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JEFFERSON COUNTY HEALTH DEPARTMENT MOBILE FOOD ESTABLISHMENT REQUIREMENTS

INTRODUCTION

A Mobile Food Establishment (MFE) is a type of food establishment that prepares, stores and/or vends food from a self-contained and readily movable vehicle which is motorized or trailered. Each MFE must be operated in full compliance with the Jefferson County Health Department's Food Code and all other applicable regulations. The following requirements are meant to help outline and it is not all inclusive. Other requirements may apply depending on the menu and special needs of the MFE.

A **mobile food vehicle** is an enclosed vehicle-mounted mobile food establishment designated to be readily movable from which food is composed, compounded, processed, or prepared and from which the food is vended, sold, or given away.

A **mobile food cart** is a non-self-propelled mobile food establishment designated to be readily movable which is limited to the serving of non-temperature control for safety foods or commissary-wrapped temperature control for safety (TCS) foods maintained at proper temperatures or approved foods that require limited assembly, such as hotdogs.

PERMIT REQUIREMENTS

All MFE's must obtain a Food and Beverage Permit from the Jefferson County Health Department (JCHD) prior to operating the food establishment.

To obtain a Food and Beverage Permit, a MFE must complete the following:

- Receive an approval on submitted floor plans and application.
- Receive an approved pre-opening inspection report from JCHD.
- All employees have certificates for approved food handling class.
- Complete the necessary Food and Beverage Permit Application.



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- Pay all applicable plan review and permit fees.
- Be in compliance with all local, state and federal requirements other than JCHD.
- The Food and Beverage Permit must be posted in a location in the MFE that is conspicuous to consumers.
- MFE Food and Beverage Permits are issued for a period of up to one year and expire on December 31st of the year issued.

PLAN SUBMITTAL REQUIREMENTS

The plans and specifications for all MFE's shall include the following information:

- Floor plans must be drawn to scale (such as ¼ inch= 1 foot)
- Proposed layout indicating position of equipment, construction materials and finish schedule.
- Menu provided.
- Food and beverage supplier(s) information.
- Provide capacities, positioning and placement of the potable water tank, wastewater tank and water heater. Also, indicate the position of the water inlets and outlets for the potable and wastewater tanks.
- Indicate location of handwashing sink and provide splash guard(s) where required.
- Provide location and dimensions (length x width x depth) of 3 compartment dish sink.
- Provide dimensions of dish sink drain boards and/or drying racks.
- Provide specification sheets for all hot and cold-holding equipment, cooking equipment and other equipment.
- Provide finish schedule for floor, wall and ceiling surfaces (**excludes mobile food cart**).
- Indicate type and location of any backflow prevention devices if applicable.
- Provide completed commissary agreement.
- Provide documentation on drinking water hose used to fill potable water tank.
- Indicate type of overhead protection (**for mobile food cart**).



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EDUCATION REQUIREMENTS

- All MFE's shall have a person in charge present at all times the MFE is preparing or serving food. The person in charge must maintain proof of current certification in a manager's food handling course approved by JCHD, except those MFE's serving only prepackaged food items.
- All workers in a MFE not holding a current manager's food training certification must maintain proof of current food handler basic food handling certification.
- Food safety training certificates for all employees must be maintained in the MFE during times of operation.
- Maintain a written up-to-date roster of all food employees that includes their name, job title, date of hire and level of food safety training.

EMPLOYEE HEALTH POLICY

- All food establishments, including MFE's, shall have an approved employee health policy.
- Employees must report the following symptoms to the person in charge: vomiting, diarrhea, jaundice, sore throat with fever, has a lesion containing pus such as a boil or infected wound that is open or draining and is on the hand or wrist.
- Employees must report to the person in charge if there are diagnosed with one of the following reportable illnesses: Norovirus, Hepatitis A virus, Shigella spp., shiga toxin-producing E. coli, Salmonella Typhi or non-typhoidal Salmonella.



