



Health Approval for Temporary Food Services

A Step-by-Step Guideline



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Introduction

ARE YOU...?

- Hosting a private event (e.g. family reunion, club gathering)? Health approval is not required.
- The operator of an approved mobile food premises with a BC Permit to Operate? Additional health approval is not required to attend an event as long as you operate within the permitted mobile (no additional booths or stalls) and comply with the conditions of your permit. For more information, see BCCDC's [Mobile Food Premises Guidelines](#).
- Selling only pre-packaged foods not intended for immediate consumption at an event? Follow BCCDC's [Guideline for the Sale of Foods at Temporary Food Markets](#).
- Planning to operate a food service for 14 days or less per year at an event? Follow this guideline for Temporary Food Services.
 - **Note:** *Unless otherwise stated as a condition on your Permit to Operate, if you are an operator of an approved food premises and wish to offer food services outside your approved location for 14 days or less per year, you are to follow this guideline for Temporary Food Services.*
- Planning to operate a food service for more than 14 days per year? Follow the [Applying for Food Premises Approval Guide](#).
- An Event Coordinator? Follow the [Temporary Event Coordinators Planning Guide](#).

WHAT IS A TEMPORARY FOOD SERVICE?

A **Temporary Food Service (TFS)** is when food intended for immediate consumption is prepared and served to the public at a temporary event. This includes handing out food samples in ways that go beyond what is allowed in BCCDC's [Guideline for the Sale of Foods at Temporary Food Markets](#).

Temporary Events are time-limited public gatherings, such as fairs, festivals, markets, fundraisers, tradeshow, or other special events.

To operate a TFS, approval is required under the [BC Food Premises Regulation](#). Environmental Health Officers (EHOs) review and verify the food prepared for public consumption is done in a safe and sanitary manner, and risks to public health are reduced. **Home prepared foods are not allowed.**

WHAT IS THE APPROVAL PROCESS TO OPERATE A TEMPORARY FOOD SERVICE?

Follow this guide and submit a completed [Application to Operate a Temporary Food Service](#) with supporting documents to Interior Health. Submit one application per event at least 14 days before the event. Incomplete or late applications may not be processed. **Applications submitted less than 14 days before an event are considered late and subject to a \$50 administrative late fee.**

Some events may have an Event Coordinator – this is the person in charge of the event. If your event:

- **Has an Event Coordinator:** Submit your application to the Event Coordinator.
- **Does not have an Event Coordinator:** Submit your application directly to Interior Health.

Once received by Interior Health, an EHO will review the application. A TFS Permit to Operate will be issued for approved applications. TFS Permits are date-specific and allow you to operate within the Interior Health Region for a **maximum of 14 days per calendar year**.

Health Approval Process

To apply for TFS approval, complete the [Application to Operate a Temporary Food Service](#). Guidance to complete the form is summarized below and described in more detail in the next pages:

A

Applicant & Event Details: Provide applicant information and event details. The applicant is the person responsible for the TFS (the operator). *Note: Permit Exempt Foods do not require an application to be submitted. [Conditions apply](#).*

B

Menu & FOODSAFE Training: List all menu items to be offered at the event. Provide information on the food source and its preparation. *Note: “food” also means beverages and condiments.* At least one food handler with a valid FOODSAFE Level 1 Certificate must be on site at all times – attach a copy of their certificate to the application.

C

Temporary Food Premises Details: Provide details of the Temporary Food Premises – this is the location where food will be prepared and/or served on-site at the event. Information for foods prepared off-site should have been provided in Part B. If more than one Temporary Food Premises will be set up at the event, provide details for all of them.

D

Food Safety & Sanitation Plans: Foods must be prepared/served in a safe and sanitary manner. Food safety and sanitation requirements must be followed – provide information on how these requirements will be met. Depending on the complexity, volume and type of food being prepared, additional information may be requested, and/or further requirements may apply.

E

Applicant Declaration: Complete and sign the declaration. All information provided on the application must be true and accurate. The requirements listed on the form must be followed.

Submission: Submit the completed application form along with the supporting documents to EPHDirect@interiorhealth.ca. Submit one application per event. Applications must be submitted at least 14 days before the start of the event. Incomplete or late applications may not be processed. Applications submitted less than 14 days before an event are considered late and subject to a \$50 administrative late fee.

