

# MOBILE FOOD SERVICE GUIDELINES

In addition to Utah Rule R392-100. *Food Service Sanitation*. Mobile food service establishment owners, operators, managers, and employees shall observe and comply with the following guidelines:

## 1.0 PURPOSE

The purpose of this guideline is to safeguard public health by ensuring that mobile food service establishments provide food that is safe, unadulterated and honestly presented to consumers.

## 2.0 DEFINITIONS (Refer to R392-100 for definitions not listed below)

“Commissary” means a food service establishment possessing a valid permit issued by the Southwest Utah Public Health Department where food, equipment, or supplies, are cleaned, prepared, packaged, or stored and that functions as a service center or base of operations where vehicles are supplied and serviced. (Commissary may be permitted by Utah Department of Agriculture and Food or other jurisdiction if approved by Director.)

“Department” means the Southwest Utah Public Health Department.

“Director” means the Executive Director, or a designated representative, of the Southwest Utah Public Health Department.

“Mobile Food Service Establishment” means any food service vehicle, including associated equipment, which is designed to be easily moveable and is intended to operate, in conjunction with a commissary, at multiple locations.

“Solid Waste” means solid waste not carried by water through the wastewater system (equivalent to “Refuse” as defined in R392-100.)

“Vehicle” means any van, truck, trailer, cab, bus, cycle, automobile, cart, wagon or other means of transporting food and equipment.

“Wastewater” means liquid waste containing animal or vegetable matter in suspension or solution and may include liquids containing chemicals in solution (equivalent to “Sewage” as defined in R392-100.)

## 3.0 PLAN REVIEW, APPROVAL, INSPECTIONS, AND PERMITTING

3.1 Each mobile food service establishment shall operate in conjunction with a commissary. A Commissary Authorization form (see attached) shall be completed and submitted prior to the Department issuing a permit to a mobile food service establishment. A mobile food

service establishment operator shall complete and submit to the Department a new Commissary Authorization form whenever information listed on the document changes.

- 3.2 Both commissaries and vehicles involved in food service operations shall each have a valid food service permit issued by the Department (commissary may be permitted by Utah Department of Agriculture and Food or other jurisdiction if approved by Director.) A single commissary and one (1) vehicle with the same owner(s) may operate under the same food service permit if approved by the Director. In addition, the operator of any vehicle shall possess a copy of business license issued by the municipality or county in which the vehicle operates a food service establishment.
- 3.3 Each mobile food establishment shall employ personnel who meet the requirements of R392-101. *Food Safety Manager Certification* and R392.103. *Food Handler Training and Certification* as required by R392-100.
- 3.4 Each vehicle shall comply with the requirements of R392-100. Many of these requirements are listed in the Mobile Food Service Checklist which is available from the Department.
- 3.5 The Department may not issue a permit to any owner, operator, or manager until a mobile food service owner or operator meets all requirements of R392-100.
- 3.6 Permit fees for mobile food service establishments shall be set by the Southwest Utah Public Health Department Board. Permits are valid for up to one year from the issue date.
- 3.7 An inspection of a mobile food establishment's commissary and vehicle shall be conducted before the Department issues a mobile food service permit. In addition, inspections may be conducted at any time during normal hours of operation. Mobile food service establishment owners, operators, managers, or employees shall allow access to any vehicle or commissary once a representative from the Department presents proper credentials and states the purpose of an inspection. Inspections will occur four (4) times per year generally, but additional inspections may occur as needed.

#### **4.0 MOBILE FOOD SERVICE OPERATIONS**

- 4.1 Mobile food service establishment owners, operator, managers, and employees shall maintain personal hygiene as required in R392-100.
  - 4.1.1 Each mobile food service vehicle shall have adequate potable water storage to accommodate its operations. A potable water storage capacity of a minimum of 30 gallons is **REQUIRED**.
  - 4.1.2 Hot and cold running water for hand-washing, cleaning, and typical food preparation or cooking operations shall be available on each vehicle. **Inadequate supply or inoperable water system is grounds for immediate closure!!!**

- 4.1.3 Vehicle operators should flush and sanitize potable water tanks and associated water systems before service and after any repairs, modification, and extended periods (more than 30 days) where the system is not used.
  - 4.1.4 A food grade hose (i.e. RV hose – white with blue stripes) shall be available on vehicle or at commissary for filling vehicle potable water tanks. Hoses used to fill potable water tanks should be dedicated for this sole purpose and should be identified for that use only to prevent contaminating the water. Hoses must be made of a material that will not leach detrimental substances into the water.
- 4.2 All food, including potable water, for use at any mobile food service establishment shall be obtained from an approved source and shall be received, transported, stored, prepared, and held under conditions required in R392-100.
- 4.2.1 Cold foods shall be stored at or below 41° degrees F. Hot foods shall be stored at or above 135° degrees F. Vehicle operators shall take effective measures to ensure that foods shall be stored at proper temperatures at all times, including during transportation intervals when some equipment may not operate.
  - 4.2.2 Any potentially hazardous foods that may have been subjected to temperature abuse shall not be returned to the commissary and shall be disposed.
- 4.3 Each commissary, vehicle, and any associated equipment shall be repaired, kept in good operating condition, and cleaned as required in R392-100.
- 4.3.1 Floors, walls, ceilings, and surfaces of all equipment shall be made of smooth, cleanable, and non-absorbent materials.
  - 4.3.2 Vehicle doors, windows, or other openings shall be protected from entry to insects or flying pests by screens or acceptable coverings as required in R392-100.
  - 4.3.3 Vehicles and associated equipment should be cleaned daily, or as often as necessary to maintain sanitary conditions. Thorough cleaning should take place daily at the commissary where adequate water and cleaning supplies are available to clean from food preparation activities and soil accumulated while travelling.
- 4.4 All solid waste and wastewater shall be disposed of at the commissary associated with the mobile food service establishment according to R392-100.
- 4.4.1 Solid waste and wastewater shall be disposed of at the commissary. The operator of any vehicle shall obtain written permission from the owner or agent of any private solid waste (dumpsters) or wastewater disposal facilities which may be used by any mobile food service establishment employees. Such written permission shall be kept in the vehicle and shall be available for Department personnel to review upon inspection.

- 4.4.2 Wastewater shall be disposed via a grease interceptor approved by the local sewer authority. SWUPHD personnel shall verify that a grease interceptor is approved before issuing any mobile food service permit.
- 4.5 Restroom facilities should be available within 500 feet of an operating mobile food service vehicle. The operator of any vehicle should obtain permission from the owner or agent of any private restroom facilities which may be used by any mobile food service establishment employees.
- 4.6 A mobile food service establishment permittee shall inform the Department of all operating locations for each vehicle by means of telephone, fax, email, social media posting (Twitter, Facebook, Instagram, etc.), in-person notification, or other acceptable means as often as necessary to keep SWUPHD personnel informed of all operating periods and locations.
- 4.7 Both a mobile food service establishment and each commissary shall keep a commissary log. This log shall contain a record of the date, time, activities performed, and signature of commissary personnel each time a vehicle visits the commissary. Copies of the commissary log should be kept in any mobile food vehicle and in the commissary and shall be made available to SWUPHD personnel upon request.

# COMMISSARY AUTHORIZATION

## Mobile Food Service Establishment Information:

\_\_\_\_\_ Vehicle License Plate Number: \_\_\_\_\_  
Business Name

\_\_\_\_\_  
Owner (print)

\_\_\_\_\_ City State Zip Business Phone  
Business Mailing Address

I agree to report to the Commissary listed below during each daily or as often as required by R392-100 and the Southwest Utah Public Health Department for supplies, cleaning and service operations:

Signed \_\_\_\_\_  
Business Owner Date

## Commissary Information:

\_\_\_\_\_ Owner (print)  
Business Name

\_\_\_\_\_ City State Zip Business Phone  
Business Mailing Address

I agree to record mobile food service activities and to provide the following commissary services and space for the mobile Food Service Operator listed above:

- |   |  |
|---|--|
| _____ Supply/Storage of food and supplies | _____ Use of food preparation facilities   |
| _____ Supply potable water for vehicle    | _____ Use of facility for cleaning vehicle |
| _____ Use of dish-washing facilities      | _____ Overnight vehicle parking            |
| _____ Disposal of solid waste             | _____ Disposal of wastewater               |

Signed \_\_\_\_\_  
Business Owner Date

Health Department Use Only	
Date Approved: _____	Signature: _____
Fees Paid: _____	Received by: _____