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EQUIPMENT AND CONSTRUCTION

- Provide proof of vehicle/trailer license and registration.
- Equipment must be constructed of approved material, adequate in size, easily cleanable and in good repair.
- Equipment design, construction and installation must meet ANSI or NSF standards. The use of residential refrigerators, stoves, sinks, vent hoods and other equipment is not permitted.
- All food contact surfaces shall be safe, corrosion resistant, non-absorbent, smooth, easily cleanable, durable and free of seams and difficult to clean areas.
- The power supply for the mobile food establishment shall be adequate to power the facility for the duration of service times.
- Refrigeration must be mechanical, must meet ANSI or NSF standards and be capable of maintaining food temperatures at 41°F or below on **mobile food vehicles**. Refrigeration may be mechanical or done by an approved method on **mobile food carts** as long as cold food temperatures are maintained at 41°F or below.
- Service openings for **mobile food vehicles** shall be equipped with a window or screen that can be easily closed during operation and shall be protected against the entrance of pests with approved screens, windows or mechanical air curtains.
- Sinks must have mixing faucets with hot and cold water under adequate pressure.
- The MFE must be equipped with a permanently installed handwashing sink that is conveniently accessible from the food preparation, food dispensing and ware washing area. The handwashing sink(s) must be at least 9 inches long x 9 inches wide and 5 inches deep and have splash guard(s) installed on the side(s) to prevent the contamination of adjacent equipment. The handwashing sink shall be equipped to provide water at a temperature of at least 100 °F and provided with a supply of hand soap and paper towels from dispensers.
- A **mobile food vehicle** is required to have a 3-compartment dish sink with an adequate (144 square inches) drain board at each end or one drain board and a drain rack mounted directly above the sink.



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- The sink must be large enough for the largest item/utensil to be cleaned and sanitized. Each sink basin must be at least 12 inches long, 12 inches wide and 10 inches deep or equivalent. The dish sink shall be equipped to provide water at a temperature of at least 110 °F.
- *A **mobile food cart** is not required to have a built-in 3 compartment dish sink due to the limited size of the potable water tank. A sufficient supply of utensils must be provided during serving times.
- Approved sanitizers, such as unscented bleach, must be provided for sanitizing food-contact surfaces, equipment and wiping cloths. An approved test kit must be available to accurately measure the concentration of sanitizing solutions.
- The MFE shall be fabricated to exclude vermin, dust, splash and spillage encountered during normal use, and shall be easily cleaned, maintained and serviced.
- The MFE must comply with local regulations regarding ventilation and fire protection requirements. Exhaust ventilation hood systems shall be designed to prevent grease or condensation from draining or dripping onto food, equipment, utensils, linens and single-service and single-use articles. Contact your local fire department/building department for requirements and obtain written approval.
- The walls, floors and ceilings of the **mobile food vehicle** must be smooth, durable, easily cleanable and non-absorbent.
- The minimum lighting intensity requirement in the MFE is at least 540 lux (50 foot candles) at a surface where a food employee is working with food or working with utensils or equipment such as knives.
- All light fixtures shall be shielded, coated or otherwise shatter-resistant in areas where there is exposed food, clean equipment, utensils, linens, and unwrapped single-service and single-use articles.
- Restrooms shall be conveniently located and accessible to employees during all hours of operation.



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POTABLE WATER TANK REQUIREMENTS

- **Mobile food vehicles** shall provide a permanently mounted potable water tank that can hold a *minimum capacity of 30 gallons* that is constructed of approved potable water grade materials.
- **Mobile food carts** shall provide a permanently mounted potable water tank that can hold a *minimum capacity of 5 gallons* that is constructed of approved potable water grade materials.
- Potable water tanks must be directly and fully recharged when filled. Water tanks that are filled with a hose shall have a spigot with a threaded connection and shall be designated for filling the tank and shall be kept in a sanitary manner.
- Water used to fill the tank must be from an approved public water source, approved private well or from containers of commercially bottled drinking water. If water is supplied from a private water source, bacteriological water samples must be collected from the source and tested at least annually from an approved laboratory.
- A private well shall meet the following requirements: The well casing must extend at least 12 inches above grade, sealed with a sanitary cap with a screened vent, ground surface sloped away from the well to prevent pooling around the well casing, located at least 50 feet from a sewage system tank, located at least 100 feet from wastewater disposal areas (drain field).
- Materials that are used in the construction of a mobile water tank shall be: safe, durable, corrosion-resistant, non-absorbent; and finished to have a smooth, easily cleanable surface.
- A mobile water tank shall be enclosed from the filling inlet to the discharge outlet and sloped to an outlet that allows complete drainage of the tank.
- If a water tank is designed with an access port for inspection and cleaning, the opening shall be in the top of the tank and flanged upward at least 13 mm (one-half inch), equipped with a port cover assembly that is provided with a gasket and a device for securing the cover in place, and flanged to overlap the opening and sloped to drain.
- A fitting with "V" type threads on a water tank inlet or outlet shall be allowed only when a hose is permanently attached.



