



SISKIYOU COUNTY ENVIRONMENTAL HEALTH DIVISION

806 South Main Street, Yreka CA 96097 Phone: (530) 842-8200

SISKIYOU COUNTY ENVIRONMENTAL HEALTH CONSUMER PROTECTION DIVISION

MOBILE FOOD FACILITIES

Application Checklist for New or Remodeled Units

NAME OF FACILITY OPERATION ADDRESS, CITY, ZIP PHONE

OWNER MAILING ADDRESS, CITY, ZIP PHONE

COMMISSARY PHYSICAL ADDRESS, CITY, ZIP PHONE

WATER SOURCE SEWAGE DISPOSAL

IF FACILITY WILL OPERATE AT MORE THAN ONE LOCATION, PLEASE LIST ALL LOCATIONS HERE:

ALL ITEMS MUST BE CHECKED. If a specific item does not apply to your facility, mark the item as "N/A" (not applicable). Please refer to the "**Plan Check Guidelines**" for details.

PLANS:

___ Submit one set of plans for the facility to Siskiyou County Environmental Health with \$240.00 plan check fee for approval.

___ Plans MUST include all of the following:

___ Photos of the 4 sides of the mobile unit

___ Floor plan showing the location of all equipment

___ Plumbing details, including capacities and details for water tank, waste water tank, and water heater tank

___ Specification sheets (equipment descriptions) for all equipment, including exhaust ventilation details. All equipment must be commercially NSF listed, and approved by the Health Department.

___ Finish materials used for all floors, walls, ceilings, and food contact surfaces. All surfaces must be smooth, durable, easily cleanable, and non-absorbent.

___ Menu listing dishes and major ingredients (prices are not required)

___ Commissary agreement letter

___ Restroom agreement letter

DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT:

- ___ Occupiable Mobile Food Facilities must have an insignia from the California State Department of Housing and Community Development (HCD) on the vehicle prior to approval. The insignia certifies that the unit meets construction, electrical, plumbing, and fire safety requirements. Contact HCD at (916) 255-2501 for more information.

OPERATION:

- ___ Mobile Food Facilities shall be operated within 200 feet travel distance of approved and readily available toilet and handwashing facilities.
- ___ Mobile Food Facilities operating at a fixed location must be hardwired to sewer, water, and power. Water must be provided from an approved source.
- ___ Food stored or prepared in a private home SHALL NOT be used or offered for sale in a Mobile Food Facility.

SIGN:

- ___ The business name or name of the operator, city, state, zip code, and the name of the permittee, if different from the name of the food facility, shall be legible, clearly visible to patrons, and permanently affixed on the customer side of the mobile food facility. The name shall be in letters at least 3" high and shall be of a color contrasting with the exterior of the unit. Letters and numbers for city, state, and zip code shall not be less than 1" high. Motorized Mobile Food Facilities shall have the required identification on two sides.

SINKS:

- ___ Warewashing Sink: Mobile Food Facilities where food is cooked, blended, or otherwise prepared must provide a commercial NSF listed 3 compartment sink with 2 integral metal drainboards. Minimum dimensions of each compartment: 12"x12"x10" depth or large enough to accommodate the cleaning of the largest utensil used at the facility. Each drainboard shall be at least the size of one of the sink compartments. The drainboards shall be installed with at least 1/8 inch per foot slope toward the sink compartment, and fabricated with a minimum of 1/2 inch lip or rim to prevent the draining liquid from spilling on the floor. The sink shall be equipped with a mixing faucet and shall be provided with a swivel spigot capable of servicing all sink compartments.
- ___ Handwash Sink: A commercial NSF listed sink with minimum dimension of 9"x9"x5" depth must be easily accessible by food employees. If the handwashing facilities are not separated from the 3 compartment sink by at least 24", the handwash sink shall be separated from the 3 compartment sink by a metal splashguard with a height of at least 6" inches that extends from the back edge of the drainboard to the front edge of the drainboard.

HOT WATER:

- ___ A hot water heater or an instantaneous heater capable of heating water to a minimum 120°F must be provided. The Health Department requires that this water heater must have a minimum capacity of three gallons; check with HCD for their requirements.

WATER TANKS:

- ____ Potable water tank: Minimum capacity of 5 gallons exclusively for handwashing. Facilities with limited food preparation: 15 additional gallons for warewashing. For any food preparation beyond limited food preparation: 25 additional gallons for warewashing and food preparation. See attached guidelines for further details.
- ____ Wastewater tank: Minimum capacity that is 50% greater than the potable water tanks (for handwashing and warewashing), plus an additional 15% if food preparation occurs, plus 33% of the total ice bin volume, if applicable. See attached guidelines for further details.

