved Locations/On-line	512-458-7111	Call	Call	5 years
Temporary Events	Option 1: One food manager permit Option 2: Food handler cards for all workers	903-465-2878	8am-5pm Denison office	\$35	14 days consecutive



FOOD MANAGER PERMIT REGISTRATION APPLICATION

INSTRUCTIONS: (1) Complete all information below (2) Enclose a copy of the food service manager certificate or card (3) **Submit \$50.00 fee to GCHD**

I have received a certificate from a food service manager training course that is accredited by the Texas Department of State Health Services. I have enclosed a copy. Please register my certificate with the Grayson County Health Department for a \$50 fee as required by law.

FOOD MANAGER Mail permit to

Name: _____
(Last) (First) (M)

Home Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Driver License No: _____ Date of Birth: _____

Signature: _____

ESTABLISHMENT Mail permit to

Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

GENERAL MANAGER: _____ FAX OR E-MAIL: _____

ACCREDITED FOOD SERVICE MANAGER TRAINING COURSE

Name: _____

Certificate No: _____ Expiration Date: _____

HEALTH DEPARTMENT USE ONLY

RECEIPT NO: _____ MANAGER PERMIT EXPIRES: _____

DATE PAID: _____ PERMIT POSTED: _____

REGISTRATION FEE: \$50 GCHD CERTIFICATE NO.: _____

INITIALS: _____ MANAGER PERMIT MAILED / DELIVERED: _____



RETAIL FOOD ESTABLISHMENT PERMIT APPLICATION

INSTRUCTIONS: 1. Complete all information (include \$50 late fee for delinquent applications) 2. Obtain employee permits* PROVIDE a Copy of all Manager & Handler Permit cards & work roster (3. Return with fee to GCHD

ESTABLISHMENT <input type="checkbox"/> Renewal <input type="checkbox"/> New owner <input type="checkbox"/> Name or location change Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Tel: _____ Fax: _____ General Manager: _____ E-Mail: _____ Send permit and renewal notice to: <input type="checkbox"/> Establishment <input type="checkbox"/> Owner	OWNER Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Tel: _____ Fax: _____ APPLICANT'S NAME : Cell : _____ Signature: _____ Print: _____ Date: _____
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TYPE OF OPERATION Restaurant or Cafeteria School Convenience Store Grocery Mobile Concession or Carry Out Day Care (13 or more children) Nursing Home Snow Cone (No other foods) Bed & Breakfast Other: _____	DAY AND TIME OF OPERATION <table border="1" style="width:100%; border-collapse: collapse;"> <tr><td style="width:20%;">Mon</td><td style="width:80%;"></td></tr> <tr><td>Tue</td><td></td></tr> <tr><td>Wed</td><td></td></tr> <tr><td>Thur</td><td></td></tr> <tr><td>Fri</td><td></td></tr> <tr><td>Sat</td><td></td></tr> <tr><td>Sun</td><td></td></tr> </table>	Mon		Tue		Wed		Thur		Fri		Sat		Sun		<p style="text-align: center;">*EMPLOYEE PERMITS (This section must be completed)</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:80%;"> Food Managers: All certified managers shall be <u>registered</u> with the Grayson County Health Dept. By law, a <u>registered</u> manager shall be on duty during each shift. </td> <td style="width:10%;"> Grayson County Health Dept Permit #. </td> <td style="width:10%; text-align: center;"> Total Managers </td> </tr> <tr> <td> Names: (LIST ADDITIONAL MANAGERS ON BACK) _____ _____ _____ _____ </td> <td> Expires: _____ _____ _____ </td> <td> _____ _____ _____ </td> </tr> <tr> <td colspan="2"> Food Handlers: Any full or part-time person handling food or food equipment, examples: • Ice handlers • Bar persons • Dishwashers • Day care workers • Cooks • Bus persons • Delivery drivers • Nursing home workers • Butchers, bakers • Wait staff • Concession workers • Food sampling workers </td> <td style="text-align: center;"> Total Handlers </td> </tr> <tr> <td colspan="3" style="text-align: center;"> TOTAL EMPLOYEES (add Total Managers and Total Handlers) </td> </tr> <tr> <td colspan="3" style="text-align: center;"> PLEASE PROVIDE COPY OF PERMIT CARDS </td> </tr> </table>	Food Managers: All certified managers shall be <u>registered</u> with the Grayson County Health Dept. By law, a <u>registered</u> manager shall be on duty during each shift.	Grayson County Health Dept Permit #.	Total Managers	Names: (LIST ADDITIONAL MANAGERS ON BACK) _____ _____ _____ _____	Expires: _____ _____ _____	_____ _____ _____	Food Handlers: Any full or part-time person handling food or food equipment, examples: • Ice handlers • Bar persons • Dishwashers • Day care workers • Cooks • Bus persons • Delivery drivers • Nursing home workers • Butchers, bakers • Wait staff • Concession workers • Food sampling workers		Total Handlers	TOTAL EMPLOYEES (add Total Managers and Total Handlers)			PLEASE PROVIDE COPY OF PERMIT CARDS		
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LIQUID WASTE TRANSPORTER: _____ GRAYSON COUNTY/TCEQ No. _____

