



ENVIRONMENTAL HEALTH DIVISION - FOOD SAFETY

Temporary Food Establishment Information

What is a Temporary Food Establishment?

- **A Temporary Food Establishment operates:**
 - At a fixed location with a fixed menu
 - Not more than 21 days in conjunction with a single event or celebration such as Lentil Festival, Sprint Boat Races, County Fair, etc.
- **Examples of TFE's:** *food vendors at fairs, community events, farmer's markets, craft shows, sporting events, fundraisers by community organizations, food samplers and demonstrators at approved events.*

Obtaining A TFE Permit

Any person or group serving or distributing food to the public in Whitman County must obtain approval or a permit to operate from Whitman County Public Health (WCPH).

Temporary Food Establishment Application Process

- **Step 1:** An application is submitted to WCPH. Applications and invoice payment **must be submitted prior to five business days** of the event, or they may not be processed.
- **Step 2:** A WCPH Inspector reviews your application. If approved, the information is sent to our Finance Team to begin processing your invoice. If not approved, the inspector will contact you with further instructions or questions
- **Step 3:** An invoice is sent to the email address provided on the application. Please do not provide payment until you have received an invoice.
- **Step 4:** Once the invoice is paid, Temporary Food Establishment permits will be sent to the email address provided on your application.

TFE applications and fees submitted less than five business days prior to the event may not be accepted or processed.

TFE Permit Categories

WCPH has three TFE permit categories: Benevolent, Simple, and Complex.

1. Benevolent: issued to non-profit organizations
2. Simple: Involving two or less of the following processes in the TFE: thawing, portioning, cooking, cooling, hot holding, cold holding, reheating
3. Complex: involving 3 or more of the following processes in the TFE: thawing, portioning, cooking, cooling, hot holding, cold holding, reheating

Temporary Food Establishment Requirements

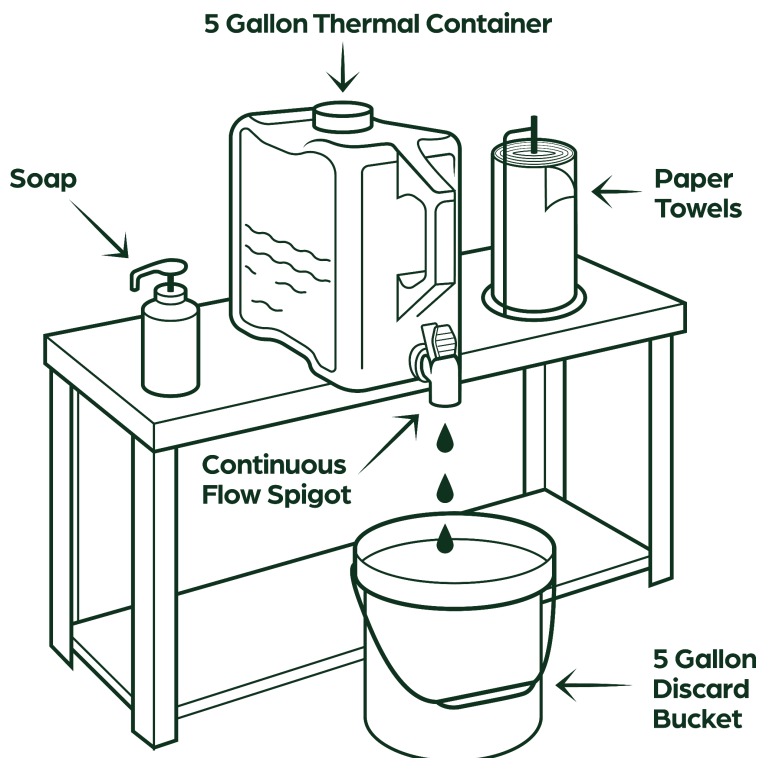
The following rules and regulations apply to all temporary food operations.

1. Washington State Food Worker Card

The person in charge must have a valid food handler card. At least one person with a valid card **MUST BE PRESENT** at ALL hours of the operation at the Temporary Food Operation. Visit www.foodworkercard.wa.gov to find information on obtaining a valid food handler card.

2. Handwashing

Hands must be washed before and frequently during food handling. Washing hands properly with soap and running water. Dry with single service paper towels.



The temporary hand washing station shall consist of at least a 5-gallon insulated container with a spigot that provides a continuous flow of warm (100°-120°F) running water, soap, paper towels, reminder sign, and a 5-gallon bucket to collect the dirty water.

REMEMBER: ALWAYS WASH HANDS BEFORE HANDLING FOOD, CHANGING TASKS, OR AFTER USING THE RESTROOM.


3. Food source and Preparation

Only food from an approved source can be used. No home processed foods are allowed, including home canned foods. All foods must be prepared on-site (at the event) or in an approved kitchen and properly transported to site. No food should be prepared at home with the exception of those who have a Cottage Food Permit.

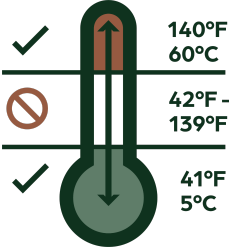
4. Water Source

Water used for washing hands, cooking, or cleaning must be supplied by city water, or an approved community system.

5. Food Temperatures

	Poultry	165°F	A spike thermometer is required to monitor cook temperatures. It is against Whitman County Policy to serve undercooked meat to the public, even if specifically ordered by the immediate customer. For proteins not listed, such as rare roast beef, beef steak, or other meats, contact WCPH for required cook temperature.
	Hamburger	155°F	
	Pork	145°F	
	Eggs	145°F	
	Cooked Produce	140°F	

6. Holding Temperatures

Cold Holding Foods Cold food must be covered and held at 41°F or lower during storage. Rapidly chill ALL food to 41°F or less before storing in ice chests or cold holding units. If using ice to keep cold, be sure ice level is equal to the food level. Monitor temperatures frequently.		Hot Holding Foods Hot foods must be thoroughly cooked before covering and holding at 135°F or higher. All cooked foods that have been refrigerated must be rapidly reheated. The reheated foods must reach 165°F in 2 hours. Monitor temperatures frequently.
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7. Cleaning utensils and equipment

Utensils and cookware must be washed, rinsed, and sanitized. Wash in soapy water, rinse in clear running water, and sanitize in a cool solution with **1 teaspoon of bleach per 1 gallon of water**. Store wiping cloths used for cleaning equipment, food contact surfaces and spills in a sanitizing solution. **Change solution often.** Do not use soap in a sanitizing solution. Any equipment or wiping cloths in contact with raw meat must be separate.

8. Food Serving Procedures

Use tongs, disposable plastic gloves, napkins, etc. **NO BARE HAND CONTACT WITH FOOD.**

9. Beverage Ice

Ice is a food and must come from an approved source. A scoop with a handle is required. The scoop should not be stored directly in the ice.

10. Food on Display

Food must be covered, wrapped, or otherwise protected from contamination. Do not store food on the ground.

11. Condiments

Single service containers of condiments (ketchup, mustard, relish, butter, syrup, etc;) are encouraged. Instead of any open containers, use squeeze bottles. NO SELF SERVICE OF FOOD ITEMS (onions, lettuce, tomatoes, etc).

12. Garbage and Wastewater Disposal

Garbage must be stored in covered, sealable containers. Wastewater must be disposed of in a restroom facility. Do not dump wastewater on the surface of the ground, in dry wells, or in storm sewers. Wastewater may be removed to restrooms in buckets with tight fitting lids.

13. No Ill Employees

If you or any employee at the temporary event location are ill, said person may **NOT** work with food or near food preparation areas. The person in charge is **REQUIRED** to exclude employees that have diarrhea, fever, vomiting, jaundice, Salmonella, Shigella, E. coli, or Hepatitis A.

FAILURE TO FOLLOW THESE RULES MAY RESULT IN BOOTH CLOSURE.