FOOD SAFETY CERTIFICATION:

- ____ Each Mobile Food Facility must have one employee, or owner who works at the facility that has successfully passed a food safe manager course. This requirement must be completed within 60 days of opening the mobile food facility.
- ____ Other than the food safe manager, all employees that prepare, store, or serve food must obtain a food handler card within 30 days of hire.

All Mobile Food facilities shall meet the applicable requirements in chapters 1 to 8 inclusive, and chapters 13 and 10 of The California Retail Food Code (CRFC), unless specifically exempted from any provisions as provided in chapter 10 of the CRFC. The CRFC is available online at the Siskiyou County Environmental Health Web site: <http://www.co.siskiyou.ca.us/content/environmental-health-division-consumer-protection>. See the attached “[Plan Check Guidelines for Mobile Food Facilities and Mobile Support Units](#)” for all applicable mobile food facility requirements. Mobile Food Facilities must meet the requirements of all other local authorities within the jurisdiction of the facility.

THE HEALTH DEPARTMENT WILL APPROVE OR REJECT PLANS WITHIN 20 DAYS AFTER RECEIPT OF COMPLETE PLANS. THE HEALTH DEPARTMENT MUST INSPECT THE UNIT PRIOR TO OPENING FOR BUSINESS. PLEASE SCHEDULE AN APPOINTMENT 3-5 WORKING DAYS IN ADVANCE OF YOUR INTENDED OPENING DATE. A HEALTH DEPARTMENT PERMIT WILL BE ISSUED UPON COMPLETION OF AN INSPECTION SHOWING THAT THE FACILITY CONFORMS WITH APPLICABLE CODES.

APPLICANT SIGNATURE _____ DATE _____

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Health Department Use

Received by _____

Fee _____ Date _____

Approved _____ Denied _____

REHS _____ Date _____

Plan Check Guidelines for Mobile Food Facilities (MFF) and Mobile Support Units (MSU)

I. Introduction

These guidelines have been established to serve the need for uniformity between jurisdictions in construction approvals of mobile food facilities (MFF) and mobile support units (MSU), to provide a general overview of MFF and MSU construction, and to assist anyone planning to construct or remodel an MFF or an MSU.

These guidelines are not all-inclusive. Requirements are based on the menu. Not all items specified in this document are applicable to each type of MFF.

Types of MFFs include, but are not limited to: ice cream trucks, produce trucks, coffee carts, pushcarts, and catering trucks and trailers.

Contact your local enforcement agency for further information regarding your planned MFF or MSU.

After approved for operation, no modification or menu change may be made without approval of the local enforcement agency.

Contact your local zoning agency for requirements prior to submitting plans for review.

II. Definitions

A. Assembly means a collection of parts brought together.

B. Auxiliary Conveyance (AC) is a means of transport for the warewashing and/or handwashing sinks used in conjunction with, and maintained immediately adjacent to, the primary unit of the mobile food facility. When used in conjunction with a mobile food facility, an auxiliary conveyance shall contain all of the utility connections. **(CRFC Section 114314)**

C. Commissary means a food facility that services MFFs, MSUs, or vending machines where any of the following occur:

- (a) Food, containers, or supplies are stored.
 - (b) Food is prepared or prepackaged for sale or service at other locations.
 - (c) Utensils are cleaned.
 - (d) Liquid and solid wastes are disposed, or potable water is obtained.
- (CRFC Section 113751)**

D. Conveyance is a means of transport: vehicle, cart.

E. Food compartment means an enclosed space with all of the following

characteristics:

- (a) The space is defined by a physical barrier from the outside environment that completely encloses all food, food-contact surfaces, and the handling of nonprepackaged food.
- (b) All openings are equipped with tight-fitting closures, or one or more alternative barriers that effectively protect the food from contamination, facilitate safe food handling, while minimizing exposure to the environment.
- (c) It is constructed from materials that are nontoxic, smooth, easily cleanable, and durable and is constructed to facilitate the cleaning of the interior and exterior of the compartment. (CRFC Section 113784)

F. Limited Food Preparation (for MFFs) means food preparation that is restricted to one or more of the following:

- (1) Heating, frying, baking, roasting, popping, blending, or assembly of nonprepackaged food.
- (2) Bulk dispensing of nonpotentially hazardous beverages.
- (3) Slicing and chopping of food on a heated cooking surface during the cooking process.
- (4) Cooking and seasoning to order.

Limited Food Preparation **does not include**:

- 1. slicing and chopping unless it is on the heated cooking surface,
- 2. thawing,
- 3. cooling of cooked potentially hazardous food,
- 4. grinding raw ingredients or potentially hazardous food,
- 5. reheating for hot holding,
- 6. washing of foods, or

cooking of potentially hazardous foods for later use.