NOTE: Only transporters permitted by Grayson County may be employed to pump grease traps.

This permit is nontransferable. A new permit is required for new owners, change of name, or new location. Nonprofit facilities shall have a 26 USC Section 501c3 exemption on file. **A late fee of \$50 is assessed if postmarked after expiration date.** Make check payable to GCHD. \$30 fee for returned checks. No Refunds. **THIS IS A PUBLIC DOCUMENT AND IT IS UNLAWFUL TO KNOWINGLY PROVIDE FALSE INFORMATION.**

HEALTH DEPARTMENT USE ONLY	
RECEIPT NO: _____	PERMIT MAILED: _____
DATE PAID: _____	PERMIT POSTED: _____
ANNUAL FEE: _____	PERMIT EXPIRES ON:
LATE FEE: _____	
INITIALS: _____	

ANNUAL FEE SCHEDULE	
\$300	6 or more Total Employees
\$200	0 to 5 Total Employees or Mobile
\$150	Day Care (13 or more children)
\$150	Snow Cone (no other foods)
NO FEE	Exempt (IRS verification)
\$50	Late Fee (include in remittance)

NOTE: THE TOTAL NUMBER OF EMPLOYEES SHALL NOT EXCEED THE NUMBER CHECKED ABOVE THROUGHOUT THE DURATION OF THE PERMIT. NOTIFY THE HEALTH DEPARTMENT IMMEDIATELY IF EMPLOYEES INCREASE. A ADDITIONAL FEE WILL BE REQUIRED.



PLAN REVIEW APPLICATION FORM

Submit: (1) Completed Application (2) \$150 Fee and (3) Copy of Plans to Denison Office

Name of Facility : _____

Address of Facility: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Address of Owner/Corp: _____

Telephone: _____ Fax: _____

Name of person in charge: _____

Reason for Application: New Remodeled Change of Ownership

Type of Facility: Food Service Retail Store Mobile Food Unit Commissary
Food Manufacturer Swimming Pool/Spa Other

Type of Service: Describe nature of operation and menu items

Days and Hours of Operation: _____

APPLICANT NAME: _____ DATE: _____

HEALTH DEPARTMENT USE ONLY			
RECEIPT NO.:	DATE PAID:	FEE PAID:	INITIALS:
_____	_____	_____	_____

PLAN REVIEW FOR FOOD ESTABLISHMENTS - continued

1. SUBMISSION OF PLANS.

___ A complete set of plans and specifications shall be submitted. Plans must be drawn to scale.

2. CERTIFICATE OF OCCUPANCY.

___ Owner must obtain a Certificate of Occupancy or be issued clearance before a Health Permit will be issued.

3. TIME LIMITATION ON CONSTRUCTION/REMODELING.

___ Construction must begin and end within the time limits of the project's Building Permit.

___ City Departments such as Building (electrical, mechanical, plumbing) and Fire may be involved.

4. INSPECTIONS OF FACILITIES BY HEALTH DEPARTMENT.

___ Contact the plans reviewer to schedule a preliminary inspection before the construction is completed.

___ Contact the plans reviewer to schedule a final inspection at least 72 hours prior to opening for business.

5. ALTERATION(S) TO PLANS.

___ Contact the plans reviewer before making any alterations in approved plans.

6. WATER SUPPLY.

___ Establishment's water shall be from a public water system or an approved source that meets State drinking water requirements.

___ Private wells shall be approved by TCEQ

7. SEWAGE

___ All sewage and waste water shall be disposed into a public sewage system or an individual sewage disposal systems that meets State and local requirements.

8. WALLS AND CEILINGS.

___ Wall and ceiling surfaces in food preparation, food serving, warewashing, storage areas, and toilet rooms must be smooth, nonabsorbent, easily cleanable, light in color and in good condition. Acoustical ceiling panels are not approved in these areas.