The application will be reviewed by an EHO. Operators may be contacted if more information is needed. If approved, a TFS Permit to Operate will be issued, allowing operation for a maximum of 14 days per calendar year. This Permit must be displayed in a conspicuous location. Inspections may be conducted at the event to confirm that the setup complies with the approval and meets all food safety and sanitation standards.

It is the responsibility of the operator to ensure all applicable requirements from other government agencies are met – for example: building, fire and business license requirements.

A. Applicant & Event Details

FOOD RESTRICTIONS

The term “**food**” includes beverages and condiments. All food prepared and/or served at the event for public consumption must:

- Come from an **approved commercial source** or be **commercially prepared**. This means the food or beverage—other than whole fruits and vegetables—is pre-packaged (e.g. in a sealed bag, box, or can). These products are made in a food premises approved for food manufacturing or processing and intended for retail sale.
- Be prepared on-site at the event (at the [Temporary Food Premises](#)); AND/OR
- If food is prepared off-site from the event, it must be done at an **approved food premises** as defined under the [BC Food Premises Regulation](#). Food must not be prepared in a home kitchen or any other unapproved kitchen facility.

PERMIT EXEMPT FOODS

An application does not need to be submitted for a TFS offering any of the following foods:

- Beverages made from commercially prepared mixes (lemonade, iced tea, hot chocolate), without dairy or plant-based alternatives;
- Black coffee or tea, individual shelf-stable creamers allowed (**Exclusions:** chaga & bubble tea);
- Cotton candy;
- Popcorn;
- Shaved ice, without dairy or plant-based alternatives;
- Shelf-stable commercially prepared baked goods and dry snacks (cookies, fruit pies, squares, chips, nuts), served without fillings or toppings that include dairy, meat, poultry, seafood, or plant-based alternatives.

NOTE: Conditions apply

A TFS offering Permit Exempt Foods must still comply with the following conditions:

- *Operating days are limited to a maximum of 14 days per calendar year;*
- *Foods must come from an approved commercial source;*
- *Any food preparation must occur either on-site at the event in a Temporary Food Premises and/or off-site at an approved food premises. Home prepared foods are not allowed;*
- *Any beverages or condiments not listed—including dips, dressings, sauces or toppings — must be commercially prepared and require no further handling;*
- *Foods that are Excluded or that contain dairy, meat, poultry, seafood, or plant-based alternatives cannot be offered.*

APPLICANT INFORMATION

The applicant is the individual operating the TFS (i.e. the operator). Fill in the operator and TFS information on the application form.

EXAMPLE

APPLICANT INFORMATION		
Operator Name (Individual Operating the Temporary Food Service) <i>Rosemary Baker</i>		
Operator Email <i>Rosemary.Baker@Snacks.ca</i>		Operator Phone Number <i>250-762-2546</i>
Mailing Address <i>123 Main Street</i>	City <i>Bakerville</i>	Postal Code <i>V1A 2B3</i>
Temporary Food Service Name (Temporary Food Premises Name or Organization Name) <i>Snack Shack</i>		
Have You Operated a Temporary Food Service in Interior Health Before? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Specify Temporary Food Service Name (if applicable) <i>Snack Shack</i>
Do you have a Permit to Operate a Food Premises from Interior Health? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Specify Food Premises Name (if applicable)
Do you have a Permit to Operate from another BC Health Authority? <input type="checkbox"/> Yes (Permit Attached) <input checked="" type="checkbox"/> No		Specify Health Authority (if applicable)

NOTE: A Temporary Food Service Name can be the name of the Temporary Food Premises (e.g. a food booth named Snack Shack) or the Organization running it (e.g. Foodie Club).

EVENT DETAILS

Fill in the [event](#) information on the form.

NOTE: An Event Coordinator is the person in charge of the event, and part of their responsibilities include facilitating the approval process of all operators at the event. Not all events will have an Event Coordinator, but if the event:

- **Has an Event Coordinator:** Specify this on the form. The applicant should submit their application to the Event Coordinator. The Event Coordinator should then follow the application process in the [Temporary Event Coordinators Planning Guide](#).
- **Does not have an Event Coordinator or it is unknown:** Specify this on the form. The applicant is responsible for completing and submitting their application to Interior Health at EPHDirect@interiorhealth.ca.