(CRFC Section 113818)

G. Menu change means a modification of a food facility's menu that would require a change in the food facility's food preparation methods, storage equipment, or storage capacity previously approved by the local enforcement agency. These changes may include, but are not limited to, the addition of potentially hazardous foods to a menu, installation of new food preparation or storage equipment, or increasing storage capacity. (CRFC Section 113824)

H. Mobile Food Facility (MFF) means any vehicle used in conjunction with a commissary or other permanent food facility upon which food is sold or distributed at retail. "Mobile food facility" does not include a "transporter" used to transport packaged food from a food facility, or other approved source to the consumer. (CRFC Section 113831)

I. Mobile Support Unit (MSU) means a vehicle, used in conjunction with a commissary, or other permanent food facility, that travels to and services MFFs as needed to replenish supplies, including food and potable water, clean the interior of the unit, or dispose of liquid or solid wastes. (CRFC Section 113833)

J. Occupied Mobile Food Facility (OMFF) means an MFF that is occupied during normal business operations; a fully enclosed MFF. All food preparation other than

Limited Food Preparation must be within an OMFF. (CRFC Sections 113984 and 114321)

K. **Portable** means equipment that is capable of being lifted and moved or has utility connections that are designed to be disconnected or of sufficient length to permit the unit to be moved for cleaning, and does not exceed 80 pounds (36kg) in weight. (CRFC Section 113868)

L. **Portioning** means dividing into portions: abstracting from a whole.

M. **Prepackaged food** means any properly labeled processed food, prepackaged to prevent any direct human contact with the food product upon distribution from the manufacturer, and prepared at an approved source. (CRFC Section 113876)

N. **Refrigeration unit** means a mechanical unit that extracts heat from an area through liquefaction and evaporation of a fluid by a compressor, flame, or thermoelectric device, and includes a mechanical thermostatic control device that regulates refrigerated blown air into an enclosed area at or below the minimum required food storage temperature of potentially hazardous foods. (CRFC Section 113885)

O. **Tight-fitting** means fabricated so that joining members are in contact along the entire seam with no opening greater than 1/64th inch (.04 cm). (CRFC Section 113931)

P. **Transporter** means any vehicle used to transport food from a manufacturer, distributor, retail food facility, or other approved source to a retail food facility. (CRFC Section 113932)

Q. **Vehicle** means a method of carrying or transporting something: conveyance.

II. Operation From a Commissary – Cleaning and Servicing

A. MFFs shall operate in conjunction with a commissary, MSU, or other facility approved by the enforcement agency. (CRFC Section 114295)

B. MFFs shall be stored at or within a commissary or other location approved by the enforcement agency in order to have protection from unsanitary conditions. (CRFC Section 114295)

C. MSUs shall be operated from and stored at a designated commissary and shall be subject to permitting and plan review. MSUs shall report to a commissary or other approved facility for cleaning, servicing, and storage at least daily. (CRFC Section 114295 and 114297)

D. Unless serviced by an MSU, or operating at a community event, MFFs shall report to the commissary or other approved facility on a daily basis.

MFFs shall be cleaned and serviced at least once daily during an operating day. (CRFC Section 114295 and 114297)

III. Food Safety Certification

MFFs that prepare, handle, or serve nonprepackaged potentially hazardous food shall have an owner or employee who has successfully passed an approved and accredited food safety certification exam. No person can act as the certified person at more than

one food facility. (CRFC Section 113947.1)

IV. Plan Submission

- A. Two sets of plans shall be required for any new or remodeled MFF, MSU, or auxiliary sink conveyance, prior to construction, or for the aforementioned facilities that have been acquired by the operator in the finished state. Plans may also be required for a change in menu on an MFF that is presently permitted. MFFs, MSUs or auxiliary conveyances that have been previously permitted may be accepted as approved without plans as deemed appropriate by the present jurisdiction processing the operating permit. (CRFC Article 3 Section 114380)
- B. Complete and easily readable plans shall be drawn to scale. Drawings shall show all 4 sides and the top view of the MFF or MSU, and a complete plumbing diagram. The location and type of each of the following, if applicable, shall be shown on the plans :
 - 1. Potable water tanks (indicate volume and dimensions, length x width x depth).
 - 2. Potable water inlets (indicate type).
 - 3. Overflow lines.
 - 4. Waste water tanks (indicate volume and dimensions, length x width x depth).
 - 5. Waste tank drain valves. Backflow prevention devices.
 - 6. Water heaters (indicate type and size in gallons).
 - 7. Utensil and hand-wash sinks (length x width x depth indicated).
 - 8. All associated plumbing.
 - 9. Each piece of food service equipment and its placement.
 - 10. Specifications for the equipment indicating manufacturer make and model number shall be indicated either separately or on the plan. Weight of equipment should also be listed.
 - 11. Ice bins (indicate volume and dimensions, length x width x depth).
 - 12. Finish schedule for food contact surfaces, counter tops, food compartments, walls, floors and ceilings.
 - 13. Food compartment(s) and doors in their open position.
 - 14. Gas and electrical lines.
 - 15. All other component details (such as utensils, tray inserts, insulations, counters, shelving, storage areas, and food preparation areas, etc.).
 - 16. Identification signage on one side for a non-motorized and two sides for a motorized MFF or MSU. The identification must include the business name (at least 3" high), the name of the permittee if different from the business name (at least 1" high), the city, state and zip code of the permittee (at least 1" high). The signs shall be permanently affixed to the MFF or MSU.
 - 17. Type and location of fire protection equipment.
 - 18. Power source (size indicated).
 - 19. Mechanical ventilation for units with cooking equipment, (must meet Uniform Mechanical Code requirements).
 - 20. Size and location of any pass through windows.