___ Studs, joists, and rafters shall not be exposed in the areas listed above.

___ Utility lines and pipes must not be unnecessarily exposed and must not obstruct or prevent cleaning of walls or ceilings.

___ Duct work for HVAC shall be recessed inside walls or ceilings.

9. FLOORS.

___ Floors in food preparation, food serving, warewashing, storage areas, and toilet rooms must be smooth, nonabsorbent, easily-cleanable, and in good condition.

___ Exposed horizontal utility lines service lines or pipes may not be installed on the floor.

___ Floor-wall junctures must be covered and sealed.

___ Floor drains are required in areas subject to overflow or where a discharge of liquid waste is expected from equipment such as buffet lines, salad bars, drink stations, ice machines.

10. SHELVING AND CABINETS.

___ Unfinished construction is not allowed anywhere. Interior surfaces of cabinets and shelf surfaces shall be finished with a smooth, nonabsorbent, easily cleanable surface.

___ Shelving and racks shall hold food and food-related items a minimum of 6 inches off the floor. The area between the floor and lowest shelf shall be easily cleanable.

___ Wooden shelves or racks are not permitted in refrigerated storage areas. Only stainless steel or other non-corrosive metal shelving are approved for use in refrigerators, freezers, and walk-in refrigeration units.

11. HANDWASHING LAVATORIES.

___ Lavatories designated only for handwashing are required if any type of food/mixed drink preparation or warewashing is conducted.

___ Lavatories shall be accessible and conveniently located in food preparation, food serving and warewashing areas, and toilet rooms.

___ Lavatories must be equipped with hot and cold water, supplied through a mixing valve or combination faucet.

___ Lavatories shall be located to avoid contamination of food and food-related items and areas. Splash guards may be used to meet this requirement.

PLAN REVIEW FOR FOOD ESTABLISHMENTS - continued

12. WARE WASHING FACILITIES.

- ___ A minimum three-compartment sink is required for manual washing, rinsing and sanitization of equipment and utensils.
- ___ All ware washing sinks shall be large enough to permit the complete immersion of the largest piece of portable equipment.
- ___ Separate drainboards for soiled and clean equipment and utensils shall be attached to all ware washing fixtures.
- ___ All mixed-drink type facilities or those using any glassware resulting in the need for a "dump sink" must have an adequate four-compartment sink with double drainboards.
- ___ Mechanical dishwashing machines may supplement but not replace the manual sink requirement.

13. FOOD PREPARATION SINKS.

- ___ Food preparation sinks shall be separate from ware washing sinks and shall be drained into the sewage system through a minimum 1-inch vertical air gap.

14. UTILITY SERVICE SINK.

- ___ At least one utility sink or curbed cleaning facility shall be provided for the cleaning the mops and similar floor cleaning tools and the disposal of mop water or other waste water.
- ___ The utility service fixture shall be located to avoid the contamination of food and food-related items and areas.
- ___ The utility service fixture shall be provided with hot and cold water.
- ___ A vacuum breaker or approved backflow prevention device shall be installed if a hose is connected.
- ___ A device must be present to hang all mops, brooms, and squeegees.

15. PLUMBING.

- ___ Approved backflow prevention device shall be installed on items connected to the water system, such as chemical injectors, attached hoses, and spray wands where there is a potential for direct connection between the potable water system and non-potable water. This includes outside water faucets.
- ___ There shall be no direct connection between the sewage system and any drains originating from equipment in which food or utensils are placed, such as ice machines, food preparation sinks, floor drains in walk-in refrigeration units, steam tables, and salad bars. These fixtures shall be drained into the sewage system through a minimum 1-inch vertical air gap.
- ___ Water heaters will provide a constant and ready source of hot water to all supplied fixtures.

16. EQUIPMENT DESIGN AND INSTALLATION.

- ___ Recommend equipment which is designed and constructed for commercial use be used in food establishments. Residential, home-type refrigerators, freezers, ranges and ovens may not withstand the heavy use.
- ___ Installed and immobile equipment such as refrigerators, freezers, ovens, ranges, fryers, food preparation units and tables shall be (a) sealed to the floor; (b) installed on a raised platform of sealed concrete; or (c) elevated on legs to provide a minimum 6 inch clearance between floor and equipment.
- ___ Sufficient space must be provided for easy cleaning between and behind each unit of floor-mounted equipment, or the space between it and adjoining equipment units and adjacent walls shall be closed and sealed.
- ___ A minimum 3-foot working space/aisle shall be maintained throughout the establishment in food preparation, food serving, warewashing and storage areas.
- ___ The tops of all walk-in refrigeration units and vent hoods shall be extended to the ceiling and properly sealed.
- ___ Hoses to and from cold plates in ice bins must be grommeted at entry and exit sites. Ice bins must be equipped with proper lids.