B: MENU & FOODSAFE TRAINING

GENERAL DESCRIPTION OF FOOD SERVICES

Provide a general description of the food services by checking (✓) all that apply on the form:

- Consider the type of foods, beverages and condiments that will be offered.
- Consider the degree of food handling involved, and whether it will occur on-site at the event, off-site at an approved food premises, or both.

ARE YOU...?

Consider the following:

- ✓ Preparing freshly made **beverages** (e.g. coffee)?
- ✓ Will the beverages contain any dairy or dairy alternatives (e.g. lattes)?
- ✓ Serving commercially prepared **pre-cooked and prepackaged** items (e.g. frozen pizza)?
- ✓ Will the items contain dairy, egg or plant-based alternatives?
- ✓ Will the items require reheating? Pre-cooked items are reheated, raw items require cooking.
- ✓ Serving **ready-to-eat (RTE)** items? RTE means food that is safe to eat without further handling (e.g. fruits and vegetables, deli meats, pre-baked cake).
- ✓ Will the items contain dairy, egg or plant-based alternatives?
- ✓ Will the items require assembly (e.g. salads, charcuterie boards)?
- ✓ Serving **take-out** prepared from an approved food premises?
- ✓ Will the take-out require reheating?
- ✓ Preparing items containing **raw ingredients** (e.g. raw meat, poultry, seafood, or plant-based alternatives)?
- ✓ Will the items contain dairy, egg or plant-based alternatives?
- ✓ Will the items require cooking? Raw items that are not RTE need to be cooked for safety.
- ✓ Will the items require assembly (e.g. assembling a burger)?

MENU

On the form, list each individual menu item that will be offered. This includes all foods, beverages and condiments. If more space is needed to list every menu item, include as a separate attachment. For each menu item:

- Specify whether the item will be prepared on-site at the event, off-site at an approved food premises, or both – check (✓) all that apply on the form. If off-site is checked, provide the name of the approved food premises where off-site preparation will occur.
- Specify where the item or its ingredients are purchased from e.g. an approved commercial source such as a grocery/retail store; take-out from a restaurant; etc.

EXAMPLE

Menu: roast beef, mashed potatoes, coleslaw and canned pop that will be offered at an event.

Description of food services for the menu:

- Roast beef: ordered as take-out from an approved restaurant (off-site), reheating on-site.
- Mashed potato: ordered as take-out from an approved restaurant (off-site), reheating on-site; contains dairy.
- Coleslaw: pre-packaged ready-to-eat coleslaw with salad dressing from a grocery store, requiring assembly; salad dressing contains dairy.
- Canned pop: pre-packaged ready-to-eat from a grocery store, with no further handling.

GENERAL DESCRIPTION OF FOOD SERVICES			
Check (✓) all that apply			
<input type="checkbox"/> Foods contain raw ingredients (e.g. meat, poultry, seafood or plant-based alternatives). <input checked="" type="checkbox"/> Foods are ready-to-eat (safe to eat without further handling other than portioning and serving). <input type="checkbox"/> Foods are commercially pre-cooked and prepackaged. <input checked="" type="checkbox"/> Foods / beverages contain dairy, egg or plant-based alternatives.	<input checked="" type="checkbox"/> Foods come from a restaurant (e.g. take-out). <input checked="" type="checkbox"/> Foods require assembly. <input type="checkbox"/> Freshly prepared beverages. <input checked="" type="checkbox"/> Foods require reheating. <input type="checkbox"/> Foods require cooking.		

MENU			
List All Menu Items (Foods, Beverages & Condiments) <i>Submit an attachment for additional items</i>	Location of Preparation <i>Check (✓) all that apply</i>		Food / Ingredient Source <i>Place of purchase / Supplier name</i>
	On-site	Off-site	
Example:			
Roast beef	✓	✓	Restaurant name
Mashed potatoes	✓	✓	Restaurant name
Coleslaw	✓		Grocery store name
Canned pop			Grocery store name
Additional menu attached <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No additional menu			
For on-site preparation, provide details on next page. For off-site preparation, provide name of the Approved Food Premises:			
The Tasty Restaurant			

FOODSAFE TRAINING

Food handlers must be trained in safe and sanitary food handling practices and maintain good personal hygiene. Operators must hold a valid (not expired) [FOODSAFE](#) Level 1 or [equivalent certificate](#). When the operator is not on-site, at least one other staff member must be similarly certified.

