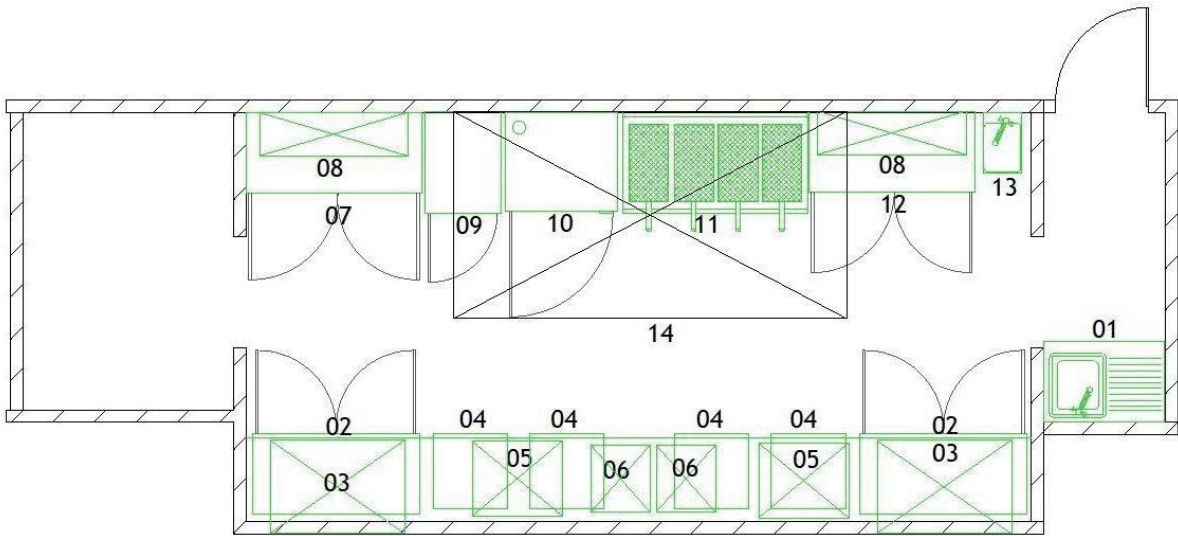
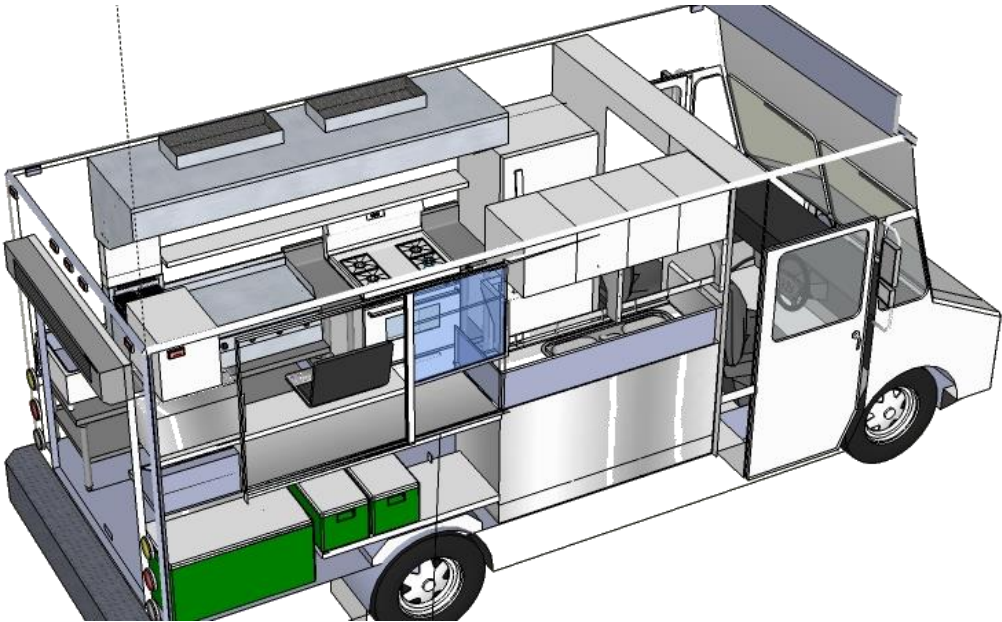