17. VENTILATION.

- ___ A vent hood system is required when any operation within the kitchen produces excessive heat, steam, condensation, grease-laden vapors, obnoxious odors, smoke and/or fumes, and shall meet the requirements of the City Mechanical Code.
- ___ Easily removable and easily cleanable filters are required in vent hoods and ventilation systems.

18. TOILET ROOMS.

- ___ Toilet rooms shall conform to all Building, Plumbing, and Health Code requirements.
- ___ Toilet facilities shall be conveniently located and shall be accessible to employees at all times.
- ___ Toilet rooms shall be completely enclosed and have tight-fitting, self-closing solid doors.
- ___ Toilet rooms shall have mechanical ventilation to the outside of the establishment.
- ___ A covered receptacle shall be in the women's restroom.

PLAN REVIEW FOR FOOD ESTABLISHMENTS - continued

19. LIGHTING.

- The light intensity shall be at least:
 - a. 50-foot candles at all work surfaces where a food employee is working with unpackaged potentially hazardous food or with food, utensils, and equipment where employee safety is a factor.
 - b. 30-foot candles at a distance of 30 inches above the floor in sales areas, utensil and equipment storage areas, and in handwashing and toilet areas.
 - c. 20-foot candles 30 inches above the floor in walk-in refrigerators/freezers, dry food storage areas, and in all other areas, including dining areas during cleaning operations.
- Light bulbs shall be shielded, coated, or otherwise shatter-resistant in areas where there is exposed food; clean equipment, utensils, and linens; or unwrapped single-service and single-use articles.

20. GARBAGE AND REFUSE DISPOSAL.

- Garbage and refuse containers, dumpsters, and compactor systems shall be stored on or above a smooth surface of nonabsorbent material, such as concrete or asphalt.
- Discharge of liquid waste from compactor units shall be diverted to the sanitary sewer.

21. LAUNDRY FACILITIES.

- Laundering shall be restricted to washing and drying of linens used in the operation of the establishment.
- If linens are laundered on the premises, a clothes dryer must also be provided and used.
- Washers and dryers may be located in dry storage areas containing only prepackaged items or in a separate laundry room.

22. INSECT AND RODENT CONTROL.

- Outside openings shall be effectively protected by tight-fitting, self-closing doors, closed windows, screening, or other means to prevent entry of insect and rodents.
- Air curtains or plastic thermal curtains are strongly recommended on exterior service doors and may become a requirement if insects cannot be excluded.

23. EMPLOYEE LOCKER AREAS AND DRESSING ROOMS.

- Enough lockers or other suitable facilities shall be provided and used for the storage of employee's clothing and belongings.
- If employees routinely change clothes within the establishment, rooms shall be designated and used only for that purpose.

24. TOXIC MATERIAL STORAGE.

- All poisonous or toxic materials shall be stored in cabinets, compartments or facilities which are used only for that purpose. Such materials shall not be stored above or immediately adjacent to food, equipment, utensils, and single-service articles.

25. DRY STORAGE AREAS.

- Food storage areas must be adequate for the operation of establishment with a recommended minimum size of at least 25% of the total square footage of other food and food-related areas.

26. SELF-SERVICE AREAS.

- Areas designated for customer self-service shall have smooth, easily cleanable, nonabsorbent flooring which shall extend at least 3 feet from the perimeter of the self-service area.
- Self-service displays shall be protected from contamination by the use of packaging or salad by food guards.
- At self-service displays where customers are allowed additional food, a sign shall be posted directing customers to use clean plates for return helpings, e.g. "Use a clean plate for each visit." Clean plates, cups, and bowls must be available.

FOOD HANDLER TRANSFER FORM- -PLEASE PRINT CLEARLY!!

***Present copy of the TDSHS accredited certificate. Submit \$15.00 fee.**

This permit can not be mailed.

