MOBILE FOOD UNIT OPERATIONAL PLAN

Instructions:
- The Mobile Food Unit License Application and Operational Plan Review must be completed and submitted to Central District Health for review and approved prior to operating the Mobile Food Establishment. (Sec. 8-302.11-.14)
- A plan review is required at least 30 days prior to operation, at which time a Commissary Agreement (attached) and a plan lay-out of the Mobile Food Establishment must be provided.
- Approval of the plans and specifications is required PRIOR to the start of construction or remodel.
- Licensing fees are due at the time of application, or plan review. (whichever comes first)
- Once a plan review has been conducted and approval granted by CDH, you must notify the District at least 15 days before anticipated opening to request a Preoperational inspection. (Sec.8-203.10)

Name of Mobile Food Establishment: ______________________________________________________
Vehicle License Plate Number: ___________________________________________________________

Type of Mobile Food Establishment:
- Self-Sufficient Vehicle or Trailer (Full Service)
- Vehicle or Trailer that is not Self-Sufficient (Limited Service)
- Push-Cart

I. OPERATIONS

1. Describe the Person-In-Charge and Employee’s training or ability to demonstrate knowledge. (2-102.11)
   ________________________________________________________________________________
   ________________________________________________________________________________

2. Describe the location of the Mobile Food Establishment in relation to the Commissary (Servicing Area). Daily service is required.
   ________________________________________________________________________________

3. Locations, Days and Approximate Times the Mobile Food Establishment will be open for business
   ________________________________________________________________________________
   ________________________________________________________________________________

4. Anticipated Number of Meals/Servings per Day: _________________________________

5. Overnight storage location___________________________________________________________

6. List the name(s) of the “Person in Charge” who will be present at the Mobile Food Establishment during its hours of operation:
   ________________________________________________________________________________

7. List the name of the “Person in Charge” who is responsible for the operation of the Commissary (Servicing Area):
   ________________________________________________________________________________
II. FOOD PROTECTION, EQUIPMENT AND UTENSILS

Note: Potentially Hazardous Food (PHF) is food that supports the growth of bacteria and a PHF must be Temperature Controlled for Safety (TCS). Meat, poultry, eggs and dairy products are examples of PHF/TCS food products.

8. List ALL food and beverage items to be either prepared or served at the Mobile Food Establishment. Attach a separate sheet if necessary. (Note: Any changes to the menu must be submitted to and approved by Central District Health prior to their service.)

________________________________________________________________________________________________
________________________________________________________________________________________________

9. List ALL of the food and beverage items to be prepared at the Commissary (Servicing Area).

________________________________________________________________________________________________
________________________________________________________________________________________________

10. Will any foods be prepared in advance? YES or NO, If so, which foods?

________________________________________________________________________________________________

11. Describe how foods requiring cooling will be rapidly cooled?

________________________________________________________________________________________________

What will become of leftover foods?

________________________________________________________________________________________________

12. Identify the supplier/sources for all food items. Include the source of the ice. Attach a separate sheet if necessary.

________________________________________________________________________________________________
________________________________________________________________________________________________

13. Will all foods be stored on the Mobile Food Establishment? YES or NO  At Commissary? YES or NO

14. List foods stored on the Mobile Food Establishment:

________________________________________________________________________________________________
________________________________________________________________________________________________

15. List foods stored at Commissary (Servicing Area):

________________________________________________________________________________________________
________________________________________________________________________________________________

Storage provision requires keeping all food in non-waterproof containers a minimum of 6"above floor. Bare wood allowed only in dry goods storage area, unopened foods. (3-305.11; 4-101.19)

17. Cross-contamination - Specifically identify how ready-to-eat foods (lettuce, tomatoes, onions, buns) will be protected from raw foods of animal origin (pork, chicken) during:

storage
transportation, ______________________________________________________________________________________
preparation by food workers, _____________________________________________________________________________
cooking ____________________________________________________________________________________________

18. How and when will food temperatures be monitored at the Mobile Food Establishment and by whom? (Calibration of Stem/probe thermometer is necessary to ensure accuracy of temperatures – see guideline) (4-302.12)

_____________________________________________________________________________________________

_____________________________________________________________________________________________

Hot foods hot holding must be \( \geq 135^\circ F \) and Cold foods must be held at \( \leq 41^\circ F \) (3-501; 4-301)

19. Describe where utensil washing will take place. Describe where extra supplies of clean utensils will be stored. Storage for cleaned equipment, utensils, and single-use and single-service articles shall be in a clean, dry location not exposed to splash or contamination, and 6”+ above floor. (4-903.11)

_____________________________________________________________________________________________

_____________________________________________________________________________________________

20. Explain the sanitizing procedure at the mobile unit i.e. which sanitizer and how it will be used (sink, spray, wipe-cloth bucket) and when. **Must have test strips to measure sanitizer level during operation.

_____________________________________________________________________________________________

_____________________________________________________________________________________________

V. PLUMBING (5-1, 5-3)

All plumbing of safe materials, sized, installed in accordance with the Uniform Plumbing Code (UPC). (5-201.11, 5-202.11)

21. Identify, how often, and how much water will be provided to the Mobile Food Establishment. Specify the location, number, and volume of any potable water tanks to be used. Describe the procedures for cleaning and refilling the tanks.

