

MOBILE FOOD SERVICE ESTABLISHMENT GUIDELINE

A Mobile Food Service Establishment (MFSE) is a food service and/or catering operation which is contained in and operated from a vehicle that is readily movable, is licensed under The Highway Traffic Act and may not return to a commissary daily e.g.: *chip wagon*.

Note: This guideline does not apply to push carts or mobile food units that return to a commissary each day. The document entitled: *“Guidelines for Food Pushcarts”* dated April 2012 should be referenced for requirements specific to those types of operations.

All mobile food service establishments are subject to the requirements of Manitoba Regulation 339/88R, Food and Food Handling Establishments Regulation under *The Public Health Act*, The City of Winnipeg Food Handling Establishment By-Law 5160/89 (if applicable), and such other requirements as may be required by a Public Health Inspector.

IMPORTANT

All Mobile Food Service Establishments must be approved and permitted by a Public Health Inspector prior to operating.

- **All MFSEs require a Health Permit from Manitoba Health prior to operating. You can obtain an Operating Permit from Manitoba Health from a Public Health Inspector in your region for the season if will be operating throughout the province.**
- **All MFSEs require equipment that is needed to support the type of food handling, processing and preparation that takes place in the vehicle.**
- **All MFSEs require handwashing and utensil washing facilities.**
- **All MFSE’s operating in the City of Winnipeg must have a City of Winnipeg Outdoor Mobile Food Unit License prior to a Health Inspection. The operator may apply for a license by calling the City of Winnipeg License Branch at (204) 986-2234 or by visiting #18-30 Fort Street in Winnipeg.**

Note: Factors such as unit size, availability of cold and hot storage, and type of equipment may restrict the types of foods that can be stored, processed and prepared in the MFSE. Menu changes will affect equipment requirements. Consult with a Public Health Inspector prior to making menu or other changes to a MFSE.

This is a guideline only. Additional items may be required by the Public Health Inspector pursuant to the *Food and Food Handling Establishments Regulation (The Public Health Act)* and/or *The City of Winnipeg Food Service Establishment By-law*.

GUIDELINES FOR MOBILE FOOD SERVICE ESTABLISHMENTS

This guideline outlines the minimum standards for the operation of a MFSE in the area of food safety and sanitation and should be used as a supplement to The Food and Food Handling Establishments Regulation, MR 339/88R under *The Public Health Act* and – if applicable - *The City of Winnipeg Food Service Establishment By-law 5160/89*.

Note: There may also be additional standards in the area of food safety and sanitation that may be required by other jurisdictions such as the City of Winnipeg, as well as additional requirements in the area of building standards and fire safety equipment standards. These are the responsibility of the operator and local municipal authority.

1. DEFINITIONS

Commissary: is a permitted food handling establishment in which food is prepared for sale off site and in which food and related items such as containers, utensils, equipment and other supplies are stored, labeled, packaged or cleaned.

Mobile: means that the vehicle or trailer is readily moveable and does not remain at the same location for more than 14 days at any one time, unless otherwise approved by a Public Health Inspector.

Mobile Food Service Establishment (MFSE): is a food service and/or catering operation which is contained in and operated from a vehicle (truck or trailer) that is readily moveable, is licensed under *The Highway Traffic Act* and may not return to a central commissary daily, and in which food such as french fries, hamburgers, etc. are prepared, processed and sold.

Potentially hazardous food: any food that consists in whole or in part of milk or milk products, eggs, meat, poultry, fish, shellfish, edible crustacea, or other ingredients, including synthetic ingredients, in a form capable of supporting rapid and progressive growth of infectious/toxigenic microorganisms.

2. REGISTRATION, PERMITTING and PLAN SUBMISSION

- All MFSE require a valid Health Permit, issued annually by a Public Health Inspector.
- All MFSE must be inspected annually by a Public Health Inspector. A Health Permit must be obtained annually by the Public Health Inspector in which your mobile unit resides.
- Prior to receiving a permit to operate, the operator must first register the MFSE on an approved form (see attached) as prescribed by *Manitoba Regulation 339/88R*.
- All initial registrations must include: a detailed plan showing equipment layout; plumbing system; material finishes for floor/wall/ceiling; list of food processing equipment; a list of all hot and cold food storage and holding equipment; hand washing and ware washing facilities and the proposed menu and address of commissary (if required).