(CRFC Article 3 Section 114380)

C. The following items shall accompany the plans:

1. A commissary agreement letter, if available at that time, shall accompany the plans (otherwise to be submitted prior to final issuance of permit.) **(CRFC Sections 114295 and 114297)**
2. Menu. **(CRFC Sections 114380 and 114381)**
3. For unenclosed (non-occupied) MFFs, operational procedures for food handling and the cleaning and sanitizing of food-contact surfaces, food equipment and utensils. **(CRFC Section 114303)**

V. Construction Requirements

- A. Surface materials of the MFF shall be constructed of a smooth, durable, washable, impervious material capable of withstanding frequent cleaning, shall not be unfinished wood and shall be free of cracks, seams, or linings where vermin may harbor. **(CRFC Section 114301)**
- B. Construction joints shall be tightly fitted and sealed with no gaps or voids. All sealant, solder and weld joints located in the food contact areas shall be smooth, and approved for food contact surfaces. Spaces around pipes, conduits or hoses that extend through cabinets, floors or outer walls shall be sealed to be smooth and easily cleanable. **(CRFC Section 114301)**
- C. All food-related equipment and plumbing, including pumps, accumulators and filters shall be certified or classified for sanitation by an American National Standards Institute (ANSI) accredited certification program, i.e. National Sanitation Foundation (NSF), Intertek Testing Services (ITS or ETL), Underwriter's Laboratory Sanitation (EPH), Canadian Standards Association CSA or other ANSI approved certification agency. In the absence of applicable ANSI sanitation certification, the equipment design, construction and installation is subject to approval by the jurisdiction. **(CRFC Section 114130)**
- D. All food related fixtures, tanks, equipment, plumbing, pumps and filters must meet standards referenced in the current plumbing code. Plumbing fixtures, pumps and filters shall be installed according to the manufacturer's specifications. **(CRFC Section 113715)**
- E. All equipment shall be installed so as to be easily cleanable, prevent vermin harborage, and provide adequate access for service and maintenance.
 - (1) Equipment shall be spaced apart or sealed together for easy cleaning. There shall be a minimum of four inches of unobstructed space provided for sanitary maintenance beneath counter mounted equipment or between the sides of adjacent equipment.
 - (2) Portable equipment or machinery need not comply with the minimum leg height requirement.

(3) Threads, nuts, or rivets shall not be exposed where they interfere with cleaning. Threads, nuts, or rivets that interfere with cleaning shall be sealed or capped.

(4) All floor mounted equipment shall be sealed to the floor to prevent moisture from getting under the equipment, or it shall be raised at least six inches off the floor by means of an easily cleanable leg and foot. **(CRFC Section 114301)**

F. Lighting and Power Supply:

1. Light bulbs and tubes shall be covered and completely enclosed in plastic safety shields or the equivalent. **(CRFC Section 114323)**
2. Light fixtures shall be installed so as not to constitute a hazard to employees or food safety. **(CRFC Section 114323)**
3. Adequate electrical power shall be provided to power accessories or appliances. **(CRFC Section 114301)**

G. Electrical appliances shall meet applicable Underwriter's Laboratory standards. **(CRFC Section 114323)**

H. Potable water tanks and plumbing:

1. Water tanks and plumbing shall be constructed of food grade material as approved by an ANSI accredited testing organization for drinking water. **(CRFC Section 114130)**
2. Interiors shall be smooth and free of recesses and crevices and capable of draining completely. **(CRFC Sections 114130, 114130.1, and 114209)**
3. Tanks shall be adequately vented for flow. Water tank vents shall terminate in a downward direction and shall be covered with 16-mesh per square inch screen or equivalent when the vent is in a protected area or a protective filter when the vent is in an area not protected from windblown dirt and debris. **(CRFC Section 114213)**
4. Potable water tanks shall be sufficient in volume to fulfill the required 5 gallon minimum for hand washing. Facilities with limited food preparation must provide at least 15 additional gallons of water for warewashing. For any preparation beyond limited food preparation at least 25 additional gallons of water for warewashing and food preparation must be provided. **(CRFC Section 114217)**
5. Water tank capacities may be satisfied with one or more potable water tanks.
6. Potable water inlets shall be protected from contamination and designed to preclude attachment to a non-potable service connection, e.g. quick disconnect. **(CRFC Sections 114215 and 114225)**
7. Potable water inlets shall be located at least 1" above the overflow. **(CRFC Section 114213)**
8. Overflow pipe openings shall be protected from the entrance of dust, insects and other contamination. **(CRFC Section 114213)**
9. Potable water tanks may be removable, but can be no greater in size than 10 gallons (80 lbs) to be considered suitably portable. **(CRFC Sections 114239 and 114301)**
10. Connections to the potable and waste tanks shall be of a different type or size so

