



Renfrew County & District
Health Unit

SPECIAL EVENTS FOOD VENDOR APPLICATION

MUST BE COMPLETED BY INDIVIDUAL VENDOR AND RETURNED 10 DAYS PRIOR TO EVENT

Food concession prohibited from operating until approval is granted

Name of Concession: _____ File No: _____
 Name of Event: _____ Event Dates: _____
 Contact Person: _____ Home #: _____
 Contact Address: _____ Business #: _____
 Location: _____ Set up Date & Time: _____

Food Items: _____
 Food Suppliers: _____
 Food Preparation Location (On and Off-site): _____

VENDOR SITE:

Approved Enclosed Mobile Unit () Barbecue Adjacent to Approved Kitchen ()

Other: _____

Type of Water Supply System (hot and cold running water under pressured required)

Municipal Water () Well Water () Holding Tanks ()

Sinks: 3 compartment () 2 compartment () Handwash basin ()

Waste Water Disposal: Collection method: _____ Disposal site: _____

Cold Storage: Mechanical: _____ Ice: _____

Hot Holding: Method: _____

Thermometers Present: Yes _____ No _____

Garbage: Receptacles Provided: Yes _____ No _____ Disposal Method: _____

Comments: _____

I _____ certify and I accept the responsibility for ensuring the above-mentioned information is correct and will be adhered to.

Date: _____ Signature of Applicant: _____

Approved: Yes () No () Signature of Inspector: _____

Inspector Comments:

The Health Protection and Promotion Act 1990, Chapter H.7 as amended, provides for a fine of not more than \$5,000 if convicted of contravening provision of the Ontario Food Premises Regulation 562, R.R.O. 1990

Completion of this form in detail is essential to the efficient processing of your application. Your co-operation is appreciated so unnecessary delays can be avoided.

This report does not purport to set forth all hazards nor to indicate that other hazards do not exist at the time services are rendered. By issuing this report, neither the Renfrew County & District Health Unit nor any of its employees makes any warranty, express or implied, concerning the property described in this report. Furthermore, neither the Renfrew County & District Health Unit nor any of its employees shall be liable in any manner for any personal injury or property damage or loss of any kind arising from or connected with this inspection or failure to inspect.

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Under the Health Protection and Promotion Act the Health Unit has a mandate to enforce the regulation pertaining to food premises. This responsibility and function has been performed in the County since the inception of the Health Unit in 1964.

Efforts are being made to make this function and its implications more understandable for operators and would-be operators in this jurisdiction.

Under the legislation there are four acceptable provisions for preparing food which is offered for sale to the public. Other forms of application/provision are unlikely to meet legislated standards. Reference should be made to Regulation 562, R.S.O. 1990.

1. Preparation of food in a **conventional type building** being in compliance with the physical requirements as set out in the legislation. Walls, floors and ceilings must be of a type that can be easily cleaned and maintained. All openings to the outside, doors and windows, must be constructed to omit the presence of vermin including flies and mice. Any recognized materials may be utilized such as pressurized air screens or closure; however screening with an appropriate grid is usually considered to be the most practical cost effective means. The facility must contain a three-compartment sink or a two-compartment sink and commercial automatic dishwasher for food operations that offer an eat-in service, as well as a handwash basin in the food preparation area(s). In cases of a take-out food service, a two-compartment dishwashing sink is the minimum requirement along with a separate handwashing basin with soap and paper towel dispensers. All dishwashing sinks must be of sufficient size to ensure thorough cleaning and sanitizing of utensils. Of course there must be a supply of hot and cold running water as well as an acceptable waste or sewage disposal system. Ventilation facilities of an approved design must be provided over cooking appliances. Sufficient refrigeration facilities must be provided equipped with easily read thermometers. If patrons are to be served in this same facility, washrooms would be required for the patrons as well as the staff. These washrooms of course would require mechanical ventilation.
2. Food may be **prepared in a facility such as described above and transported off site** in portion packaged pre-wrapped form with the maintenance of safe temperatures; hot foods must be at least 60°C, cold foods must be not higher than 4°C. The food products must be protected from dust, vermin or any other type of contagion during transit and until sold to patrons. Items such as pre-packaged chilli or soup may be reheated (microwaved) at the point of sale. The product must be handed to the patron who opens the package and adds the condiments he/she wishes.
3. A **mobile food preparation vehicle** in the form of a retrofitted vehicle (cube van) or trailer could be provided. This facility would as the name implies, be mobile and would be moved on a frequent basis. This facility will require interior construction that is amenable to ease and effectiveness of cleaning. Therefore the walls, ceiling and floor would have to be of a suitable material with acceptable joints. The regulation requires that all openings to the outside (windows/doors/serving port(s)) must be adequately screened to prevent the entrance of vermin such as flies and mice. An approved exhaust system would be required if cooking takes place within this facility. Refrigeration facilities with an easily read thermometer are necessary. A two-compartment sink for utensil washing would be acceptable if single service provisions are available for the service of food (i.e. disposable plates, knives, forks, spoons, cups). A handwashing basin for staff is required. These plumbing fixtures would be serviced with hot and cold running water under pressure utilizing an adequately sized reservoir for potable water. A water heater and a waste tank for the grey water is required. The regulation requires that gauges be provided on these reservoirs so that an inventory of available water and capacity can be determined with ease. An energy source must be provided such as a generator or hydro electric outlet; all wiring is to be concealed where there is a risk of food splatter or other food contact. Electrical switches are to be flush with the surface on which it is mounted. A mobile preparation facility operating within the perceived intent of the regulation does not require the provision of patron or staff washrooms.
4. The fourth alternative would be what is commonly known as a "**hot dog cart**". These are stainless steel facilities, which you have probably noted in the larger communities on street corners. This facility will require the same water and energy facilities as described in mobile premises above. Refrigeration facilities with an easily read thermometer are necessary. The regulation permits that the attendant or server is not required to remain in the facility. The type of food is restricted to the reheating of precooked sausage and sausage-like meat products. Such products must bear labels indicating the manufacturer. It should be noted that this does not include hamburgers.

The Health Unit policy will permit the **barbecuing** of foods immediately outside of complying facilities as described in alternative one and three above. Hamburgers, sausages and sausage-like products may be cooked or reheated on the barbecue and be placed directly on a "bun". Although single service portions of condiments are recommended, alternative dispensers of condiments including onions, tomatoes, etc. are permitted providing the operator is successful in maintaining a clean and insect controlled environment. If single service portions are not used, the operator should consult the Public Health Inspector with regard to alternatives prior to set up. The barbecuing of other foods such as chicken, hips of beef or other meat forms will only be sanctioned after the procedure(s) have been submitted, considered and approved by the Director of Environmental Health or the Medical Officer of Health.

The above indicates the general requirements of the legislation and their particular application in serving food to the public. It must be understood that all details of the regulation could not be included in this précis; however the major items are covered. Any individual interested in pursuing a business of food preparation and service should contact the public health inspector at the local office regarding details of the provincial regulation.

Revised: March 2005