# Mobile Food Facility Construction and Plan Approval Guidelines



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## Table of Contents

DEFINITIONS .....	3
OVERVIEW OF THE PLAN CHECK PROCESS FOR MOBILE FOOD FACILITIES .....	5
GENERAL CONSTRUCTION REQUIREMENTS .....	7
1. Identification- .....	7
2. Interior Surfaces- .....	7
3. Gas Fired Appliances- .....	8
4. Hand Wash Sink- .....	8
5. Warewashing Sinks- .....	8
6. Hot Water Heaters- .....	9
7. Potable Water Tanks and Plumbing- .....	9
8. Wastewater Tanks- .....	10
9. Equipment and Refrigeration- .....	10
10. Food Compartments (if applicable)- .....	11
11. Food Storage - .....	11
12. Ventilation- .....	11
13. Flooring- .....	12
14. Safety- .....	12
FULLY ENCLOSED/OCCUPIED MOBILE FOOD FACILITIES- OMFF .....	12
1. Exterior requirements- .....	12
2. Interior requirements- .....	13
3. Safety requirements- .....	13
MOBILE SUPPORT UNITS- MSU .....	13
1. Operational Procedure- .....	13
2. Transport of potable and waste water- .....	13
3. Transport and restocking of food and/or utensils- .....	14
4. Removal and transport of waste grease- .....	14
5. Removal and transport of food waste other than grease- .....	14
6. Removal and transport of equipment to commissary for sanitizing- .....	14
7. Cleaning MFFs- .....	15
OPERATIONAL REQUIREMENTS FOR MOBILE FOOD FACILITIES .....	15
1. Operating from a Commissary- Cleaning and Servicing .....	15
2. Food Safety Certification .....	15
3. Operational Procedures .....	15

## **DEFINITIONS**

**Assembly** means a collection of parts brought together.

**Commissary** means a food facility that services MFFs, MSUs, or vending machines where any of the following occurs:

1. Food, containers, or supplies are stored.
2. Food is prepared or prepackaged for sale or service at other locations.
3. Utensils are cleaned and sanitized.
4. Liquid and solid wastes are disposed, or potable water is obtained.
5. Permitted Mobile Food Facilities are stored during hours of non-operation

**Food Compartment** means an enclosed space, including, but not limited to, an air pot, blender, bulk dispensing system, covered chafing dish, and covered ice bin with all of the following characteristics:

1. The space is defined by a physical barrier from the outside environment that completely encloses all food, food-contact surfaces, and the handling of non-prepackaged food.
2. All access openings are equipped with tight-fitting closures, or one or more alternative barriers that effectively protect the food from contamination, facilitate safe food handling, while minimizing exposure to the environment.
3. It is constructed from materials that are nontoxic, smooth, easily cleanable, and durable and is constructed to facilitate the cleaning of the interior and exterior of the compartment.

**Limited Food Preparation** means food preparation that is restricted to one or more of the following:

1. Heating, frying, baking, roasting, popping, shaving of ice, blending, steaming or boiling of hot dogs, or assembly of non-prepackaged food.
2. Dispensing and portioning of non-potentially hazardous food.
3. Slicing and chopping of food on a heated cooking surface during the cooking process.
4. Cooking and seasoning to order.
5. Preparing beverages that are for immediate service, in response to an individual consumer order, that do not contain frozen milk products.

Limited Food Preparation **does not include**:

1. Slicing and chopping unless it is on the heated cooking surface, thawing, cooling of cooked potentially hazardous food, grinding raw ingredients or potentially hazardous food.
2. Reheating of potentially hazardous foods for hot holding, except for steamed or boiled hot dogs and tamales in the original, inedible wrapper.
3. Hot holding of non-prepackaged, potentially hazardous food, except for roasting corn on the cob, steamed or boiled hot dogs, and tamales in the original, inedible wrapper.
4. Washing of foods, or
5. Cooking of potentially hazardous foods for later use.