as to eliminate contamination of the potable water supply. Waste and potable hose connections shall not be interchangeable. **(CRFC Section 114215)**

11. Liquid waste hoses shall not be the same color as the hoses used for potable water. **(CRFC Section 114215)**
12. If tanks are removable they should be labeled 'potable' or 'waste' to eliminate any confusion. **(CRFC Section 114215)**

I. Handwashing Sink:

1. When required, shall be a minimum size of 9x9x5 inches in depth. MFFs limited to handling prepackaged foods do not require a handwash sink. **(CRFC Section 114311)**
2. Shall be located on the operator side of the MFF or auxiliary conveyance, and shall be unobstructed and easily accessible. The sink can be on the countertop or below a countertop cutaway extending at least halfway from the edge of the sink to the faucet handles. When used in conjunction with an MFF, an auxiliary conveyance shall contain all of the utility connections. **(CRFC Sections 114311 and 114314)**
3. Shall have hot and cold water through a mixing faucet capable of delivering a minimum of one gallon/minute. **(CRFC Sections 114217 and 114325)**
4. A handwashing sink shall provide water at a minimum temperature of 100°F and be tempered so as to prevent scalding. **(CRFC Section 114325)**
5. A minimum water heater capacity of one-half gallon shall be provided for MFFs only needing handwashing. **(CRFC Section 114325)**
6. A single-use commercial towel dispenser shall be mounted adjacent to the hand sink. **(CRFC Section 113953.2)**
7. A hand-soap dispenser shall be mounted adjacent to the hand sink. **(CRFC Section 113953.2)**

J. Warewashing sinks:

1. a) MFFs where nonprepackaged food is cooked, blended, or otherwise prepared shall provide a warewashing sink with at least three compartments with two integral metal drainboards. **(CRFC Section 114313)**
b) MFFs that are not required to provide a warewashing sink include those that handle nonpotentially hazardous foods that require no preparation other than heating, baking, popping, portioning, bulk dispensing, or assembly. These MFFs shall wash and sanitize all utensils and equipment on a daily basis at the approved commissary or other approved food facility and provide and maintain an adequate supply of spare preparation and serving utensils in the MFF as needed to replace those that become soiled or contaminated. **(CRFC Section 114313)**
2. The warewashing sink must be on the primary MFF unit or an approved auxiliary conveyance. When used in conjunction with an MFF, an auxiliary conveyance shall contain all of the utility connections. **(CRFC Section 114314)**
3. The dimensions of each compartment of the warewashing sink shall be at least 12 inches wide, 12 inches long, and 10 inches deep, or large enough to accommodate the cleaning of the largest utensil. **(CRFC Section 114313)**

4. Each drainboard shall be at least the size of one of the sink compartments. The drainboards shall be installed with at least one-eighth inch per foot slope toward the sink compartment, and fabricated with a minimum of one-half inch lip or rim to prevent the draining liquid from spilling onto the floor. **(CRFC Section 114313)**
5. The sink shall be equipped with a mixing faucet and shall be provided with a swivel spigot capable of servicing all sink compartments. **(CRFC Section 114313)**
6. A water heater or an instantaneous heater capable of heating water to a minimum of 120° F interconnected with a potable water supply, shall be provided and shall operate independently of the vehicle engine. Cold running water must also be supplied. **(CRFC Section 114325)**
7. A water heater with a minimum capacity of three gallons shall be provided for MFFs conducting food preparation. **(CRFC Section 114325)**
8. The warewashing sink shall be within the MFF or shall be protected from potential contamination, and kept clean. **(CRFC Sections 114178 and 114303)**
9. The handwashing sink shall be separated from the warewashing sink by a metal splashguard with a height of at least six inches that extends from the back edge of the drainboard to the front edge of the drainboard, the corners of the barrier to be rounded. No splashguard is required if the distance between the handwashing sink and the warewashing sink drainboards is 24 inches or more. **(CRFC Section 114311)**