DATE CERTIFICATE EXPIRES: _____

LAST NAME: _____

FIRST NAME _____ MIDDLE: _____

Date of Birth _____

WORK PLACE NAME _____

WORK ADDRESS OR CITY _____

NAME OF DSHS ACCREDITED COURSE _____

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***Present copy of the TDSHS accredited certificate. Submit \$15.00 fee.**

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Date of Birth _____

WORK PLACE NAME _____

WORK ADDRESS OR CITY _____

NAME OF DSHS ACCREDITED COURSE _____



MOBILE FOOD UNIT REQUIREMENTS

GENERAL: (Please consult with your local municipality prior to proceeding)

- All commercial, non-profit, or charitable mobile food units shall comply with these standards to operate.
- No unit is allowed to operate without wheels unless it meets all requirements of a food establishment with toilet facilities for employees, and is connected to an approved water source and a sanitary sewer or septic system.
- These minimum standards are applicable throughout the County (inside/outside city limits).
- Some cities have additional requirements (permits and licenses).

SUBMISSION OF PLANS:

- Plans and specifications indicating proposed layout, arrangement, mechanical plan, construction plans of existing or proposed unit, types of equipment by models, names and whether it is new or used must be submitted.
- Plans must also be submitted for all Mobile Food Unit Commissaries if the commissary is not a food establishment with a current health permit.
- Plans review are conducted with owners/operators on Wednesdays only by appointment

UTENSIL AND EQUIPMENT CLEANING:

- There must be a three-compartment sink with two drainboards, both made of 18-gauge stainless steel.
- The sink must have hot and cold water from an approved source.
- The sink must be of sufficient depth to completely immerse the largest piece of equipment used in the unit.

HANDWASHING:

- There must be a separate lavatory (for washing hands only) with mixing valve or a combination faucet, and hot and cold water.
- There must be single-service towels and liquid soap by dispenser.
- A hand sink in the toilet on the unit may fulfill this requirement if the unit does not exceed 20 feet.

GENERAL CONSTRUCTION:

- The unit shall be constructed in a manner as to prevent the entry of insects, dust, dirt, or other foreign matter.
- All interior walls, wall coverings, and ceilings shall be smooth, non-absorbent with easily cleanable surfaces.
- All other exposed wood surfaces must be smooth, sealed, or painted with epoxy type products.
- All edges must be protected, covered, or beveled. Studs, joists, and rafters shall not be exposed.

TOILET FACILITIES:

- Adequate separate toilet facilities must either be provided on the mobile unit or be available at a nearby permanent facility.
- If a nearby toilet is used, the mobile unit owner/operator must obtain a use-contract with the owner/operator of the nearby toilet for the term of the mobile unit's health permit. A copy of the contract must be provided to the Health Dept before a Health Permit can be issued renewed.
- Toilet rooms shall conform to all Building, Plumbing and Health Code requirements.
- Toilet facilities shall be conveniently located and shall be accessible to employees at all times.
- Toilet rooms shall be completely enclosed, have tight-fitting self-closing solid doors, and have forced-air ventilation to the outside of the unit.

DOORS AND WINDOWS:

- Shall be solid or screened (if used for ventilation), and tight-fitting with "no gaps."
- All doors shall be self-closing.
- Screening shall be at least 16 mesh.
- If doors or windows are unprotected/propped open, the unit's health permit will be suspended.

COUNTER SERVICE OPENINGS:

- Service openings shall be no larger than necessary and shall be provided with tight-fitting solid or screened doors &/or windows.
- Service openings shall be kept closed except when in actual use.

VENTILATION:

- There shall be forced air ventilation with suitable filters located over fryers, grills, and stoves to keep unit free from excessive heat, steam, condensation, vapors, and smoke.
- All systems must meet Fire Dept Requirements/Fire Codes and have removable, easily cleanable filters.

FLOOR CONSTRUCTION:

- Floors and floor covering shall be constructed of a smooth, durable material such as durable grades of acid resistant linoleum, or better grades of tile.
- All junctures between floor and walls, equipment, and shelves shall be sealed and covered.
- Equipment and shelves must be elevated a minimum of 6 inches or sealed to floor.



No carpet is allowed.

WATER SYSTEM:

- The unit shall have a portable water system under pressure.
- The system shall be of sufficient capacity to furnish enough hot and cold water for food preparation, utensil cleaning, sanitizing, and handwashing--a 35 gallon minimum.
- All water connections must meet city/Southern Plumbing Codes.
- Hoses shall be the white, RV-type, food grade.

BACKFLOW AND BACK SIPHONAGE:

- There shall be a vacuum breaker or backflow prevention device at the potable water supply point where the white water hose connects. The breaker or device shall prevent the contamination of the potable water within the unit and the potable water supplying the vehicle.