**Mobile Food Facility (MFF)** is any vehicle used in conjunction with a commissary or other permanent food facility upon which food is sold or distributed at retail. "Mobile food facility" does not include a "transporter" used to transport packaged food from a food facility, or other approved source to the consumer.

**Mobile Support Unit (MSU)** is a vehicle, used in conjunction with a commissary that travels to and services MFFs as needed to replenish supplies, including food and potable water, clean the interior of the unit, or dispose of liquid or solid wastes. MSU shall not be used to service a Mobile Food Preparation Unit, which will report directly to the commissary for cleaning, waste disposal and replenishing.

**Mobile Food Preparation Unit (MFPU)** is a MFF that engages in full food preparation beyond the scope of “limited food preparation” as defined in Section 113818 of the California Retail Food Code.

**Portable** means equipment that is capable of being lifted and moved or has utility connections that are designed to be disconnected or are of sufficient length to permit the unit to be moved for cleaning, and does not exceed 80 pounds (36kg) in weight.

**Portioning** means dividing into portions: abstracting from a whole.

**Prepackaged Food** means any properly labeled processed food, prepackaged to prevent any direct human contact with the food product upon distribution from the manufacturer, a food facility, or other approved source.

**Refrigeration Unit** is a mechanical unit that extracts heat from an area through liquefaction and evaporation of a fluid by a compressor, flame, or thermoelectric device, and includes a mechanical thermostatic control device that regulates refrigerated blown air into an enclosed area at or below the minimum required food storage temperature of potentially hazardous foods.

**Single Operating Site Mobile Food Facility (SOS-MFF)** means at least one, but not more than four, unenclosed mobile food facilities, and their auxiliary units, that operate adjacent to each other at a single location. A SOS-MFF is restricted to produce, prepackaged food, and limited food preparation. A SOS-MFF must be supported by an approved mobile support unit if it is not easily moveable to a commissary.

**Tight-fitting** means fabricated so that joining members are in contact along the entire seam with no opening greater than 1/64<sup>th</sup> inch (.04 cm).

**Transporter** is any vehicle used to transport food from a manufacturer, distributor, retail food facility, or other approved source to a retail food facility.

## **OVERVIEW OF THE PLAN CHECK PROCESS FOR MOBILE FOOD FACILITIES**

Construction and operation of all mobile food facilities (MFF) and mobile support units (MSU) are dictated by the requirements of the California Retail Food Code (CRFC), a section of the California Health and Safety Code, and Riverside County Ordinances. Once the MFF or MSU is approved to operate, no modification, change in ownership, change in equipment/menu may be made to the facility or unit without prior approval from this department.

This guide is intended to serve as a general overview of MFF and mobile support unit construction and permit requirements, and should not be considered all-inclusive. Please contact Plan Check if you require further information regarding your particular plan.

This construction guide is intended for anyone planning to construct or remodel a MFF or a mobile support unit (MSU) for use in Riverside County. Mobile food facilities include, but are not limited to the following:

- Category 1- Produce Vehicle (whole, uncut produce)
- Category 2- Prepackaged Food Push Cart ( ice cream carts and other types of pushcarts)
- Category 3- Prepackaged Food Vehicle (ice cream truck/van, packaged catering trucks, etc.)
- Category 4-Non-Prepackaged Food Vehicle or Mobile Support Unit (engaged in “limited food preparation”- shaved ice carts, hot dog carts, etc.)
- Category 5-Mobile Food Preparation Unit (food trucks/trailers)

The following is required to process and approve MFF plans as well as to obtain final approval for operation:

1. Contact the local zoning/planning department(s) for your intended operating location prior to submitting your mobile food facility plans. In addition to the Environmental Health permit you obtain from this Department you may be required to obtain a permit or business license for a location within a jurisdiction. Additionally, laws and ordinances within city and county boundaries may not allow you to sell within certain areas.
2. Two (2) sets of plans shall be submitted for any new or remodeled MFF, MSU, or auxiliary sink conveyance prior to construction. A plan check fee must be paid at the time of plan submittal and is based on category type. Generally, the plan review process takes up to twenty (20) working days to complete. Plans shall be complete, easily readable and drawn to scale.
3. Provide a menu/listing of all foods offered from the MFF (category 4, 5).
4. For Single Operating Site Mobile Food Facilities, a site plan is to be provided to show the location of the toilet room(s) as well as the refuse area.
5. If the MFF is occupied and has 110 volt electrical, plumbing, a gas appliance and equipment, or mechanical generator or compressor, it must have a certification insignia issued by the CA Department of Housing and Community Development (HCD) located at: 3737 Main St. Ste. 400, Riverside, CA 92501 (951) 782-4420.
6. The applicant will be notified after the plans are approved or rejected. Plans that are incomplete, have a multitude of changes, or otherwise are not approved, will be returned for revision before approval may be granted.

7. Upon approval, one (1) set of plans will be returned to the applicant and one set will be kept on file until construction has been completed.
8. If any changes on the plans are desired after approval has been obtained, amended plans shall be required and an additional plan check fee may be required by this Department.
9. After plans have been reviewed and you receive notification of approval from this Department, you may proceed with construction or remodeling.
10. An inspection will be conducted once the plans are approved and the MFF is constructed. Contact your local Environmental Health office to schedule an appointment. The yearly Environmental Health permit application and fee is required prior to final approval.
11. The following items are also required for final inspection:
  - a. A commissary agreement letter (category 2-5)
  - b. A commissary schedule (category 2-5)
  - c. Written operational procedures (category 4, 5)
  - d. Route Sheet or proof of other Department approved reporting/tracking (category 4,5)
  - e. Food Manager/Food Handler Certificates (category 4,5)
  - f. Valid driver's license for all proposed drivers (category 1, 3, 4, 5)
  - g. Vehicle Registration (category 1, 3, 4, 5)
  - h. Business Liability insurance naming Riverside County as "additional insured" (category 5)
  - i. Viable plan submitted for waste grease and/or trash disposal (category 5)
  - j. Restroom agreement letter (category 5)
  - k. Water tank testing-bacteriological results from an accredited laboratory indicating no presence of coliform or E. coli bacteria (required for all units with a fresh water tank)

**Note:** See Mobile Food Facility Operator Guide for example of forms and operational requirements.

**\* Forms can be obtained at your local area office or by visiting the Department website at: [www.rivcoeh.org](http://www.rivcoeh.org)**

12. The MFF shall not be operated until final approval is granted by the plan check specialist. To prevent delays, appointments for inspections must be coordinated with the plan check specialist at least (5) working days in advance.

## REQUIREMENTS FOR PLAN APPROVAL

The plans must show and specify the following:

1. Two sets of plans drawn to scale ( $\frac{1}{4}" = 1\text{ ft.}$ ) shall be submitted detailing the construction and finishes of the MFF.
2. Plans shall include:
  - a. **Full Views** -from each viewpoint (top down, front, and back, employee and customer views) including overall dimensions of the MFF (length x width x height).
  - b. **Construction Material Information**- Finish schedule for food contact surfaces, counter tops, food compartments, walls, floors and ceilings.
  - c. **Food Compartments (if applicable)** - This includes compartments which enclose and protect food, equipment, contact surfaces and the handling of ready to eat food. Show food compartment(s) and doors in their open position. Size and location of any pass through windows.
  - d. **Plumbing System**- Diagram the entire system from supply to waste. Show the location and type of:



- i. Potable water tanks; volume and dimensions, length x width x depth indicated
  - ii. Potable water inlets and overflow lines, type indicated.
  - iii. Waste water tanks; volume and dimensions, length x width x depth indicated
  - iv. Waste drain valves
  - v. Water heaters type and size in gallons indicated
  - vi. Ice bins with volume and dimensions (length x width x depth) indicated
  - vii. Hand wash sink dimension and location. Soap and paper towel dispensers shown.
  - viii. Three compartment warewashing sink with integral drainboards on both ends, indicating sink compartment dimensions (length x width x depth).
  - ix. All associated plumbing and backflow prevention devices.
- e. **Equipment List**-A complete list and location of all equipment. Include equipment specifications, including weight, manufacturer, make and model numbers. All equipment shall be listed as certified or classified for sanitation by an ANSI accredited certification program such as NSF.
- f. **Power**- Identify all gas and/or electric lines. Note: Light bulbs shall be enclosed in safety shields or constructed of shatter proof material. Identify the power source to the MFF.
- g. **Fire Protection Equipment**-List type and location (e.g. 10 BC rated fire extinguisher)
- h. **Mechanical Ventilation**- For units with cooking equipment beneath a roofed enclosure. Must meet California Mechanical Code requirements as determined by HCD.
- i. **Any Other Details**- Show the location of utensil trays, insulation, non-food storage areas, food preparation areas, first aid kit, vehicle maintenance items, trash, food preparation counters, shelving, storage areas, etc.