K. Gas fired appliances:

1. Thermocouples shall have a safety shut off device. **(ANSI Standard)**
2. Propane tanks:
 - a. That are enclosed within the MFF shall have at least two ventilation openings on opposite sides at the cylinder valve level and at least one ventilation opening required at the floor level. Each opening shall be a minimum of 10 square inches, screened with a minimum 16 mesh and shall vent to the exterior of the MFF. **(ANSI Standard)**
 - b. Enclosures shall be free of any source of ignition. **(ANSI Standard)**
 - c. Shall be securely placed and should not be located on the bumper of a trailer mounted vehicle. The only appropriate placement on the exterior of the MFF is on the front (tongue) of the trailer. **(ANSI Standard)**
 - d. Shall have a safety shut off valve. **(ANSI Standard)**
 - e. A properly charged and maintained minimum 10 BC-rated fire extinguisher to combat grease fires shall be properly mounted and readily accessible on each MFF with heating elements or cooking equipment. **(CRFC Section 114323)**
 - f. All gas-fired appliances shall be properly insulated in a manner that will prevent excessive heat buildup and injury. **(CRFC Section 114323)**
3. Certification shall be indicated by a decal on the appliance. **(ANSI Standard)**
4. All new and replacement gas-fired appliances shall meet applicable ANSI standards. **(CRFC Section 114301)**
5. All liquefied petroleum equipment shall be installed to meet applicable fire authority standards, and this installation shall be approved by the fire authority.

(CRFC Section 114323)

6. All gas lines shall be properly installed and protected. Use grommets as necessary to prevent abrasion of gas lines. **(CRFC Section 114301)**

L. Food compartment(s): must be present and adequately sized for the intended operation of the MFF. For a food compartment:

1. The space is defined by a physical barrier from the outside environment that completely encloses all food, food-contact surfaces, and the handling of nonprepackaged food. **(CRFC Section 113784)**
2. All access openings are equipped with tight-fitting closures, or one or more alternative barriers that effectively protect the food from contamination, facilitate safe food handling, while minimizing exposure to the environment. **(CRFC Section 113784)**
3. It is constructed from materials that are nontoxic, smooth, easily cleanable, and durable and is constructed to facilitate the cleaning of the interior and exterior of the compartment. **(CRFC Section 113784)**
4. If doors are a part of the food compartment they will only open outward.
5. Ice bins holding edible ice shall be within a food compartment. **(CRFC Section 113984)**

M. Food Storage:

1. Food storage compartments shall be large enough to accommodate expected food volumes. **(CRFC Section 114047)**
2. Food storage compartments shall be enclosed to protect from contamination. **(CRFC Section 113980)**
3. Food storage compartments shall not contain plumbing of any kind. **(CRFC Sections 113980 and 114049)**
4. Potentially hazardous foods (except for frozen ready-to-eat foods, whole fish, and whole aquatic invertebrates) shall be stored within refrigeration units. **(CRFC Section 114301)**

N. Wastewater Tanks:

1. All waste lines shall be connected to wastewater tanks with watertight seals. **(CRFC Section 114211)**
2. Any wastewater tank mounted within an MFF or MSU shall have an air vent overflow provided in a manner that will prevent potential flooding of the interior of the facility. **(CRFC Section 114213)**
3. A water tank vent shall terminate in a downward direction and shall be covered with 16-mesh per square 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. **(CRFC Section 114213)**
4. Wastewater tanks shall be of sufficient capacity to hold 150% or 1.5 times that of the potable handwashing and warewashing water supply, 15% of product water, and 33% of the total ice bin volume. **(CRFC Section 114240)**
5. Wastewater tanks may be removable, but can be no greater in size than 10 gallons (80 lbs) to be considered suitably portable. **(CRFC Sections 114241 and 114301)**

6. Wastewater tanks shall have a discharge valve located to facilitate complete draining of the tank. **(CRFC Section 114240)**
7. Permanently installed steam tables shall be fitted with a discharge valve and shall *not* drain to the wastewater tank.
8. If tanks are removable they should be labeled 'potable' or 'waste' to eliminate any confusion. **(CRFC Section 114238)**

O. Ventilation:

1. Mechanical exhaust ventilation equipment shall be provided over all cooking equipment as required to effectively remove cooking odors, smoke, steam, grease, heat, and vapors. **(CRFC Section 114149.1)**
2. All mechanical exhaust ventilation equipment shall be installed and maintained in accordance with the California Mechanical Code, or for OMFFs, certified and approved by HCD. **(CRFC Section 114149.1)**
3. For California Mechanical compliance the following shall be kept in good working order:
 - a. Cooking equipment.
 - b. Hoods.
 - c. Ducts (if applicable).
 - d. Fans.
 - e. Fire suppression systems.
 - f. Special effluent or energy control equipment.**(CRFC Section 114149.1)**

