

Mobile and Temporary Food Service Checklist

Permit and Permission

- Contact the Central Racine County Health Department to obtain information about permits and inspections.
- Contact the Municipal Clerk's Office of the municipality you will be operating in to inquire about any other permits which may be necessary.
- Food service permit is posted where the public can see it*
- Food manager certification is posted where the public can see it (mobile food units only).*
- Copy of the service base permit or variance letter and a regulatory authority inspection report from the past 12 months for the service base is present (mobile food units only).

*You will be prohibited from serving food if you do not have these documents present.

Equipment

- Hand washing facility in the food preparation area(s) supplied with:
 - Free flowing valve
 - Warm water
 - Hand cleanser
 - Disposable paper towels
 - Hand wash sign (mobile food units only)
- Adequate amount of functioning equipment available to hot & cold hold Potentially Hazardous Food (PHF).
- Vehicle and equipment is maintained in a clean and sanitary condition.
- Food, utensils, and single service articles are protected from contamination.
- Food contact surfaces of utensils and equipment are easily cleanable.
- Wiping cloths stored in an approved sanitizer are available.
- Air temperature thermometers present in all hot & cold holding equipment.
- K-rated fire extinguisher available (mobile food units only).

Food Protection

- All food is obtained from approved sources (Foods prepared in a home kitchen are not allowed).
- PHF transported to service site at less than or equal to 41°F or greater than or equal to 135°F.
- PHF cooked to the proper internal temperatures.
- PHF held at less than or equal to 41°F or greater than or equal to 135°F.
- An accurate thin probed thermometer is available for checking hot and cold food temperatures.
- Extensive food preparation areas are effectively enclosed or screened.
- Food protected from customer contamination.

Personal Hygiene

- Food employees understand they cannot work if they are sick with vomiting, diarrhea or fever with a sore throat.
- Food employees are washing their hands before working and when they become contaminated.
- Gloves and utensils used to prevent barehand contact with ready-to-eat food items (e.g., buns, chips, condiments, etc.).
- Food employees are wearing hair restraints and clean clothing.
- Eating, smoking, gum chewing and drinking from open containers is not allowed in the food preparation and service areas.

Dishwashing

- Facilities available to wash, rinse and sanitize all equipment and utensils (unless otherwise approved).
- An approved sanitizer with the appropriate test kit are available.
- All equipment and utensils have been properly cleaned and sanitized.

Water and Waste Disposal

- Water obtained from an approved source.
- Food grade hoses and backflow preventers present.
- Mobile food units which prepare food or beverages have a water storage tank with a capacity of at least 40 gallons.
- Mobile food units which serve beverages or food or reheats prepared foods have a water storage tank with a capacity of 10 gallons.
- Push carts have a water storage tank with a capacity of 5 gallons.
- Waste water is disposed of in a sanitary manner, not dumped on the ground.

Food service facilities shall meet the requirements set forth in Wisconsin Administrative Code ATCP 75 and local ordinance. Failure to meet these requirements will result in the food service facility being prohibited from serving food.