- In subsequent years a new registration must be filed prior to operating and include any changes to the vehicle equipment, menu items or other changes that may be proposed.
- The registration form and details noted above must be submitted to the local Public Health Inspector prior to construction, remodeling or operating.
- All MFSE operators must contact the area Public Health Inspector to arrange for a permitting inspection at least **10 working days** prior to expected commencement of operation.
- All MFSE and all equipment must be in full compliance prior to a permit being issued.

3. CONSTRUCTION

- Each MFSE must be clearly identified with the operator's name and the business name of the operation on two (2) sides of the vehicle. Lettering must be at least 5 cm (2 inches) in height.
- Floor covering must be constructed of smooth, durable, and seamless material. Floor covering must be covered up the wall including counters and protrusions a minimum of 10cm (4 inches) capped and sealed. (Unless otherwise approved, rubber baseboards are not allowed; See Appendix A for details.)
- Wall and ceiling surfaces must be smooth, non-absorbent, easily cleanable, and light coloured.
- Unless otherwise approved, permanently affixed protected light sources must be installed to provide a minimum of 540Lx (50 foot candles) of light. All lighting must be shielded to protect against broken glass falling onto food or food contact surfaces. (See Appendix A for details)
- All openings such as doors and windows, used for ventilation purposes or for serving food must have properly fitted screens.
- The MFSE must be maintained in good repair and all equipment on and in the vehicle must be properly installed and maintained.
- Covered water resistant garbage containers must be provided inside the vehicle and outside for customer use.

4. FOOD SUPPLIES

- All food supplies must be from an approved source and prepared and stored within the vehicle or in an approved and permitted food handling establishment.
- Food prepared at home is prohibited.
- All pre-packaged potentially hazardous foods must be labeled with the date of preparation and the name and address of the establishment in which it was prepared.
- All foods must be free from and protected from contamination, wind, flies, etc. (covers, packaging or display enclosures are required).
- Water & ice used for consumption is considered food and shall be treated in like fashion.
- All condiments must be individually packaged, dispensed by squeeze or pump type dispenser bottles or served from containers with hinged lids.

5. FOOD STORAGE

- All foods must be stored in a manner that protects them from contamination, wind, flies, damage etc. (covers, packaging or display enclosures are required).
- All food and food containers must be stored 15cm (6 inches) off the floor.
- All potentially hazardous foods must be stored at the proper and safe temperatures during transportation, storage, display and service.
- Hot holding units are required for the hot storage of potentially hazardous hot foods, unless otherwise approved by a Public Health Inspector.

NOTE: MAINTAINING PROPER FOOD STORAGE TEMPERATURES IS ABSOLUTELY ESSENTIAL TO ENSURING FOODS ARE SAFE AND FOR PREVENTING FOODBORNE ILLNESS.

COLD FOODS MUST BE STORED AND MAINTAINED AT A TEMPERATURE OF 5°C (41°F) OR COLDER

HOT FOODS MUST BE STORED AND MAINTAINED AT A TEMPERATURE OF 60°C (140°F) OR HOTTER

- Mechanical refrigeration is required for the cold storage of potentially hazardous foods, unless otherwise approved by a Public Health Inspector.
- All refrigerators and freezers must be equipped with an accurate thermometer.
- Probe thermometers must be provided and used at the MFSE to monitor and control the temperature of food.

Note: There must be a continuous power source for the mechanical refrigeration in the form of a direct power connection to an adjacent electrical service or a gas/diesel powered generator capable of providing enough electrical power to operate the refrigeration units on the MFSE.

6. FOOD PREPARATION

- **Rapidly** cook or reheat ground red meats to **71°C (160°F)**. All poultry products should be cooked or reheated to **74°C (165°F)**. Whole cuts of meat (pork, steaks, roasts and chops) should be cooked to **63°C (145°F)** and then allowed to rest for three minutes before carving or consuming. **Do not use steam tables for reheating food.**
- Food handling personnel shall avoid touching food (including ice) with bare hands. Use tongs, scoops or other utensils where appropriate.

Note: Cooking of food outside the unit may only be allowed subject to the approval of the Public Health Inspector and additional food safety requirements and equipment, such as an outside hand wash basin and extra utensil protection may be required.