## **GENERAL CONSTRUCTION REQUIREMENTS**

The plans must show and specify the following:

### **1. Identification-**

- A. Signage shall be permanently affixed on the customer side of the MFF and on two sides of a motorized MFF and MSU. The identification must include:
  - a. business name (at least 3" high)
  - b. name of the permittee (if different from the business name and at least 1" high)
  - c. City, State and zip code of the permittee (at least 1" high)
- B. All letters and numbers must be of a contrasting color to the MFF so as to be easily viewable.

### **2. Interior Surfaces-**

- A. Surface materials of the MFF must be constructed of a smooth, durable, washable, impervious material capable of withstanding frequent cleaning, and must be free of cracks, seams, or linings where vermin may harbor. Unfinished wood is not approved.
- B. Construction joints shall be tightly fitted and sealed with no gaps or voids. All sealant, solder and weld joints located in the food contact areas must be smooth, and approved for food contact surfaces. Spaces around pipes, conduits or hoses that extend through cabinets, floors or outer walls must be sealed to be smooth and easily cleanable

### **3. Gas Fired Appliances-**

- A. A thermocouple safety shut-off device is required for each propane burner.
- B. Propane tanks:
  - a. That are enclosed within the MFF shall have at least two ventilation openings on opposite sides at the cylinder valve level and at least one ventilation opening required at the floor level. Each opening shall be a minimum of 10 square inches, screened with a minimum 16 mesh and shall vent to the exterior of the MFF.
  - b. Enclosures shall be free of any source of ignition.
  - c. Shall be securely placed and should not be located on the bumper of a trailer mounted vehicle. The only appropriate placement on the exterior of the MFF is on the front (tongue) of the trailer.
  - d. Shall have a safety shut off valve.
  - e. All gas-fired appliances shall be properly insulated in a manner that will prevent excessive heat buildup and injury. Insulation around the steam table, burner compartment(s) and the water heater is required.
- C. All new and replacement gas-fired appliances shall meet applicable ANSI standards.
- D. Certification shall be indicated by a decal on the appliance.
- E.
- F. All liquefied petroleum equipment shall be installed to meet applicable fire authority standards, and this installation shall be approved by the fire authority.
- G. All gas lines shall be properly installed and protected. Use grommets as needed.

### **4. Hand Wash Sink-**

- A. The hand wash sink shall have a minimum dimension of 9 x 9 x 5 inches deep, and be located so it is easily accessible by food employees in the MFF.
- B. The hand wash sink shall be provided with hot and cold running water through a mixing faucet capable of delivering a minimum of a gallon/minute at a minimum temperature of 100°F.
- C. Wall mounted hand soap and single-use paper towel dispensers shall be installed adjacent to the hand wash sink.
- D. The hand wash sink shall be separated from the warewashing sink by a 6" high metal splashguard that extends from the back edge of the drainboard to the front edge of the drainboard. The corners of the splashguard shall be rounded. A Splashguard is not required if the warewashing sink drainboard edge is 24" or more away from the hand wash sink.
- E. A hand wash sink is not required in MFFs limited only to handling prepackaged food, whole produce or the bulk dispensing of nonpotentially hazardous beverages.

