



Temporary Food Facility Operating Requirements

[CA Retail Food Code, Chapter 11](#)

[SF Health Code, Article 8](#)

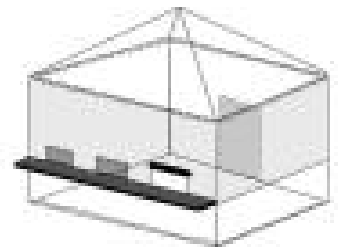
I. Permit Process:

1. In order to obtain a Permit to Operate or [waiver](#) from the San Francisco Department of Public Health (SFDPH) for a temporary event, the event sponsor (person or organization coordinating the event) must gain approval from SFDPH.
2. The sponsor shall submit all applications to SFDPH by making an appointment with the Special Events Coordinator to review all sponsor and vendor information, site map, requirements, and appropriate fees at least 14 calendar days prior to the event to ensure approval from SFDPH.
3. The sponsor and vendors have specific public and food safety requirements as outlined in the applications and checklists.
4. On the day of the event, the Permit to Operate will be issued by the SFDPH Field Inspector to the sponsor and vendors contingent upon compliance with all requirements.

II. Physical Structure Requirements:

1. **Temporary Food Facility (TFF) Definition:** a food vendor approved by SFDPH that operates at a fixed location in San Francisco for the duration of a SFDPH and other required city agencies' approved community event or at a swap meet only as a part of the community event or swap meet.
2. **TFF Booth** – All food booths require 4 sides, a ceiling, and a floor as follows:

- a) Floor surface within a food booth shall be durable and readily cleanable (lawn, dirt, and sawdust are not approved).
- b) Walls and ceilings shall be smooth, durable, and readily cleanable. Provide 16 mesh per square inch screen for the walls. Food service openings shall be constructed with tight-fitting closures to minimize the entrance of insects. A prepackaged food vendor shall have cleanable floors and overhead protection.
- c) Signage: The name of the facility, city, state, ZIP Code, and name of the operator shall be legible and clearly visible to patrons. The facility name shall be in letters at least three inches high and be of a color contrasting with the surface on which it is posted. Letters and numbers for the city, state, and ZIP Code may not be less than one inch in height. Non-profit charitable booths are exempt.



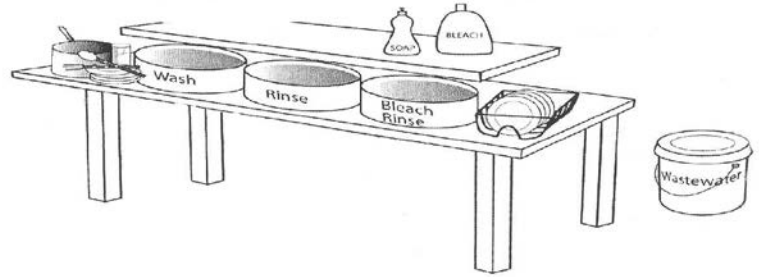
3. Hand washing Facilities:

1. Hand wash facilities, separate from utensil washing sinks shall be provided inside each booth. Each hand wash facility shall be equipped with warm running water, liquid soap, and single use sanitary towels. SFDPH allows a 5-gallon warm water container with a turn valve dispenser, a waste water collector, hand washing cleanser and single-use towels.
2. Prepackaged non-potentially hazardous food booths are not required to provide a hand wash facility inside the booth.



4. Utensil Washing Facilities:

- a) Provide a utensil washing area with at least three compartments. Each compartment must be large enough to accommodate the largest utensil or equipment to be cleaned.
- b) Label each compartment (soap, rinse, sanitize) to properly clean
- c) Replace the liquids every four hours or more frequently when solution becomes cloudy.
- d) Provide a minimum of 100ppm chlorine sanitizing solution or other approved sanitizer in third compartment and completely soak items for 30 seconds.
Sanitizing solution: 1 tablespoon of bleach per 1 gallon of warm water
- e) Replace sanitizing solution every 4 hours or more frequently if the solution becomes cloudy.

**5. Water Supply & Liquid Waste:**

- a) Potable water supply shall come from an approved source and protected by a back flow or back siphonage device.
- b) Recommend each food booth be provided with at least 20 gallons of potable water per day for utensil washing and hand washing.
- c) Liquid waste shall be disposed into an approved sewage system or a holding tank but NOT onto the ground.

6. Toilets:

- a) At least one toilet facility for each 15 employees shall be provided within 200 feet of each food booth.
- b) Provide hand wash stations at all toilet locations (equipped with warm running water, liquid soap, and single-use paper towels).

7. Garbage and Refuse:

- a) Garbage and refuse shall be stored in leak proof containers to minimize odors and insect attractants.
- b) Wastes must be disposed of in an approved manner.

8. Barbecues:

- a) Open-air barbecues are permissible outside of the food booth. All other cooking equipment unless required by the San Francisco Fire Department (SFFD) must be inside the booth.
- b) Provide perimeter fencing around cooking areas to prevent public entry.
- c) Disposal of coals and ashes must meet SFFD regulations.
- d) Any use of LP-Gas (butane or propane) or open flame (wood, sterno, or charcoal) require [SFFD](#) approval.