Provide the names of all certified food handlers attending the event. Attach a copy of the certificates to the form.

NOTE: Certificates expire every 5 years and will need to be renewed.

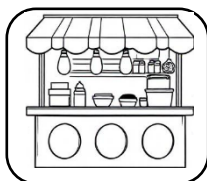
C: TEMPORARY FOOD PREMISES DETAILS

NOTE: This section does not ask for details about off-site preparation.

TYPE OF PREMISES USED TO PREPARE/SERVE FOOD ON-SITE AT THE EVENT

A **Temporary Food Premises** is the place where food is prepared and/or served on-site at the event. It may be a temporary structure (e.g. food booth or cart) set up in a park or inside a building, or it may be a fixed kitchen used for the duration of the event.

On the form, check (✓) the type(s) of Temporary Food Premises that will be used for on-site food preparation and/or service:



Temporary food booths: Sometimes called food stands or stalls. They are usually made up of tables and equipment and may have an overhead tent or canopy.



Kitchen: A fixed kitchen (e.g. inside a church or community hall). If the kitchen used for the event is an approved food premises, specify the name of the kitchen.



Food mobile (e. g. food truck, cart, trailer):

- That is not an approved food premises (i.e. no BC Permit to Operate).
- That is an approved food premises (i.e. has a BC Permit to Operate) but uses the mobile only to prepare food at the event. The food is served at a separate location (e.g. a food booth located elsewhere at the event venue).

For each type of Temporary Food Premises checked (✓), specify **how many** will be set up at the event and **their location** (indoors, outdoors).

EXAMPLE

TYPE OF PREMISES USED TO PREPARE / SERVE FOOD ON-SITE AT THE EVENT <i>Check (✓) all that apply</i>	NUMBER & LOCATION AT THE EVENT <i>How many will be located indoors / outdoors? Specify the number</i>
<input checked="" type="checkbox"/> Temporary food booth (e.g. tables and tents).	<i>_1_ Indoor _0_ Outdoor</i>
<input type="checkbox"/> Kitchen (e.g. inside a church or community hall) Name if using an approved food premises _____	<i>___ Indoor ___ Outdoor</i>
<input type="checkbox"/> Food mobile without BC Permit to Operate (e.g. food truck, cart, trailer).	<i>___ Indoor ___ Outdoor</i>
<input checked="" type="checkbox"/> Food mobile with BC Permit to Operate with service at a separate location Approved mobile name <u>The Flavor Wagon</u>	<i>_1_ Indoor _0_ Outdoor</i>

UTILITIES

Utilities are essential services necessary for operating a Temporary Food Premises. On the form, specify how each of the following utilities will be provided by checking (✓) at least one per category:

- **Power supply:** Power is needed for equipment used in cold-holding, hot-holding, cooking, reheating, water supply, lighting, etc. Examples include a battery, electrical connection, or gas/propane generator. If power is not required to operate safely, select N/A (Not Applicable).
- **Potable water source:** Water that is free from contaminants and safe for humans to consume is required for food preparation, cleaning, sanitation, and hand hygiene. Water must come from an **approved water system** – a water system approved under the *Drinking Water Protection Act* (e.g. city water). Bottled water or bulk water hauled from an approved water system may also be acceptable if stored and distributed safely (i.e. food-grade materials).
- **Wastewater and garbage collection and disposal:** Wastewater and garbage must be collected and disposed of regularly and properly to prevent pest issues. Collection containers should be adequately sized and leak-proof. Garbage containers should be easy-to-transport for routine disposal. Wastewater may be disposed of in the city sewer, a sani dump, or through a direct connection to existing wastewater plumbing. Do not dispose of wastewater in a storm sewer.

LAYOUT

NOTE: This section may be omitted for an approved food premises, such as a food mobile with a valid BC Permit to Operate. However, details must be provided for any additional setups outside the mobile unit.