REFRIGERATED STORAGE:

- Mechanical refrigeration facilities shall be provided to maintain chilled foods at 32 to 40 F, and frozen foods hard frozen.
- Each refrigerator shall have a NSF-listed, non-glass, numerical indicating thermometer.
- Ice chests are unacceptable.

WASTE RETENTION:

- Liquid waste from the mobile food unit shall be stored in a permanently installed retention tank on the unit that is of at least 15 percent larger in capacity than the water supply tank, and no smaller than 40 gallon.
- Liquid waste shall not be discharged from the retention tank when the mobile food unit is in motion.

LIGHTING:

- At least 50-foot candles of light shall be provided to all surfaces--food preparation, utensil-washing, and handwashing.
- All light bulbs shall be shielded to protect against broken glass falling onto food or food surfaces.

ELECTRICAL WIRING:

- Units must be wired with a N.E.C. approved, commercial use conduit.
- Units must be grounded with a G.F.I. or protected by same.
- Units must have a fixed wiring cable of not more than 12 feet of approved commercial type grounded cable. This wire must be of continuous length and permanently attached to the unit via an approved junction box.

FIRE EXTINGUISHER:

- Units must have a minimum of a 5-lb A.B.C. fire extinguisher.

CEILING:

- Units must be protected by a 1-hour fire rated material.

OUTSIDE AREAS:

- Outside walking, driving, and parking areas shall be surfaced with concrete, asphalt, or dustless gravel.
- The area shall be graded to prevent pooling and shall have no depressions or potholes.
- The ground must be surfaced for at least 12 feet around the unit and any picnic tables.

CONDIMENT DISPENSING:

- Condiments provided for counter service shall be individually portioned except that catsup and mustard may be dispensed by squeeze bottles.
- Stirrers and spoons must be of the single-service, disposal type.

HOT STORAGE:

- Hot food storage facilities shall be provided to assure the maintenance of all potentially hazardous foods at 140 F or above.
- Commercial type crock pots or rotisseries are authorized.
- Home type crock pots are authorized if they can attain a temperature of 350 F.

THERMOMETERS:

- Each refrigerator/freezer storing potentially hazardous food shall have an accurate, NSF-listed thermometer.
- A metal stem thermometer (0-220 F) is required for the preparation and hot holding of potentially hazardous foods, and utensil/equipment washing.

CHEMICAL TEST KITS:

- A chemical test kit is required to test the concentration of the sanitizer solution used.

SINGLE SERVICE ARTICLES:



- ___ Single service articles, such as tableware, cups, lids, and carry-out containers, shall be those which are designed and constructed for food contact, and one time, one person use.

WIPING CLOTHS/SANITIZER SOLUTION:

- ___ A container with an approved sanitizer (chlorine 100 ppm or quaternary ammonium compound 200 ppm) shall be available during operating hours to hold wiping cloths between uses and to sanitize as required.

HEIMLICH MANEUVER POSTER:

- ___ A Heimlich poster must be posted for easy reference by employees. Posters are available at the Health Dept.

FIRST AID KITS:

- ___ A 24-unit First Aid kit must be available.

GARBAGE/REFUSE CONTAINERS:

- ___ All waste containers (inside and outside the unit) shall be durable, easily cleanable, insect-proof, rodent-proof, nonabsorbent to liquids, leak-proof, and lined with a plastic bag.
- ___ Containers shall have tight-fitting lids, and shall be kept covered when not in actual use.
- ___ Containers must be provided with handles.
- ___ There shall be at least one waste container outside.
- ___ The capacity of outside container(s) shall be sufficient to accommodate all garbage and refuse that accumulates.

COMMISSARY/SERVICING AREA:

- ___ Mobile food units shall operate from and return to a commissary or other food establishment for servicing.
- ___ Units shall not remain at their operating site when they are closed.
- ___ A servicing area shall include at least an overhead protection for supplying, cleaning, and servicing, to include water servicing.
- ___ Potable water servicing equipment shall be installed according to law, (bib attached) and handled in a way that protects the water and equipment from contamination.
- ___ Surface of the servicing area shall be constructed of a smooth nonabsorbent material such as concrete or machine-laid asphalt), and shall be maintained in good repair, kept clean, and graded to drain.
- ___ Within this servicing area, there shall be a location provided for the flushing and drainage of liquid wastes separate from the location provided for water servicing and for the loading and unloading of food and related supplies.
- ___ The mobile food unit liquid waste retention tank, when used, shall be thoroughly flushed and drained during the servicing operation. All liquid waste shall be discharged to a sanitary sewerage disposal system.

ICE:

- ___ Ice for human consumption shall not come in contact with any food, food products, or drinks.
- ___ Ice must be obtained only in chipped, crushed, or cubed form, and in single use, safe, labeled plastic bags (no garbage bags), and filled at point of manufacture or from an approved ice machine.
- ___ All ice shall be dispensed using ice scoops or by mechanical dispenser.
- ___ If ice is used for human consumption, the ice bin must be continuously drained to waste retention.

HOME CANNED/PREPARED FOODS:

- ___ No home-canned or home-processed food is allowed to be sold or given away.

TOXIC MATERIAL STORAGE:

- ___ All poisonous or toxic materials shall be stored in cabinets or in similar physically separated compartments or facilities used for no other purpose.
- ___ Such materials shall not be stored above or immediately adjacent to or in areas where food or food-related items are handled, prepared, washed, or stored.

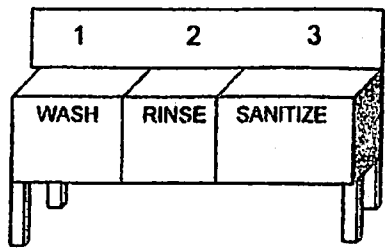
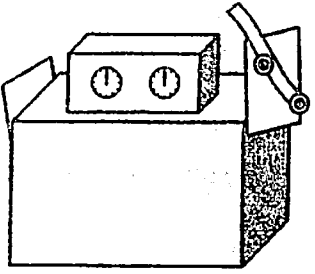
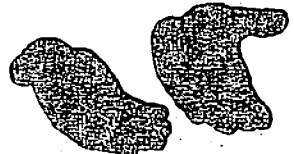
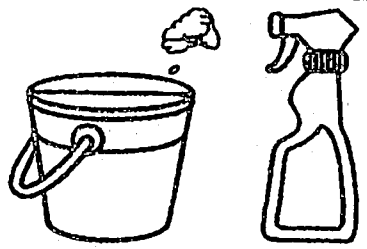
FOOD MANAGER CERTIFICATION/PERMITS AND FOOD HANDLER PERMITS:

- ___ At least one on-duty, on-site manager per shift for the establishment must have a current Food Manager Certificate and Permit issued by the Grayson County Health Department.
- ___ Local certification and permitting of Food Managers is required in addition to the successful completion of a state approved manager's certification program.
- ___ All other employees must have a current Food Handler Permit issued by the Grayson County Health Department.
- ___ No Health Permit will be issued until the Certified Food Manager and Food Handler Permit requirements are met.

CONTACT THE HEALTH DEPT:

- (a) By mail, Grayson County Health Dept, Environmental Health Div, 205 N Houston Ave, Denison, TX 75021-3014, or
- (b) In person at the Denison office or by phone 903-465-2878, between 8-9 a.m. or 4-5 p.m.

How to Use Sanitizers

APPLICATION		SANITIZER STRENGTH	TEMPERATURE	TIME
3-COMPARTMENT SINK		50 ppm chlorine, or	Wash: 110 F Sanitize: Warm	10 sec sanitize
		200 ppm QAC (quaternary ammonium compound)	Wash: 110 F Sanitize: Warm	30 sec sanitize
MECHANICAL WASHER		50 ppm chlorine, or Hot water sanitizing	Wash: 120 F Sanitize: Warm Wash: 150 to 165 F Sanitize: Surface temperature of utensils must reach 160 F	10 sec sanitize 30 sec sanitize
HAND SANITIZING <i>For bare hand contact of ready-to-eat foods</i>	 (Sanitize After Washing)	Over-the-counter hand sanitizer (alcohol gel), or Hand dip (100 ppm chlorine)	Warm (air dry) Warm (air or towel dry)	Instant Instant
WIPING CLOTHS <i>Store cloths in sanitizer pail</i>		100 ppm chlorine (powder), or 200 ppm chlorine (liquid), or 200 ppm QAC (quaternary ammonium compound)	Warm Warm Warm	Instant Instant Instant

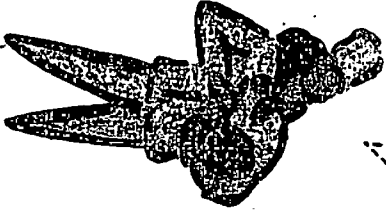
Helpful Hints

1. RULE OF THUMB: 1/2 CUPFUL BLEACH IN 1 GAL WATER = 50 PPM
2. DO NOT USE SOAP IN SANITIZER SOLUTIONS. SOAP NEUTRALIZES THE SANITIZER.
3. DO NOT USE HOT WATER IN SANITIZER SOLUTIONS. HEAT WILL ACCELERATE EVAPORATION OF THE SANITIZER.
4. CHECK SANITIZER STRENGTH OFTEN WITH TEST PAPER. CHANGE SANITIZER SOLUTION WHEN CLOUDY.
5. SEE TEXAS DEPARTMENT OF HEALTH FOOD ESTABLISHMENT RULES FOR EXCEPTIONS TO THE INFORMATION IN THIS CHART.