7. PERSONNEL

- Disposable gloves may be used but must be changed frequently and hands washed between changes.
- All food handlers must wear clean, full length aprons or smocks and acceptable hair restraints such as caps and hairnets. Money belts are NOT allowed.
- All food handlers must be free from any communicable disease that is transmissible through the process of handling food or food equipment; open sores or infected wounds.
- Food handlers must wash their hands with soap and water as often as is necessary to keep them clean, especially after toilet use, smoking and eating.
- If the MFSE is operating within the City of Winnipeg, at least one person on staff must have a valid Food Handler's Training Certificate. (See Appendix A)

Smoking in an MFSE is prohibited under Section 12 of *Manitoba Regulation 339/88R* and constitutes an "indoor workplace", as defined under *The Non-Smokers Health Protection Act*.

8. EQUIPMENT AND UTENSILS

- Only single service cups, dishes and cutlery are to be used with food sales.
- All single service utensils must be dispensed in a manner that prevents contamination such as in proper display dispensers or in individual packaging.
- All food handling utensils and equipment must be of a good construction and in good repair and capable of being properly washed and sanitized after use.

The type of foods prepared and offered for sale in the MFSE will affect the type of utensils and equipment that will be required in the MFSE.

When not in use, wiping cloths must be stored in a container with sanitizing solution at all times. Use one of the following **APPROVED** sanitizers:

- Chlorine Bleach – 100 parts per million (ppm)
- Quaternary Ammonium – 200 parts per million
- Iodine – 25 parts per million

Chemical test strips must be provided to test sanitizer strength.

9. VENTILATION

- All MFSEs producing grease laden vapors must be equipped with a powered exhaust canopy with filters and appropriate duct work capable of exhausting gases, fumes, and grease laden air given off by grills, deep fryers and other types of cooking equipment, from the vehicle.

Note: It is the responsibility of the operator to ensure that the ventilation system and propane connections meet any standards as may be required by the local municipal authority, the Manitoba Building Code or the Manitoba Fire Code.

- All MFSEs equipped with propane tanks must have Department of Labour approval prior to the health inspection. A Department of Labour approval sticker must be adhered to the truck.

Department of Labour
501-401 York Avenue
Winnipeg, MB (204) 945-3373 (General number)

10. WATER AND WASTEWATER EQUIPMENT AND SUPPLY

- The MFSE must have a powered water supply and water storage system that has sufficient capacity to meet demands at all times during operation. Recommended capacity is 135 litres (30 gallons). A constant water pressure must be provided at each plumbing fixture. Water reservoirs must be cleaned & sanitized at the beginning of each season.
- All water entering the water storage system must be from an approved and potable source.
- All water hoses should meet “**NSF/ANSI STANDARD 61**” or equivalent for drinking water components. They are rated for potable water use, are usually white in color, are made of higher grade PVC and meet all food-grade requirements. Most RV centers and big box home improvement stores carry them, as well as plumbing supply companies. Hardware stores may be able to special order them in for clients.
- All hoses used to fill the water storage tank or connect to a fixed water standpipe must be used exclusively for that purpose and must be protected from contamination when not in use.
- The MFSE must be equipped with a hot water tank or point of use water heating unit capable of providing water at a temperature of not less than 50°C (122°F) to all sinks.
- A separate handwash basin must be provided in the MFSE unless otherwise approved by a Public Health Inspector.
- A three compartment stainless steel sink of adequate size capable of washing all utensils used in food preparation and cooking must be provided in the MFSE. Sufficient space must be provided for the air drying of clean utensils.

Note: The three compartment sink must be of a large enough size capable of adequately submerging the largest utensil in order that it can be properly washed, rinsed and sanitized.

- All MFSEs must be equipped with a wastewater storage tank that has a direct connection to all sink drains, unless otherwise approved by a Public Health Inspector. Wastewater tank must be permanently attached to MFSEs.
- The wastewater storage tank must be of a capacity at least 15% larger than the vehicle’s water storage tank.
- All wastewater must be disposed of into a municipal or other approved wastewater collection system.

Note: Washrooms are not required in a MFSE as long as there is access to them elsewhere in the vicinity.