_____________________________________________________________________________________________

_____________________________________________________________________________________________

22. Identify the capacity of the hot water supply for the Mobile Food Establishment.

_____________________________________________________________________________________________

The water source and system shall be of sufficient capacity to meet the PEAK water demands of the MOBILE FOOD ESTABLISHMENT. (5-103.11-12)

HOSE, CONSTRUCTION AND IDENTIFICATION – A hose used for conveying DRINKING WATER from a water tank shall be safe, durable, corrosion resistant, and non-absorbent, resistant to pitting, chipping, crazing, scratching, scoring, distortion and decomposition. It should be finished with a smooth interior surface and be clearly identified as to its use. It should be food grade approved as water is considered “food”.

WATER TANK - A water tank, pump, and hoses shall be flushed and SANITIZED before being placed in service, after construction, repair, modification, and periods of non-use. (see guidelines)
23. Describe how and where wastewater from hand washing and utensil washing will be collected, stored, and disposed of. Describe procedures for emptying the tanks.

___________________________________________________________________________________________________
___________________________________________________________________________________________________

Size of water supply in gallons _________________________ Size of waste water tank in gallons ____________________

A SEWAGE holding tank in a mobile food establishment shall be sized 15% larger in capacity than the water supply tank and be sloped to a drain that is (1 inch) 25mm in inner diameter or greater, equipped with a shut-off valve. (5-401.11)

24. Identify the location of the toilet facilities for the Mobile Food Establishment workers.

___________________________________________________________________________________________________

If applicable to your mobile unit food establishment:
The ice bin and machine must have an open (indirect) drain; air gap supply line to reservoir (UPC 603; 5-402.11)

The soda fountain water line to carbonator: reduced pressure device required installed upstream of carbonator and down-stream of any copper (metal) pipe (5-203.15) (UPC 603.4.13) Indirect waste drain.

IV. GARBAGE AND REFUSE

25. Describe the number, location, and types of garbage disposal containers at the Mobile Food Establishment

______________________________________________________________________________________________
______________________________________________________________________________________________

26. Identify how, when, and where the garbage disposal containers will be emptied.

_________________________________________________________________________________________________
_________________________________________________________________________________________________

27. Please add any information about the Mobile Food Establishment & Servicing Area that should be considered.

_________________________________________________________________________________________________

V. CONSTRUCTION (4-1)

*Floors and floor coverings shall be durable sealed concrete, stainless, terrazzo, quarry tile, ceramic tile, durable grades of vinyl or plastic tile or tight-fitting wood impregnated with plastic. Floors of non-refrigerated dry food storage need not be sealed. Carpet may not be used in food preparation or processing areas, hand-washing areas and toilet rooms where urinals and toilets are located. (6-101.11)

**Base - junctures between walls and floors shall be coved and constructed so that no seam will be open more than 1/32 inch. Where water-flush cleaning methods, the floor shall be graded to a drain, coved and sealed. (6-201.13)

***Walls, wall coverings and ceilings shall be nonabsorbent, finished and sealed to be smooth, easily cleanable and light colored in food preparation and processing areas, food storage areas, ware-washing areas, walk-in refrigerators, dining areas, food display areas, retail sales areas, food service areas, dressing rooms, locker rooms, toilet rooms, servicing areas, and refuse storage rooms. Walls and ceilings of non-refrigerated dry food storage areas and rooms need not be finished and sealed; ceiling studs, rafters may be exposed and rough-surfaced materials used in dining areas. Acoustical materials shall not be used in food preparation and processing rooms, ware-washing rooms and refuse storage rooms. (6-101.11)(6-201.11 and 6-201.16)
28. Describe the MATERIALS of the structure of the Mobile Food Establishment (floors, walls, overhead protection, surfaces, and general facilities for food protection).

Outer openings, windows and doors shall be protected with screens (vents, windows) 16 mesh to one inch or smaller to prevent flying insects and rodent entry.

Lighting - All surfaces where food employees are working with food or with utensils such as knives, and slicers shall have adequate lighting. (6-303.11)

VI. VENTILATION HOOD SYSTEMS, ADEQUACY (4-301.15) Ventilation hood systems and devices shall be sufficient in number and capacity to prevent grease or condensation from collecting on walls and ceilings.

Sufficient ventilation to all rooms to keep them free of excessive heat, steam, grease, vapors, condensation, obnoxious odors and fumes which are a result of the food operation. (6-304.11) Hood ventilators shall be designed, constructed and installed according to the Uniform Mechanical and Building Codes. (UMC Section 507 and 508)

Type of hood:  
- _____ Type I (Grease filters/fire suppression  
- _____ Type II (No grease produced)  
- _____ Back-shelf ventilator  
- _____ Self-cleaning

Equipment underhood:  
- _____ Charbroiler,  
- _____ Grill, range,  
- _____ Deep-fat fryer,  
- _____ Salamander,  
- _____ Oven, pizza oven,  
- _____ Cheesemelter,  
- Other ___________________________________

Cfm exhausted:  
- _____ length X _____ width X _____ multiplier = _____cfm

Is the hood and exhaust system listed?  
- Y  
- N  
- Manufacturer and Model # _____________________

Cleaning materials/pesticides are not stored near food, food contact equipment or containers, paper products. Separate storage, closed cabinets for pesticides. (7-201.11)

ADDITIONAL INFORMATION

Statement: I hereby certify that the above information is correct and I fully understand that any deviation from the above without prior permission from the Central District Health may nullify final approval.

Signature(s): ________________________________________________________________________________

Printed Name(s): ___________________________________________ Date: __________

Environmental Health Specialist

Time spent on review: ______ min.