P. Flooring:

1. Ground or floor surfaces where cooking processes are conducted from a grill, barbecue (only acceptable at a community event), or other unenclosed cooking unit on an MFF shall be impervious, smooth, easily cleanable, and shall provide employee safety from slipping. Ground or floor surfaces shall extend a minimum of five feet on all open sides of where cooking processes are conducted. **(CRFC Section 114301)**

Q. Safety:

1. All pressure cylinders shall be securely fastened to a rigid structure. **(CRFC Section 114172)**
2. A first-aid kit shall be provided and located in a convenient area in an enclosed case. **(CRFC Section 114323)**
3. MFFs that operate at more than one location in a calendar day shall be equipped to meet all of the following requirements:
 - a. All utensils in an MFF shall be stored so as to prevent their being thrown about in the event of a sudden stop, collision, or overturn. A safety knife holder shall be provided to avoid loose storage of knives in cabinets, boxes, or slots along counter aisles. Knife holders shall be designed to be easily cleanable and be manufactured of materials approved by the enforcement agency.
 - b. Coffee urns, deep fat fryers, steam tables, and similar equipment shall be equipped with positive closing lids that are fitted with a secure latch mechanism

that will prevent excessive spillage of hot liquids into the interior of an MFF in the event of a sudden stop, collision, or overturn. As an alternative to this requirement, a coffee urn may be installed in a compartment that will prevent excessive spillage of coffee in the interior of the unit.

- c. Metal protective devices shall be installed on the glass liquid level sight gauges on all coffee urns.

(CRFC Section 114323)

4. Light bulbs and tubes shall be covered with a completely enclosed plastic safety shield or its equivalent, and installed so as to not constitute a hazard to personnel or food. **(CRFC Section 114323)**
5. All liquefied petroleum equipment shall be installed to meet applicable fire authority standards, and this installation shall be approved by the fire authority. However, for units subject to HCD they shall comply with HCD requirements. **(CRFC Section 114323)**
6. A properly charged and maintained minimum 10 BC-rated fire extinguisher to combat grease fires shall be properly mounted and readily accessible on each MFF with heating elements or cooking equipment. **(CRFC Section 114323)**
7. All gas-fired appliances shall be properly insulated in a manner that will prevent excessive heat buildup and injury. **(CRFC Section 114323)**

VI. Fully Enclosed/Occupied Mobile Food Facilities – OMFF

In addition to general requirements for MFFs, the following shall apply to OMFFs.

NOTE: If the OMFF has 110 volt electrical, plumbing, a gas appliance/equipment, or a mechanical generator or compressor, it must have a certification insignia issued by the CA Department of Housing and Community Development. **(CRFC Section 114294)**

A. Exterior requirements:

1. Entrance doors to food preparation area and service openings shall be self-closing. **(CRFC Section 114303)**
2. Food service openings:
 - a. Shall be no more than 216 square inches and no less than 18 inches apart.
 - b. Shall be covered with solid material or screen. If screen is used it must be at least 16-mesh per inch. **(CRFC Section 114259.2)**
 - c. This section shall not apply to MFFs that are limited to the handling of prepackaged food and whole produce. **(CRFC Section 113984)**
3. Compressor units that are not an integral part of the MFF shall be installed in an area separate from the food prep and storage areas. **(CRFC Section 114322)**
4. Propane tanks shall be located outside the MFF, and there can be no other attachments on the exterior of the MFF (e.g. can opener). **(CRFC Sections 114984, 114303, and 114323)**

B. Interior requirements:

1. OMFFs shall have a clear, unobstructed height over the aisle-way portion of the unit of at least 74 inches from floor to ceiling, and a minimum of 30 inches of unobstructed horizontal aisle space. (CRFC Section 114321)
2. Walls and ceilings shall be constructed so surfaces are impervious, smooth and cleanable. (CRFC Section 114301)
3. Floors shall be constructed of approved materials and shall be impervious, smooth, easily cleanable, and provide employee safety from slipping. The floor/wall juncture shall be covered with a minimum 3/8 inch radius and the floor surface shall extend up the wall at least four inches. (Vinyl rubber top-set base is not acceptable material). Equipment shall be sealed to the floor or raised 6 inches off the floor by means of an easily cleanable leg and foot. (CRFC Section 114301)
 - a. This section shall not apply to MFFs that are limited to the handling of prepackaged food and whole produce, unless water flushing of floors is required.
 - b. If water flushing of floors is required, a food grade hose shall be installed and maintained in an enclosed compartment. The food grade hose shall be of sufficient length to clean the interior of the vehicle.

VII. Mobile Support Units – MSU

MSU requirements are based on the proposed services to, and the number, type and location(s) of the MFFs serviced. All construction and equipment will conform to the requirements described in the general MFF sections of this guideline as applicable. (CRFC Section, 114294 and 114327)

- A. Operational Procedure: a detailed description of the intended operation(s) of the MSU shall accompany the construction plans for the MSU and shall indicate the following:
 1. A list of all MFFs to be serviced.
 2. A list of services to be provided to each MFF.
 3. The distance from the commissary to each MFF to be serviced.
 4. When unpackaged food is handled, handwashing facilities must be available.
 (CRFC Sections 113953 and 114327)

MSUs that provide one or more of the following services to one or more MFFs shall conform to the requirements under each applicable service heading.