9. Food Contact Surfaces and Equipment Standards:

- a) All food contact surfaces shall be smooth, nonabsorbent, and easily cleanable.
- b) All food and utensil related equipment used for service must meet standards.
- c) Provide sanitizing solution to wipe all food contact surfaces during the event.
Sanitizing solution: 1 tablespoon of bleach per 1 gallon of warm water
- d) Store wiping cloths in sanitizing solution. Replace solution every 4 hours or more frequently if solution becomes cloudy.

10. Food Serving:

- a) Tongs or other utensils, disposable plastic gloves, or single-use disposable tissue shall be used for food handling whenever practical.

11. Condiments:

- a) Food condiments shall be protected from contamination.
- b) Provide customer self-service utensils with handle side up to protect mouthpiece.

12. Food Storage:

- a) Protect all food, utensils, and related items from contamination.
- b) Provide overhead protection for all food, food preparation areas, and food contact items - cover condiment table, ice chests, shelving, mixing bowls, etc. (See H for exemptions per SFFD).
- c) Store all items at least 6 inches above the floor.
- d) During hours of non-operation, all food shall be stored in an approved facility.

13. Employee Personal Effects Storage:

- a) Provide a safe area separate from food preparation, utensil washing, and food storage areas for the storage of employee clothing or other personal effects.

14. Janitorial Facilities:

- a) Adequate janitorial facilities shall be provided for the cleaning of the food booth, restrooms, and all shared utensil washing and hand washing facilities. Janitorial facilities shall be provided with hot and cold running water from a mixing valve. The SFDPH may allow janitorial facilities other than those required by this section when it deems that the alternate facilities are adequate.

15. Live Animal Prohibition:

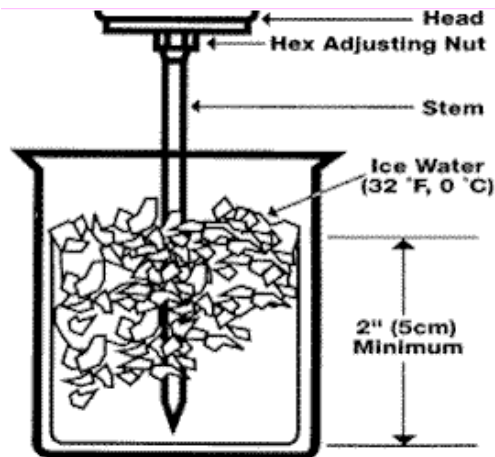
- a) Live animals, birds, and fowl may not be kept or allowed within 20 feet of any area where food is stored or held for sale.

16. Thermometer:

- a) An accurate easily readable bi-metallic probe thermometer suitable for measuring the temperature of food shall be readily available.
- b) Thermometer's dial should range from 0 °F to 220 °F.

17. Lighting:

- a) Adequate shatterproof lighting shall be provided in all food preparation and storage areas.



III. Food Handling Practices:

1. Approved Source:

- a) All food that is sold, given away, or dispensed from a temporary food facility shall be from an approved source.
- b) No food prepared or stored in a private home may be used, stored, served, offered for sale, sold, or given away to the public.

2. Food Handlers:

- a) Must be in good health.
- b) Wear clean outer garments (i.e. aprons) and restrain hair.
- c) Must vigorously wash their hands and forearms with soap and warm water prior to the start of food preparation activities, after using the toilet, after smoking, eating and whenever necessary to prevent contamination of food.
- d) Must not eat in food related areas.
- e) Must not smoke in food related areas.
- f) Shall not commit any act that may result in the contamination or adulteration of food, food contact surfaces, or utensils.

3. Temperature Control Methods:

- a) Potentially hazardous foods may be held at a temperature not to exceed 45°F for up to 12 hours in any 24-hour period. At the end of the operating day, potentially hazardous food held at 45°F shall be destroyed in a manner approved by SFDPH.
- b) Hot foods must be held at 135°F or above. At the end of each operating day, these foods shall be destroyed in a manner approved by SFDPH.
- c) Foods may be donated to a local Food Bank or other non-profit charitable organization in accordance to Article 19 of the California Retail Food Code.
- d) Foods may not be stored in the food booth overnight.

4. Sampling:

- a) Hold foods in approved, clean, covered containers. These containers must be smooth, easily cleanable, and nonabsorbent.

- b) Distribute samples in a sanitary manner. Protect samples from contamination with sneeze guards or handout individually.
- c) Potentially hazardous food samples must be held at or below 45°F and disposed within 2 hours.

5. Ice Restrictions:

- a) Ice used for refrigeration purposes may not be used for consumption in food or beverages.

6. Conditions of Transport:

- a) During transportation to and from the food facility/booth and during the operation of the facility, all food, food contact surfaces, and utensils shall be protected from contamination.

7. Smoking:

- a) Smoking is prohibited in food booths and all food preparation areas.
- b) Wash hands after smoking and before returning to food preparation.

8. Display of Unpackaged Goods:

- a) Unpackaged foods may not be displayed or stored at the service counters.