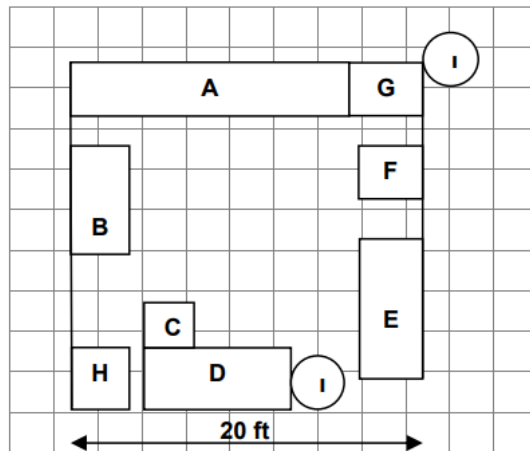
In the space provided on the form, draw the layout of the Temporary Food Premises. If more than one will be set up, include the additional layouts as separate attachments.

When designing the layout, consider the flow of food — from storage to preparation to dishwashing — and reduce the points of contamination (e.g. by separating clean and dirty areas). At minimum, the layout should include:

- **Areas used to store food and food contact surfaces.** Food contact surfaces are items that come into contact with food, such as tables, cutting boards, bowls, tongs, and single-use utensils. Food and food contact surfaces should be stored away from sources of contamination (e.g. toxic chemicals, garbage, dirty dishes, etc.) and kept at least 15 cm (6 in) off the floor.
- **Areas and equipment used for food preparation.** There should be enough space and equipment for service (e.g. tables, coolers, tongs, etc.). Equipment should be stored away from sources of contamination. If high-heat cooking units are used, flammable materials and fuel should not be stored nearby.
- **Handwashing station.** At least one must be available near all food preparation areas and be accessible at all times.
- **Dishwashing station (if applicable).** Should be placed in an area where dirty dishes/dishwater will not contaminate food or clean food contact surfaces.

- **Wastewater and garbage collection areas.** Keep the area clean and clutter-free. Provide enough collection points in appropriate locations, and dispose of wastewater and garbage regularly to prevent pest issues.
- **Outdoor premises – overhead cover and flooring.** Outdoor setups will need protection from pests, rain, wind and direct sunlight (e.g. tent or canopy). If the ground is grass, dirt or gravel, flooring should be installed to prevent generating mud and dust.

EXAMPLE



- A – Customer order/service table
- B – Refrigerator
- C – Handwashing station
- D – Food preparation table
- E – Barbecue grill
- F – Chafing dishes
- G – Condiment table
- H – Dishwashing double sink
- I – Garbage containers

Set-up is on a concrete walkway
Tent will cover entire set up

CONSIDER: Is there enough **lighting** for service, especially outdoors in the evening? Is there adequate **ventilation** to prevent the buildup of smoke, grease, condensation, and odors—especially in enclosed (indoor) service?

D: Food Safety & Sanitation Plans

Food Safety and Sanitation Plans are written procedures that help guide food handlers in the safe and sanitary operation of a TFS. The application form outlines these procedures in a comprehensive table. Complete this portion of the form according to the instructions below. **Keep a copy of both Plans available onsite for staff to consult regularly.**

NOTE: Depending on the complexity, volume and type of food that will be prepared, additional information may be requested, and/or further requirements may apply

FOOD SAFETY PLAN

A Food Safety Plan (FSP) is a set of written procedures that outlines safe practices for food preparation and service. On the form, a standard list of food safety requirements is provided in table format. The left column lists the requirements for safe operation of the TFS. In the right column, specify how each requirement will be met by checking (✓) at least one option per category.

Before completing the FSP section, review the following food safety considerations.

Food Source & Protection

Contaminants—including chemicals, foreign objects, and **pathogens** (disease-causing microorganisms like bacteria and viruses)—can be introduced at various stages as food is transported, received, stored, prepared, and served. Eating contaminated food can lead to foodborne illness. To help prevent this, make sure food is sourced from approved suppliers, protected from contamination, and handled in a safe and sanitary environment. Approved food premises are inspected regularly to ensure they meet food safety and sanitation standards.