B. Transport of potable and waste water:

1. Adequate potable water tank(s) shall be provided for all water demand for each MFF serviced including but not limited to, supply tanks, steam tables, utensil washing, hand washing and equipment cleaning. (CRFC Section 114327)
2. Waste water tanks shall be adequate in volume to accommodate all MFFs serviced. Waste water tanks will be located to prevent contamination of all potable water, clean linen and food and utensil storage areas. (CRFC Sections 114303 and 114327)
3. The method for securing removable tanks during transport shall be indicated. (CRFC Sections 114241 and 114327)

4. A designated waste water pump shall be provided when waste water is pumped from the MFF. The pump and all associated hoses shall be clearly labeled for waste. **(CRFC Sections 114211 and 114327)**
5. A designated potable water pump shall be provided when potable water is pumped to the MFF. The pump and all associated hoses shall be labeled clearly for potable water. **(CRFC Sections 114211, 114238 and 114327)**
6. Waste tanks shall be equipped with an approved valve and shall be constructed to prevent drainage onto the ground during transport or when stationary. **(CRFC Section 114240)**
7. Waste tanks and associated pumps and hoses shall be stored separately from potable water storage, clean linen, paper products, food equipment and utensil storage areas, and shall be clearly labeled as “waste”. **(CRFC Sections 114211, 114241 and 114327)**
8. If tanks are removable they should be labeled ‘potable’ or ‘waste’ to eliminate any confusion. **(CRFC Sections 114211 and 114241)**
9. Connections to the potable and waste tanks shall be of a different type or size so as to eliminate contamination of the potable water supply. Waste and potable hose connections shall not be interchangeable. **(CRFC Sections 114327 114211)**

C. Transport and restocking of food and/or utensils:

1. Adequate compartments and shelving shall be provided for all food to be transported. **(CRFC Section 114327)**
2. When unpackaged food is stored during transport, compartments shall be smooth, easily cleanable, non-absorbent, and equipped with tight fitting doors and/or lids. **(CRFC Section 114327)**
3. If used to transport potentially hazardous food, approved equipment to maintain food at the required temperatures shall be provided. **(CRFC Section 114327)**

D. Removal and transport of waste grease:

1. An approved container(s) or tank(s) of sufficient volume with secure lid(s) shall be provided for all MFFs generating waste grease, serviced by the MSU. **(CRFC Section 114244)**
2. Tanks or containers shall be separate from all potable water, clean linen, paper products, food equipment and utensil storage areas. **(CRFC Sections 113980 and 114244)**
3. Pumps and all associated hoses that are used to drain grease shall be clearly labeled as “waste grease” and shall be stored separate from other pumps and hoses. **(CRFC Sections 113980, 114244 and 114327)**
4. When grease is transferred from the MFF to the MSU by container, it shall have a tight fitting lid. The container and any associated funnels shall be clearly labeled as “waste grease”. **(CRFC Sections 114244 and 114327)**

E. Removal and transport of food waste other than grease:

1. Adequate additional volume shall be provided to the waste water tanks when servicing MFFs with liquid food waste. **(CRFC Section 114240)**

2. Transfer methods shall be indicated and the proper transfer equipment provided and labeled clearly for waste. **(CRFC Sections 114241 and 114327)**
 3. Sufficient storage for all solid food waste shall be provided with adequate containment during transport. This may be accomplished by bins or cabinets that accommodate trash bags. **(CRFC Section 114244)**
- F. Transport of equipment to and from commissary:
1. Adequate shelving or cabinets shall be provided for storage of equipment during transport. **(CRFC Section 114178)**
- G. Cleaning MFFs:
1. Separate and adequate storage shall be provided for cleaning equipment, and cleaning and other toxic chemicals. **(CRFC Section 114327)**
 2. Separate and adequate storage for clean rags shall be provided. **(CRFC Section 114327)**
 3. Separate and adequate, leak-proof storage for soiled rags shall be provided. **(CRFC Section 114327)**
 4. A separate and adequate receptacle shall be provided for removal of solid and food waste. **(CRFC Section 114244)**

End of Guideline

NAME OF FACILITY

OPERATION ADDRESS, CITY, ZIP

PHONE

OWNER

MAILING ADDRESS, CITY, ZIP

PHONE

COMMISSARY

PHYSICAL ADDRESS, CITY, ZIP

PHONE

WATER SOURCE

SEWAGE DISPOSAL

Detailed Description of Proposed Business:
