

Temporary & Seasonal Facilities Checklist



Mail to:
 Allegheny County Health Department
 Food Safety Program
 2121 Noblestown Rd., Ste 210
 Pittsburgh, PA 15205

Make check/MO payable to: Treasurer of Allegheny County

Phone: (412) 578-8044 **E-mail:** foodsafety@alleghenycounty.us

INSTRUCTIONS: Complete all sections of the Temporary Facilities Checklist . (Please print). If any section of the checklist is not applicable, mark "N/A" in the question box.	
NAME OF EVENT:	
LOCATION OF EVENT:	MUNICIPALITY:
DATES OF EVENT/ OPERATIONAL HOURS:	
NAME OF STAND/FACILITY:	NUMBER OF STANDS:
STAND/FACILITY OWNER:	CONTACT:
MAILING ADDRESS:	
PHONE NUMBER:	E-MAIL:

MENU AND PREPARATION

Please list menu items

Will any food preparation be done off-site for the event? Yes No

If yes, where will the food be prepared? (Submit copy of Health permit)

Name: _____

Address: _____

POWER SUPPLY

Will electricity be available? Yes No Event Provided? Yes No Generator? Yes No

Note: A plan should be in place in case power is disrupted. Lack of power can result in immediate closure.

WATER & DISPOSAL

Source of water? _____ Water disposal location? _____

Water storage type during event? _____ Heating source? _____

Note: Minimum of 10 gallons must be available at each stand. Water should be in a closed container and dispensed from a spout. The supply for drinking purposes should be dedicated for "drinking only." Lack of water can result in immediate closure.

CONTAMINATION PREVENTION

What materials will be used for overhead protection? _____

What type of ground cover will be utilized within your stand? _____

Note: Sufficient coverage must be provided for the entire food prep, display and storage area. Plans should be made for walls in the event there is inclement weather, and to minimize dust, spray, etc.

How will foods be protected from contamination by the public? (check all that apply)

Sneeze guards Covers Other Please specify _____

TEMPERATURE CONTROL OF FOODS

How will food temperatures be maintained during transport to the event? _____

List proposed cooking equipment:

List proposed equipment to hold foods hot (check all that apply):

Steam table Chafing dish / Sterno fuel Roaster Grill
 Other (specify) _____

List proposed equipment to hold foods cold during storage, preparation, and display (check all that apply):

Refrigerator Ice chest Refrigerated Truck

Other (specify) _____

***Note: Ensure all refrigeration is pre-chilled to $\leq 41^{\circ}\text{F}$ prior to use**

CLEANING AND SANITIZING

Equipment for cleaning and sanitizing utensils and food-contact surfaces?

Three compartment Sink Three Large Containers Other Please specify _____

Sanitizer Type? Quaternary Ammonium Compound Chlorine

Other Please specify _____

HANDWASHING

How will you wash your hands?

Water dispensing unit with soap/ paper towels and collection container

Self-contained hand washing station

Liquid/Gel-Style Hand Sanitizer (Only approved for pre-packaged foods)

GARBAGE/REFUSE

How will you store garbage? _____ Responsible for Disposal? _____