PREVENT CONTAMINATION

- ✓ Obtain food from a business or supplier approved to operate by a BC Health Authority.
- ✓ Keep workstations clean, organized, and free of contaminants.
- ✓ Store and prepare food using clean, sanitary, food-grade surfaces and equipment that are smooth, non-absorbent, and easy to clean.
- ✓ Cover food with lidded food-grade containers, covers, or wraps.
- ✓ Protect food using sneeze guards, display cases, or similar barriers.
- ✓ Keep raw food separate from ready-to-eat food.
- ✓ Discard any food that becomes contaminated or unfit for human consumption.

NOTE: Effective food protection also depends on a well-designed Temporary Food Premises layout that supports sanitary operations and a thorough Sanitation Plan.

Temperature Control

Pathogens in food can multiply quickly between 4°C (40°F) and 60°C (140°F), a temperature range known as the **DANGER ZONE**. Eating food held at unsafe temperatures for more than 2 hours increases the risk of foodborne illness. To reduce this risk, foods must be kept at safe temperatures during transportation, storage, cooking, cooling, cold-holding, reheating, and hot-holding. Regular temperature checks are also essential for food safety.

MAINTAIN & MONITOR SAFE TEMPERATURES

- ✓ Keep cold food at 4°C (40°F) or colder. Frozen foods should be kept at -18°C [0°F].
- ✓ Cook food to an internal temperature of 74°C (165°F).
- ✓ Cool food from 60°C (140°F) to 20°C (68°F) within 2 hours, then from 20°C (68°F) to 4°C (40°F) within 4 hours (e.g. divide food into smaller portions, stir often, or use an ice bath).
- ✓ Reheat cooked food to an internal temperature of 74°C (165°F).
- ✓ Keep hot food at 60°C (140°F) or hotter.
- ✓ Check internal food temperatures with an accurate, sanitized probe thermometer.
- ✓ Place an independent thermometer inside coolers, refrigerators, and hot-holding units.
- ✓ Check food temperatures regularly (every 1-2 hours) and upon arrival at the event.
- ✓ Discard any food left in the **DANGER ZONE** for more than 2 hours (or 1 hour during hot summer weather).

NOTE: Equipment should be used only for its intended purpose. Some appliances—such as warming units or fueled chafing dishes—are designed for hot-holding only and are not suitable for cooking or reheating. Make sure your temperature control methods and equipment are appropriate for the complexity and length of your menu, the duration of the event, and the number of customers expected.

Personal Hygiene

Poor hand hygiene is a leading cause of foodborne illness. Food handlers can unknowingly transfer contaminants to food and food contact surfaces. Maintaining good personal hygiene, such as frequent and thorough handwashing, is essential to prevent contamination and support safe food handling.

PRIORITIZE GOOD HAND & PERSONAL HYGIENE

- ✓ Wash your hands using proper technique.
- ✓ Wash your hands when changing tasks; after touching contaminated items; after handling raw meat, poultry, or seafood; and after using the washroom.
- ✓ Wash your hands before putting on new gloves and after removing used ones. Change gloves frequently—especially after handling raw proteins, switching tasks, or when gloves become torn or contaminated.
- ✓ Wear clean clothing or aprons, and keep long hair tied back or covered with a hat or hair net.
- ✓ Do not permit staff to work while ill.
- ✓ Do not allow staff with skin infections or open wounds to handle food.



SANITATION PLAN

The Sanitation Plan (SP) is a written set of procedures that describes cleaning and sanitation practices to maintain good personal hygiene and prevent food contamination. A standard list of sanitation requirements has been provided in table format on the form. The left column outlines requirements for the sanitary operation of the TFS. In the right column, specify how each requirement will be met by checking (✓) at least one option per category.

Handwashing

To support proper hand hygiene, a handwashing station must be available at each food preparation area and remain accessible at all times during the event.

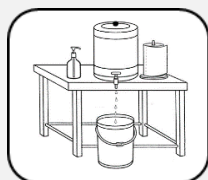
ACCEPTABLE HANDWASHING STATIONS

The handwashing station setup should be appropriate for the TFS based on how it plans to operate. Consider the complexity, volume, and type of food being prepared.

All handwashing stations must be supplied with liquid soap and paper towels.



Permanently plumbed-in hand sink or **portable self-contained hand sink** supplied with pressurized hot (min. 38°C) and cold potable water on a continuous flow basis. This type of setup may be required for complex food preparation; large volumes of food; and/or handling of raw meat, poultry, or seafood.



