From the Centers for Disease Control:

THE TOP SIX CAUSES OF FOOD POISONING

1. INADEQUATE COOLING AND COLD HOLDING
   Keeping food out at room temperature for too long can cause food-borne illness. Keep perishable foods cold (40°F or less).

2. FOOD PREPARED TOO FAR IN ADVANCE
   Food prepared 12 or more hours before it is served increases the risk that it will be kept at the wrong temperature. If you have to prepare foods ahead of time, make sure they stay hot or cold the whole time.

3. SICK PERSONNEL AND POOR PERSONAL HYGIENE
   Poor handwashing or a sick foodhandler is a factor in 1 out of every 4 food poisonings. Make sure workers wash their hands, and don’t let them work if they’re sick.

4. INADEQUATE REHEATING
   When leftovers are not re-heated to at least 165°F, people get sick. Make sure all leftovers are re-heated to at least 165°F within 30 minutes.

5. INADEQUATE HOT HOLDING
   If cooked foods are not kept at 135°F or more, dangerous bacteria can reproduce rapidly. Keep hot perishable foods hot.

6. CONTAMINATED RAW FOODS & INGREDIENTS
   Some people prefer certain perishable foods like shellfish, milk, and eggs to be eaten raw. Unfortunately, these foods are sometimes contaminated, and not fully cooking them increases the risk of illness.

PRODUCED BY:
Environmental Health Program
Office of Environment, Health & Safety
University of California, Los Angeles
501 Westwood Plaza, 4th Floor
Los Angeles, CA 90095-1605
(310) 206-4635
jwung@ehs.ucla.edu

UCLA GUIDELINES for FOOD SAFETY at TEMPORARY EVENTS

KEEP HOT FOOD HOT.
Keep cold food cold.
WASH YOUR HANDS.
Use clean equipment.

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SAFE & SANITARY --------- TEMPOARY FOOD EVENTS

BBQ sales, promotional food giveaways and similar temporary food events pose a particular challenge to the service of safe and wholesome food. One of the functions of the Office of Environment, Health and Safety (EH&S) is to ensure that these events are safe for the campus community. Please review and follow these guidelines for your temporary event.

PERMIT: A Temporary Food Facility (TFF) Permit from EH&S is required any time a university club or organization intends to sell or give away food to the larger campus community. Groups should seek the permission of their Student Orgs, Leadership, and Engagement (SOLE) Advisor before applying for a permit from EH&S. Groups must submit an application to EH&S at least five working days before the event. Applications can be obtained from the SOLE advisor or from EH&S. Groups found to be operating without a permit will be asked to leave immediately and may be denied future permits. Functions limited to only members of the group and their invited guests do not require a permit. Functions at which a caterer handles all aspects of the food service do not require a permit from EH&S, although the caterer must have a valid public health permit from Los Angeles County Environmental Health.

BOOTH: State law requires Temporary Food Facilities to operate out of an enclosed booth with a ceiling. Walls can be constructed out of a variety of materials, including clear plastic or fine mesh screening. Serving windows and a single door or flap for entry is allowed. In certain environments, a floor may be required. The location must be within 200 feet of a toilet facility.

MENU: Simple menus are safer and easier to prepare. Keep potentially hazardous foods like meats, eggs, dairy products, potato salad, and cut fruit to a minimum. Buying food already partially prepared, like pre-marinated meat, will mean less work and less danger of sickness. Only use food from approved sources, like permitted restaurants, warehouse stores, and grocery stores. No food may be prepared or stored in a private residence or unpermitted kitchen. An exception to this rule is occasionally allowed in the case of bake sales. Prior approval from EH&S or SOLE advisor is required.

COOKING & HOT HOLDING: Use a digital food thermometer to check cooking temperatures. Measure the temperature in the thickest part of the food. Cook hamburgers and ground beef to at least 165ºF, chicken or other poultry to 165º, and pork to 145º. After the food is cooked, it must be kept hot - 130º or more – until it is served.

RE-HEATING: All foods being reheated must reach 165º within 30 minutes. Do not attempt to reheat any food in a crock-pot, chafing dish or other hot-holding device. Hot-holding equipment is not designed to reheat food quickly. It takes too long to reheat the food and allows bacteria to grow. A well-planned event can usually avoid reheating any food.

HANDWASHING: Handwashing facilities with running potable water, liquid soap, and paper towels must be provided inside each TFF. Groups operating as a Non-profit Charitable TFF (up to four times a year) may satisfy this requirement by providing a portable water source and a catch basin for the dirty water. Acceptable portable water sources are those that allow both hands to be placed in a stream of water simultaneously, such as a container with a pulley, waterspout or a Cambro-type container. See the example on the reverse side of this brochure. Regular (non-charitable) TFFs must have a portable handwashing sink. The location must be within 200 feet of a toilet facility.

FOOD HANDLING: Workers may not touch ready-to-eat foods or food contact surfaces with their bare hands. Use disposable gloves, tongs, napkins, or other tools to handle food. Keep food covered at all times to protect it from insects, dust, etc. Condiments must be served from pre-approved covered containers. Animals are not allowed inside the booth.

DISHWASHING: All TFFs are required to be equipped with a stainless steel three-compartment utensil-washing sink. The sink must be equipped with integral stainless steel drainboards and must be supplied with hot and cold running water. Utensils and dishware must be washed, rinsed, and sanitized, in the three-compartment sink. TFFs operating for three hours or less may substitute 3 clean five-gallon buckets for the three-compartment sink. If the event is three hours or less, AND the TFF is operated by a Non-profit Charitable group (up to four times a year) this requirement may be satisfied by providing an extra supply of clean utensils to be substituted for dirty utensils whenever necessary.

WORKER HEALTH & HYGIENE: Only healthy workers may prepare food. Anyone showing signs of having a communicable disease – coughing, sneezing, diarrhea, vomiting, fever, etc. is not allowed in the booth. Workers must wear clean clothes. No smoking is allowed in the booth.

ICE: Ice used in beverages is a food and must be treated like one. Store it separately from ice used to cool food and/ or beverage containers. Keep it covered. Scoop ice with a utensil, not with your hands.

CLEANING AND SANITIZING SURFACES: Prior to sanitation, food preparation surfaces should be cleaned with soap and water. Sanitizing wipes are required at all TFF. Food preparation surfaces are to be thoroughly wiped down prior to any food preparation. If non-disposable sanitizing wiping cloths are used they must be stored in a sanitizing solution between uses. A half-tablespoon of bleach to a gallon of water makes a good sanitizing solution. If this is not done, wiping cloths will likely transfer bacteria and viruses from one place to another.

SOLID AND LIQUID WASTES: Place all garbage and paper wastes in a refuse container. Dispose of wastewater in a toilet or other connection to the sanitary sewer system.

FOOD STORAGE: All food, including food in packages, must be stored at least 6 inches off the ground. This will help keep the food clean. Make sure your group brings enough tables or other devices to keep the food off the ground.