### **5. Warewashing Sinks-**

- A. A warewashing sink with at least three compartments and two integral metal drainboards used exclusively for warewashing shall be installed in a MFF where non-prepackaged (open) food is cooked, blended, or otherwise handled.
- B. The dimensions of each compartment shall be large enough to accommodate the cleaning of the largest utensil and at least 12 x 12 x 10 inches deep or 10 x 14 x 10 inches deep.
- C. Each drainboard shall be at least the size of one of the sink compartments. The drainboards shall be installed with at least 1/8 inch per foot slope toward the sink compartment, and fabricated with a minimum of 1/2 inch lip or rim to prevent the draining liquid from spilling onto the floor.
- D. The sink shall be equipped with a mixing faucet providing hot and cold water and shall be provided with a swivel spigot capable of servicing all sink compartments.



- E. If all utensils and equipment of a MFF are washed and sanitized on a daily basis at the approved commissary or other approved food facility, and the MFF provides and maintains an adequate supply of spare utensils for preparation and serving in the MFF, as needed, to replace those that become soiled or contaminated, then the facility shall not be required to provide a warewashing sink if handling only the following foods:
  - 1. Non-potentially hazardous foods that do not require preparation other than heating, baking, popping, portioning, bulk dispensing, assembly, or shaving of ice
  - 2. Steamed or boiled hot dogs
  - 3. Tamales in the original, inedible wrapper
- F. The warewashing sink shall be within the MFF or have adequate overhead protection made of wood, canvas, or other materials that protect the sinks from bird and insect droppings, dust, precipitation, and other elements.

## **6. Hot Water Heaters-**

- A. The MFF shall have a commercial grade tank water heater or an instantaneous heater capable of heating water to a minimum of 120 °F for utensil washing or 100 °F for handwashing only, interconnected with a potable water supply, and shall operate independently of the vehicle engine. Cold running water must also be supplied.
- B. If utilizing a tank water heater, MFF's conducting any type of food handling that requires warewashing, shall be required to have a minimum tank capacity of 4 gallons. A minimum water heater capacity of 1/2 gallon shall be provided for MFFs needing only handwashing.

## **7. Potable Water Tanks and Plumbing-**

- A. Water tanks and plumbing shall be constructed of food grade material as approved by an ANSI accredited testing organization for drinking water. Only food grade hoses may be used to fill supply tanks at the commissary.
- B. Interiors shall be smooth and free of recesses and crevices and sloped to be capable of draining completely.
- C. Tanks must be adequately vented for flow. Water tank vents shall terminate in a downward direction and are to be covered with 16 mesh per square inch screen or equivalent when the vent is in a protected area alternatively if the vent is in an area not protected from windblown dirt and debris a protective filter will be required.
- D. Potable water tanks must be sufficient in volume to hold:
  - 1. Five (5) gallons minimum for hand washing
  - 2. Fifteen (15) additional gallons minimum for warewashing for facilities with limited food preparation.
  - 3. Twenty five (25) additional gallons of water for warewashing must be provided for any preparation beyond limited food preparation

\*Water requirements for product water will be in addition to this.

- E. Water tank capacity requirements may be met with one or more potable water tanks.
- F. The clean water inlet must be constructed so contamination is prevented and can be used for no other purpose than filling the potable water tank.
- G. Potable water inlets must be located at least 1 inch above the overflow.
- H. Overflow pipe openings must be protected from the entrance of dust, insects and other contamination.
- I. Potable water tanks may be removable; maximum size of 10 gallons (80 pounds) to be considered suitably portable.

- J. Connections to the potable and waste tanks are to be a different type or size so as to prevent contamination of the potable water supply. Waste and potable hose connections shall not be interchangeable.
- K. All hoses and tanks must be clearly labeled to prevent mix-ups and contamination with wastewater tanks and hoses. Liquid waste hoses are not be the same color as the hoses used for potable water. Hose connections with V-type threading will not be allowed.
- L. If tanks are removable they are to be labeled 'freshwater' or 'wastewater' to eliminate any confusion.
- M. Equipment in which spillage is likely to occur shall have a drip tray fitted so that spillage drains into a waste tank.