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- If provided, a water tank vent shall terminate in a downward direction and shall be covered with a 16 mesh to 25.4 mm (16 mesh to 1 inch) screen or equivalent when the vent is in a protected area or a protective filter when the vent is in an area that is not protected from windblown dirt and debris.
- A water tank and its inlet and outlet shall be sloped to drain and the water tank inlet shall be positioned so that it is protected from contaminants such as waste discharge, road dust, oil, or grease.
- A hose used for conveying drinking water to a water tank shall be safe, durable, corrosion-resistant and nonabsorbent; resistant to pitting, chipping, crazing, scratching, scoring, distortion, and decomposition; finished with a smooth interior surface; and clearly and durably identified as to its use if not permanently attached.
- A cap and keeper chain, closed cabinet, closed storage tube, or other approved protective cover or device shall be provided for a water inlet, outlet, and hose.
- A MFE'S water tank inlet shall be 19.1 mm (three-fourths inch) in inner diameter or less; and provided with a hose connection of a size or type that will prevent its use for any other service.
- A water tank, pump, and hoses shall be flushed and sanitized before being placed in service after construction, repair, modification, and periods of nonuse longer than 7 days.
- A person shall operate a water tank, pump, and hoses so that backflow and other contamination of the water supply are prevented.
- If not in use, a water tank and hose inlet and outlet fitting shall be protected using a cover or device as specified under § 5-303.12.
- A water tank, pump, and hoses used for conveying drinking water shall be used for no other purpose except in cases where water tanks, pumps, and hoses approved for liquid foods are used for conveying drinking water if they are cleaned and sanitized before they are used to convey water.

WATER HEATER

- A **mobile food vehicle** equipped with a 3-compartment dish sink and hand sink must have a tank-type water heater with at least 1,650 watts (electric) or 5,630 BTU/hr (gas) input power or a tankless water heater with at least a 1.0 gallon per minute rating at a 70 F rise.



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- A **mobile food cart** equipped with a hand washing sink must have a tank-type water heater with at least 1,000 watts (electric) or 4,000 BTU/hr. (gas) input power or a tankless water heater with at least a 0.5 gallon per minute rating at a 70 F rise.
- The water heater shall be sufficient to meet the peak hot water demands throughout the food establishment.
- Fuel-burning water heaters, such as propane units, must be equipped with proper ventilation.

WASTEWATER TANK

- All connections on the MFE for waste disposal shall be of different size or type than those used for supplying potable water to the MFE. The waste connections shall be located lower than the water inlet connection and be clearly marked.
- A sewage holding tank in a MFE shall be sized 15 percent larger in capacity than the water supply tank and sloped to a drain that is 25 mm (1 inch) in inner diameter or greater, equipped with a shut-off valve.
- Sewage and other liquid wastes shall be removed from a MFE at an approved waste servicing site or by an approved sewage transport vehicle that is permitted for such operation.
- A waste disposal tank shall be thoroughly flushed and drained in a sanitary manner during the servicing operation.

COMMISSARY

MFEs are required to have an approved commissary. A commissary is a permitted, permanent food establishment that acts as a base of operations for the mobile food establishment. The commissary may provide a variety of services to the MFE such as: storage and preparation facilities for food products (including refrigeration and cooking facilities); the supply of potable water; the availability of adequate plumbing and waste disposal; storage and cleaning facilities for equipment and utensils; storage and maintenance of other supplies; and personnel resources. The commissary must be of such size and scope as to accommodate its own operation, as well as the MFE. The commissary shall not be a residential home unless the commissary area is completely separated from residential activity and a separate entrance is located in the commissary which allows direct access from the outside. The commissary shall be located a reasonable distance from the location the MFE operates



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as determined by JCHD. A written agreement from an approved commissary shall be provided to the JCHD prior to permit approval. A copy of the approved commissary agreement must be kept in the MFE for review by JCHD. All mobile food carts will be required to report to an approved commissary on a daily basis.