9/00

To Properly Wash Hands

Is it really that important?



You bet!

The U.S. Centers for Disease Control estimates that 100,000 Americans die each year due to infections acquired in hospitals, which are preventable by proper handwashing.

When?

After...

- Touching other body parts
- Using restrooms
- Coughing, sneezing, using tissue
- Eating, smoking
- Touching raw foods
- Caring for animals
- Whenever soiled

Where?

- Only in a handwashing lavatory
- Not in a food sink, 3-basin sink, or a utility sink

How?

- Use soap and warm (110°) water
- Rub hands vigorously for 20 seconds
- Rinse
- Dry with paper towels or air dry
- Sanitize after washing if bare hands will touch ready-to-eat foods

REMEMBER...Keep lavatories supplied with soap, hot water, paper towels, and hand sanitizer. Also, do not block access or put anything in lavatory.



Grayson County Health Department, Environmental Health Division

Chemical Sanitizers Used in Food Service Establishments

1. Types:

- a. Chlorine compounds, such as household chlorine bleach, or powder chlorine concentrate.
- b. Quaternary ammonium compounds (QAC or Quats), liquid or tablets.

2. Sanitization of equipment, utensils, food preparation surfaces, and dining table tops.

a. General requirements:

(1) Sanitizing solutions must be clean.

(a) Food (which contain ammonia products/proteins) or detergents (which contain alkalines) will reduce the effectiveness of chlorine sanitizers.

(b) Ammonia and alkalines combine with the free chlorine and form chloramines (combined chlorine). Chlorine in the combined state will not kill bacteria.

(2) Sanitizing solution temperature must be at least 75 F, however, hot water (above 100 F) will drive off some of the chlorine and reduce the chlorine concentration.

(3) Articles sanitized by immersion must be submerged for at least one minute.

(4) Concentration of the sanitizing solution must be accurately determined by using a test kit. Use Chlorine Test Papers and color chart to determine the concentration of chlorine sanitizing solutions. Use QAC Test Papers and color chart to determine the concentration of QAC sanitizing solutions. If a prepared sanitizing solution turns the test paper dark (200 ppm chlorine or 400 ppm QAC), dilute the solution with water until the sanitizing solution is at the correct concentration.

b. Chlorine solution, concentration.

- (1) Immersion. Minimum of 50 ppm chlorine.
- (2) Wiping. Minimum of 100 ppm chlorine.
- (3) Greater than 200 ppm chlorine is considered toxic.

c. Quaternary ammonium compound solution, concentration.

- (1) Immersion. 200 ppm QAC.
- (2) Wiping. 200 ppm QAC.
- (3) Greater than 200 ppm QAC is considered toxic.

3. Amount of concentrate and amount of water.

a. To make 100 ppm chlorine sanitizing solution, using chlorine bleach 5.25%, mix:

- (1) Three-fourth teaspoon (3.6 ml) bleach + 2 quarts water, or
- (2) One teaspoon (5 ml) bleach + 2.8 quarts water, or
- (3) One tablespoon (15 ml) bleach + 8.3 quarts water, or
- (4) One tablespoon (15 ml) bleach + 2.1 gallons water.

b. To make 50 ppm chlorine sanitizing solution, using chlorine bleach 5.25%, mix:

- (1) Three-fourth teaspoon (3.6 ml) bleach + 4 quarts water, or
- (2) One teaspoon (5 ml) bleach + 5.5 quarts water, or
- (3) One tablespoon (15 ml) bleach + 16.6 quarts water, or
- (4) One tablespoon (15 ml) bleach + 4.2 gallons water.

c. To make a 50-ppm or a 100-ppm chlorine sanitizing solution, using a powder chlorine concentrate, follow manufacturer's label instructions.

d. To make a 200 ppm quaternary ammonium compound, mix the quantity of QAC concentrate with the quantity of water specified on the manufacturer's label instructions.