## **8. Wastewater Tanks-**

- A. All waste lines shall be connected to wastewater tanks with watertight seals. All wastewater tanks must be designed to prevent spillage.
- B. Any wastewater tank mounted within an MFF or MSU shall have an air vent overflow provided in a manner that will prevent potential backflow into sinks and ice bins and potential flooding of the interior of the facility.
- C. A water tank vent shall terminate in a downward direction and shall be covered with 16-mesh per square inch screen or equivalent when the vent is in a protected area or a protective filter when the vent is in an area that is not protected from windblown dirt and debris.
- D. Wastewater tanks shall be of sufficient capacity to hold 150% or 1.5 times that of the potable handwashing and warewashing water supply, 15% of product water, and 33% of the total ice bin volume. Examples:
  - 1. A fresh water supply for handwashing with a 5 gallon tank, will require a minimum wastewater tank capacity of 7 ½ gallons.
  - 2. An extra 10 gallon potable water tank supply needed for food preparation such as soda fountain or espresso machine, will require a minimum wastewater tank capacity of an additional 1 ½ gallons.
  - 3. An ice bin with a volume size of 9 gallons will require a minimum wastewater tank capacity of an additional 3 gallons.
- E. Wastewater tanks may be removable, but can be no greater in size than 10 gallons (80 pounds) to be considered suitably portable for this purpose.
- F. Wastewater tanks shall be adequately sloped to allow for complete drainage and have a discharge valve located to facilitate complete drainage of the tank.
- G. Permanently installed steam tables shall be fitted with a discharge valve and shall not drain to the wastewater tank.
- H. If tanks are removable, they shall be labeled 'waste' to eliminate any confusion.
- I. All hoses and tanks shall be clearly labeled to prevent mix-ups with the potable water tanks and hoses. Liquid waste hoses shall not be the same color as the hoses used for potable water. Hose connections with V-type threading will not be allowed.

## **9. Equipment and Refrigeration-**

- A. Commercial grade mechanical refrigeration is required for all MFFs that handle potentially hazardous foods. .
- B. All food-related equipment and plumbing, including pumps, accumulators and filters shall be certified or classified for sanitation by an American National Standards Institute (ANSI) accredited certification program, i.e. NSF, ETL, UL (EPH), CSA or other ANSI approved certification agency.

- C. All food related fixtures, tanks, equipment, plumbing, pumps and filters must meet standards referenced in the current plumbing code. Plumbing fixtures, pumps and filters shall be installed according to the manufacturer's specifications.
- D. Equipment shall be permanently attached flush to the MFF or on approved 4 inch high legs. Portable equipment (under 80 pounds) does not need to be permanently affixed, but must be readily movable for easy cleaning.
- E. Electrical appliances must meet applicable Underwriter's Laboratory standards.

#### **10. Food Compartments (if applicable)-**

- A. The space is defined by a physical barrier from the outside environment that completely encloses all food, food-contact surfaces, and the handling of non-prepackaged food. Compartments shall be COMPLETELY enclosed and located over surfaces where unpackaged food is handled.
- B. The opening to the food compartment shall be large enough to permit safe food handling and assembly, and shall be provided with permanently attached, tight-fitting door(s) that effectively protect the food from contamination, facilitate safe food handling, while minimizing exposure to the environment.
- C. Shall be constructed from materials that are nontoxic, smooth, easily cleanable, and durable and constructed to facilitate the cleaning of the interior and exterior of the compartment. Compartments shall be free of non-food related items.
- D. If doors are a part of the food compartment they will only open outward and will not fold, flip or slide up and over the top portion of the compartment. Folding side by side hinged doors are acceptable.
- E. Ice bins holding edible ice shall be placed within a compartment and shall be designed for easy access.
- F. Coffee urns, coffee grinders, blender jars with lids and refrigeration/freezer units or other equipment that provide protection from airborne contamination on all sides are considered to be food enclosures and as such, may remain outside the food compartment.

#### **11. Food Storage -**

- A. Food storage compartments shall be large enough to accommodate food volumes.
- B. Food storage compartments shall be enclosed to protect from contamination.
- C. Food storage compartments cannot contain plumbing of any kind.
- D. Potentially hazardous foods (except for frozen ready-to-eat foods, whole fish, and whole aquatic invertebrates) shall be stored within refrigeration units
- E. Adequate areas to store food must be provided. Each area must be secured when in transit.