FOOD PRODUCTS

- All food and beverages must be from an approved source, be safe, unadulterated and honestly presented. All food and beverage products cooked, stored or packaged in an unapproved facility are prohibited. **Home cooked or prepared foods are not allowed to be served on the MFE.**
- **A private home may not be used for the storage of food or related items. Food and related items can only be stored on the secured MFE unit, at the approved commissary kitchen or at an approved permanent food establishment.**
- Any MFE with food and beverages prepared, stored or packaged in another location other than in the mobile food establishment shall provide a JCHD MFE Commissary Agreement.
- All packaged foods shall be labeled in accordance with FDA guidelines (product name, processor name, address/phone of processor, weight and ingredients must be in English). Records of food purchases, invoices or receipts must be kept with the operation and be available for review during the routine inspection for at least 90 days following the date of purchase.
- All meat and poultry must come from USDA or other accepted government regulated approved sources.
- Ice that is used in any form must be from an approved source. Bagged ice is to be handled as not to contaminate the ice. An approved ice scoop with handle must be available to scoop ice. Customer self-service of ice is prohibited.
- All condiments must be dispensed from squeeze bottles, pump dispensers, individual packets or condiment containers with self-closing lids.
- Condiments must be purchased ready-to-eat (pre-cut) or prepared at an approved commissary prior to being placed on a **mobile food cart**.
- No bare hand contact with ready to eat foods as specified in 3-301.11 in the JCFC.



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FOOD TEMPERATURE CONTROL

- Temperature control for safety (TCS) foods (meats, dish, poultry, eggs, milk, pasta, cooked produce, dairy products, etc.) must be stored and displayed at proper temperatures during transportation, storage, service, etc.
- Temperature measuring devices, appropriate to the operation, must be used for monitoring temperatures for the types of TCS foods prepared and held at the MFE as specified in the current Jefferson County Food Code.
- A thermocouple, thermistor or metal stem thermometer shall be provided to check the internal temperatures of TCS hot and cold food items. The temperature measuring device must be appropriate for the types of foods served such as for thin foods.
- Food temperature measuring devices shall be accurate to +/- 2°F and have a suggested range of 0°F to 220°F.
- Regular calibration of the temperature measuring devices shall be accomplished to ensure accurate food temperature measurements.
- Provide thermometers in the front of all coolers and hot holding units.

HOLDING TEMPERATURES

- Hot TCS food must be held at 135°F or above.
- Cold TCS food must be held at 41°F or below.

REHEATING FOR HOT HOLDING

- Reheating shall be done in compliance with Section 3-403.11 of the JCFC.
- TCS food that is cooked, cooled and reheated for hot holding shall be rapidly reheated so that all parts of the food reach a temperature of at least 165°F for 15 seconds within 2 hours.
- Un-opened, intact, commercially processed and packaged foods to be hot held shall be reheated to 135°F.
- If proper reheating at the MFE cannot be accomplished, reheating TCS food must take place at the commissary and the products hot held on the MFE unit at 135°F or greater.



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COOKING TEMPERATURES

- Food must be cooked to at least the minimum temperatures and times specified below, unless a consumer advisory is provided as noted, see below*.
- **165°F for 15 seconds**-Poultry, baluts, approved game animals, stuffing containing fish, meat, poultry or ratites as specified in 3-401.11 (A) (3) of the Jefferson County Food Code.
- **155°F for 15 seconds**- Comminuted fish, comminuted meat(hamburgers), pooled raw eggs or as specified in Section 3-401.11 (A)(2) of the JCFC.
- **145°F for 15 seconds**- Fish, meat, pork and raw shell eggs that are broken and prepared in response to a consumer's order for immediate service or as specified in Section 3-401.11 (A)(1)(a) and (b) of the JCFC.
- Roasts (whole beef, corned beef, lamb, pork and cured pork roast, such as ham, must be cooked using the parameters specified in Section 3-401.11, such as **145°F for 4 minutes**. Recommend contacting the regulatory authority for additional time/temperature options.
- *Reference the JCFC Section 3-603.11 regarding specific consumer advisory language as applicable.

COOLING

- All TCS food which is pre-cooked and pre-cooled either on the MFE or at the approved commissary should be pre-approved by the local regulatory authority.
- The person in charge must demonstrate that the facilities on the MFE or at the approved commissary are adequate to cool TCS foods in accordance with Sections 3-501.14 and 3-501.15 of the JCFC.
- Cooling shall be done in compliance with Sections 3-501.14 and 3-501.15 of the JCFC. Cooked TCS food shall be cooled from 135°F to 70°F within 2 hours and from 135°F to 41°F within a total of 6 hours or less.
- The regulatory authority may require time/temperature logs for TCS foods that are cooled.



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