



# City of El Paso Department of Public Health Food Inspection Program



## **TEMPORARY** FOOD ESTABLISHMENT REQUIREMENTS

Applications and fees must be submitted to the FOOD INSPECTION PROGRAM located at 5115 El Paso Dr. or 811 Texas. **Applications and fees must be submitted no later than three complete working days (72 hours) prior to the event or a late fee will be assessed (see permit fees).** No person shall operate a food establishment without a valid permit issued by the Department of Public Health. Applications for events outside the City of El Paso are not required a license from said City. However, a permit from the Department of Public Health is required. **NOTE: Temporary permits are issued in conjunction with a special event or celebration or a city recognized holiday.** **NOTE: Each individual booth owner/operator must submit their own application.**

**NO FOOD FROM HOME WILL BE ALLOWED IN A TEMPORARY FOOD ESTABLISHMENT.**

### **I. FOOD HANDLING:**

1. A presentation will be required 10 days prior to an event with 4 or more booths.
2. Food handlers must wear effective hair restraints during food operations and when inside the booth.
3. Food handlers must remove all jewelry including; rings and watches or any other items not necessary to the food operation (exposed food only).
4. Food handlers must not eat, drink, chew gum or use tobacco while in the booth or while conducting food operations.
5. **Food handlers must maintain a high degree of personal cleanliness, to include frequent hand washing (hands and arms); at every change of operation, before handling different foods, after using the restroom and before putting gloves on.**
6. Only **authorized personnel** are allowed in the booth and food service areas.

### **II. FOOD AND FOOD PREPARATION:**

1. Food is not to be prepared or stored in a home or in an unauthorized Central Preparation Facility (CPF).
2. **Potentially hazardous foods (PHF) must be maintained at an internal temperature of 41°F. or below when cold or 135°F or above when hot.** Food items are to be prepared as close to the time of the event as possible.
3. All food items must be from approved sources. Receipts will be checked.
4. Food with **limited preparation** (i.e. hot dogs, pre-packaged frozen hamburger patties, nachos, bratwurst, frying of tortillas/gordita shells/churros) and pre-washed ready-to-eat vegetables may be prepared in the booth. **Extensive preparation** (i.e. enchilada/taco/ gordita/burrito meats, rice, beans, marinating, ect.) must be prepared in a CPF permitted by the Department of Public Health. A CPF must have an inspection rating of 85 or better on their last inspection report or within the past (6) months, whichever is more recent. A notarized letter from a CPF is required with the application (blank CPF letters may be picked up at the counter). Reheating is the only operation permitted in the booth. Cutting/slicing/mixing of any potentially hazardous foods (PHF) is not allowed.
5. Ice used for consumption must be obtained in chipped, crushed, or cubed form and stored in plastic bags filled and sealed at the point of manufacture. The ice shall be stored in these bags until properly dispensed

### **III. EQUIPMENT:**

1. Equipment must be located and used in a way that prevents food contamination.
  - a. Exposed Food:
    1. **Cooking Equipment** – Propane gas or electric units only, i.e. grills with lids, stoves and hot burners.
    2. **Hot holding equipment** – Propane gas or electric units only, i.e. grills with lids, electric chafing dishes, burners, hot plates, and crock-pots. **NOTE:** Sterno chafing dishes are allowed inside buildings.
    3. **Cold Storage Equipment** – Refrigerators, freezers or ice chests with dry ice are required for storage of potentially hazardous foods. **Wet storage or regular bagged ice is not allowed.**
  - b. Prepackaged, non-potentially hazardous foods.
    - 1 No equipment required.

2. Equipment and utensils must be in good repair and capable or being washed, rinsed and sanitized. An adequate number of utensils are required. Food and food contact surfaces of equipment shall be protected from contamination at all times.
3. Wash, rinse and sanitize procedures. Three basins are required; (1) wash with clean soapy water, (2) rinse with clean water and (3) sanitize with clean water at 50 to 100 parts per million (PPM) chlorine (bleach) (4) air dry.
4. Single service articles must be provided for use by the consumer.
5. Potable water must be available at all times during food service operations for; food preparation, cleaning, rinsing, and sanitizing of utensils/equipment and a 20 second hand wash (hands and arms).
6. A convenient hand-washing lavatory must be available for employee hand washing. This lavatory may consist of an igloo with spigot and a catch bucket for the wastewater. The wastewater bucket must be twice the size as the clean water container. Liquid soap and paper towels are required. All sewage and liquid waste must be disposed of according to law
7. All food items and equipment must be stored 6 inches off the floor.
8. Clay, enamelware, copper or galvanized equipment/utensils are not permitted.
9. **All equipment and utensils must be clean, working properly and in good repair.**

#### **IV. BOOTH CONSTRUCTION: (Business name must be displayed.)**

1. Booth requirements for exposed foods:
  - a. Walls and ceiling must be made of canvas, plastic, tarp or wood. Walls shall cover from ceiling to floor on all three sides and the bottom half of the front side. The front side top half can be screened at 16 mesh per inch. **NOTE: Front side top screening is required only when flying insects are problematic. NOTE: Screening at 16 mesh per inch can be used for all walls to aid in ventilation.**
  - b. Booths must be on concrete, machine laid asphalt or other non-absorbent surfaces as permitted by the Health District.
  - c. Entry and exit way must remain closed, full length screen door is recommended.
  - d. Adequate ventilation must be provided, i.e. screening and fans.
2. Booth requirements for pre-packaged non-potentially hazardous foods:
  - a. A canopy covering is required.
  - b. Adequate lightening is required within the booth.

#### **V. PERMIT FEES: (Permit shall be posted in a location conspicuous to customers.)**

##### **City of El Paso** – Temporary Permit Fees

9.12.070D1/C1 - \$79.00 + \$ 4.00 Tech fee. Exposed Foods –Applications submitted less than 72 hours prior to onset event Expedited **Services Fee \$158.00 paid at Department of Public Health.**

**Note:** Applications are submitted to the Department of Public Health. License fees are paid at city hall.

**Note:** No fees for non-profit organizations with proper documentation only.

**Note:** Permits are valid for the duration of the event only and no more than 14 consecutive days.

##### **County of El Paso** – Temporary Permit Fees

4(g) - \$50.00 – Pre-packaged Food.

4(f) - \$75.00 – Exposed Food.

**Note:** Applications and fees are accepted and paid at the Department of Public Health.

**Note:** No fees for non-profit organizations with proper documentation only.

**Note:** Permits are valid for the duration of the event only and no more than 14 consecutive days.

#### **VI. TELEPHONE NUMBERS:**

Office telephone number (915) 212-1510/212-6610

#### **VII. REFERENCES**

Texas Food Establishment Rules (TFER), 229.170 (a)-(k)

El Paso Municipal Code, Title 9 (Health & Safety), Chapter 9.12 (Food & Food Handling Establishments), Section 9.12.810 A-K

El Paso County Food Safety Order