Temporary Handwashing Station supplied with warm potable water on a continuous flow basis (e.g. under gravity). This setup is generally acceptable for simpler operations. See page 6 of the application form for setup instructions.

Handwashing station requirements may be subject to the discretion of the EHO.

Dishwashing & Sanitizing

To prevent contamination from improperly maintained food contact surfaces, it is essential to follow proper cleaning and sanitation procedures.

What does cleaning and sanitizing mean? Cleaning and sanitizing are two separate steps:

- **Cleaning** means using hot, soapy water to remove dirt, grease, and food residue from surfaces. However, cleaning alone may not remove all pathogens.
- **Sanitizing** means using an approved sanitizing solution to eliminate and reduce the number of pathogens on surfaces to a safe level. Test strips are necessary to make sure the sanitizing solution is at the correct concentration.

NOTE: Remember – The layout of your Temporary Food Premises should support clean and sanitary operations. Food contact surfaces must be made of materials that are smooth, non-absorbent and easy-to-clean (e.g. stainless steel). Avoid rough or porous materials (e.g. raw wood), as they can harbour microorganisms and are difficult to clean properly.

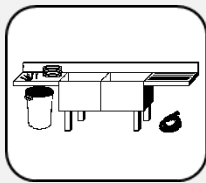
CLEANING & SANITIZING STEPS

All reusable food contact surfaces must be cleaned and sanitized at least every 2 hours, after contamination, or after a change in use. Follow these steps:

1. Wash with hot, soapy water.
2. Rinse with clear, hot water.
3. Sanitize using an approved sanitizing solution (verify concentration with test strips):
 - ✓ 200 ppm chlorine (bleach) solution (1 tsp/L water or 14 ml/4.5 L water).
 - ✓ 200 ppm quaternary ammonium (quats), following manufacturer's instructions.
4. Allow to air dry.

ACCEPTABLE DISHWASHING & SANITATION METHODS

Dishwashing and sanitation methods should match the complexity, volume, and type of food being prepared at the TFS. You may need to use a combination of these methods to keep food contact surfaces clean and sanitary:



A Dishwashing Station may be required to clean and sanitize reusable equipment and utensils during the event, especially if preparing complex foods, large volumes, or handling raw meat, poultry, or seafood. Acceptable options include a temporary dishwashing station (see p. 6 of the application form) or a 3-compartment sink/mechanical dishwasher from an approved food premises.



Single-use disposable dishware and cutlery can reduce the amount of dishwashing needed. However, if reusable equipment is still used in your operation, a combination of other dishwashing and sanitation methods may be necessary.



Multiples of reusable utensils (e.g. cutting boards, bowls, tongs) can also reduce the amount of dishwashing needed. Replace dirty utensils with clean ones every 2 hours. Clean them after the event (or during, if possible) using a 3-compartment sink or mechanical dishwasher from an approved food premises.



Clean-In-Place Procedures are for equipment or surfaces that cannot be washed in a sink because they cannot be moved or further disassembled. They are cleaned and sanitized where they are located (e.g. tabletops, base of a meat slicer).

CONSIDER: Is the event **single-day** or **multi-day**? When will tables, equipment and utensils be cleaned and sanitized? Is there access to a dishwashing station at an approved food premises?

E: Applicant Declaration

Complete the application form by checking (✓) and signing the declaration.

SUBMISSION

Submit the completed application form and supporting documents to EPHDirect@interiorhealth.ca at least 14 days before the start of the event. Submit one application per event. Incomplete or late applications may not be processed. **Applications submitted less than 14 days before an event are considered late and subject to a \$50 administrative late fee.**

The application will be reviewed by an EHO. Operators may be contacted if more information is needed. If approved, a TFS Permit will be issued, allowing operation for a **maximum of 14 days per calendar year**. The Permit must be displayed in a conspicuous location at the Temporary Food Premises.

NOTE: *Inspections may be conducted at the event to make sure setups comply with the approval and meets all food safety and sanitation requirements.*

General Information and Resources

BCCDC – [Food Protection - Vital to Your Business \(bccdc.ca\)](http://bccdc.ca)

Provides information on how to operate a food service.

Interior Health – [Food Safety Resources](#)

Provides food safety and sanitation plan guidelines and templates, signs and posters, and other resources.