Note: Depending on the length of time that a MFSE is situated at a location and the degree of accessibility to washrooms, a Public Health Inspector may require the operator of a MFSE to provide washrooms for the use of the public and staff.

11. RESPONSIBILITY AND VIOLATIONS

- It is the responsibility of the operator of a Mobile Food Service Establishment to ensure that the requirements of Manitoba Regulation 339/88R, Food and Food Handling Establishments Regulation under *The Public Health Act*, *The City of Winnipeg Food Service Establishment By-Law 5160/89* (if applicable) and these guidelines are met at all times that the MFSE is in operation.
- It is the responsibility of the operator to ensure that the MFSE meets any additional standards that may be required by the local municipal authority or other government departments.
- All violations must be corrected within the time frame as directed by the Public Health Inspector.
- Failure to comply with these requirements and other regulatory requirements may result in charges (fines) and/or cancellation or suspension of the operating permit.

Appendix A:

The following standards apply outside the City of Winnipeg unless otherwise specified by a Public Health Inspector:

- Coved flooring may consist of rubber baseboard or other suitable coving material that prevent intrusion of moisture, dirt or pests.
- Permanently affixed protected light sources must be installed to provide a minimum of 200 lux (20 foot candles) of light. All lighting must be shielded to protect against broken glass falling onto food or food contact surfaces
- Recommend one person on duty at all times that holds a valid Food Handler's Training Certificate.

**REGISTRATION FORM/PERMIT INFORMATION
FOOD AND FOOD HANDLING ESTABLISHMENTS**

PURSUANT TO MANITOBA REGULATION 339/88R

1. NAME OF ESTABLISHMENT: _____

2. SITE ADDRESS OF ESTABLISHMENT: (Street Address) _____
(City) _____ (Province) _____ (Postal Code) _____

TELEPHONE: () _____ FAX: () _____

3. MAILING ADDRESS OF ESTABLISHMENT: (Street Address) _____
(City) _____ (Province) _____ (Postal Code) _____

TELEPHONE: () _____ FAX: () _____

4. BUSINESS TYPE: COMPANY NAME _____ PARTNERSHIP
 SOLE PROPRIETORSHIP

5. OWNER/CONTACT: (Name) _____ (Driver's License #) _____

ADDRESS: (Street Address) _____
(City) _____ (Province) _____ (Postal Code) _____

TELEPHONE: () _____ CELL: _____ EMAIL: _____

6. PROPOSED OPENING DATE: _____

7. PLEASE CHECK ONE OF THE FOLLOWING:

- | | |
|---|--|
| <input type="checkbox"/> NEW OWNER | <input type="checkbox"/> EXTENSIVE REMODELLING |
| <input type="checkbox"/> NEW CONSTRUCTION | <input type="checkbox"/> BASIC REGISTRATION |

8. TYPE OF ESTABLISHMENT: (Check appropriate boxes.)

- | | |
|---|--|
| <input type="checkbox"/> RESTAURANT (No. Seats _____) | <input type="checkbox"/> MOBILE FOOD UNIT |
| <input type="checkbox"/> CATERER | <input type="checkbox"/> CONCESSION/KIOSK |
| <input type="checkbox"/> RETAIL FOOD STORE | <input type="checkbox"/> TAKEOUT |
| <input type="checkbox"/> BAKERY | <input type="checkbox"/> DELICATESSEN |
| <input type="checkbox"/> BANQUET HALL | <input type="checkbox"/> INSTITUTION/CAFETERIA |
| <input type="checkbox"/> BUTCHER SHOP | <input type="checkbox"/> OTHER _____ |

9. FOOD HANDLING CERTIFICATE: YES (attach copy) NO
Food Handling Certificate is NOT required outside of the City of Winnipeg but is recommended

10. PLAN: (Attach except for change in ownership.)
A detailed drawing showing food preparation, processing, storage, service areas, washrooms, refrigeration facilities, equipment layout, and a listing of equipment and construction materials in food preparation areas are to be provided.

11. MENU: (Attach a proposed menu)

_____ DATE

_____ SIGNATURE OF OWNER/REPRESENTATIVE

****NOTE: ORIGINAL SIGNED COPY TO BE SUBMITTED TO PUBLIC HEALTH INSPECTOR.**