#### **12. Ventilation-**

- A. Mechanical exhaust ventilation equipment shall be provided over all cooking equipment as required to effectively remove cooking odors, smoke, steam, grease, heat, and vapors.
- B. All mechanical exhaust ventilation equipment shall be installed and maintained in accordance with the California Mechanical Code (CMC) or for occupied mobile food facilities, certified and approved by the CA Department of Housing and Community Development (HCD).
- C. For California Mechanical Code compliance, the following shall be kept in good working order:
  - 1. Cooking equipment.
  - 2. Hoods.
  - 3. Ducts (if applicable).
  - 4. Fans.

5. Fire suppression systems.
6. Special effluent or energy control equipment

### **13. Flooring-**

- A. Ground or floor surfaces where cooking processes are conducted from a grill, or other unenclosed approved cooking unit on an MFF shall be impervious, smooth, easily cleanable, and shall provide employee safety from slipping. Ground or floor surfaces shall extend a minimum of five feet on all open sides of where cooking processes are conducted

### **14. Safety-**

- A. All pressure cylinders shall be securely fastened to a rigid structure.
- B. A first-aid kit shall be provided and located in a convenient area in an enclosed case.
- C. MFFs that operate at more than one location in a calendar day shall be equipped to meet all of the following requirements:
  1. All utensils in an MFF shall be stored so as to prevent their being thrown about in the event of a sudden stop, collision, or overturn. A safety knife holder shall be provided to avoid loose storage of knives in cabinets, boxes, or slots along counter aisles. Knife holders shall be designed to be easily cleanable and be manufactured of materials approved by the enforcement agency.
  2. Coffee urns, deep fat fryers, steam tables, and similar equipment shall be equipped with positive closing lids that are fitted with a secure latch mechanism that will prevent excessive spillage of hot liquids into the interior of an MFF in the event of a sudden stop, collision, or overturn. As an alternative to this requirement, a coffee urn may be installed in a compartment that will prevent excessive spillage of coffee in the interior of the unit
  3. Metal protective devices shall be installed on the glass liquid level sight gauges on all coffee urns.
- D. Light bulbs and tubes shall be covered with a completely enclosed plastic safety shield or its equivalent.

## **FULLY ENCLOSED/OCCUPIED MOBILE FOOD FACILITIES-(OMFF)**

**In addition to general requirements for MFFs, the following shall apply to OMFFs:**

NOTE: If the OMFF has 110 volt electrical, plumbing, a gas appliance/equipment, or a mechanical generator or compressor, it must have a certification insignia issued by the CA Department of Housing and Community Development (HCD).

### **1. Exterior requirements-**

- A. Entrance doors to food preparation area and service openings are to be self-closing.
- B. Food service openings:
  1. Maximum 216 square inches and no less than 18 inches apart.
  2. Shall be covered with solid material or screen when closed. If screen is used it must be at least 16 mesh per inch.
  3. Shall be self-closing.
  4. This section shall not apply to MFFs that are limited to the handling of prepackaged food and whole produce.
- C. Compressor units that are not an integral part of the MFF shall be installed in an area separate from the food prep and storage areas.
- D. Propane tanks shall be located outside the MFF, and there can be no other attachments on the exterior of the MFF (e.g. can opener)

## 2. Interior requirements-

- A. Occupied MFFs shall have a clear, unobstructed height over the aisle-way portion of the unit of at least 74 inches from floor to ceiling, and a minimum of 30 inches of unobstructed horizontal aisle space.
- B. Walls and ceilings shall be constructed so surfaces are impervious, smooth and cleanable.
- C. Floors shall be constructed of approved materials. The floor/wall juncture shall be coved with a minimum 3/8 inch radius and the floor surface shall extend up the wall at least four inches. (Vinyl rubber top-set base is not acceptable material). Equipment shall be sealed to the floor or raised 6 inches off the floor by means of an easily cleanable leg and foot.
  - i. This section shall not apply to MFFs that are limited to the handling of prepackaged food and whole produce, unless water flushing of floors is required.
  - ii. If water flushing of floors is required, a food grade hose shall be installed and maintained in an enclosed compartment. The food grade hose shall be of sufficient length to clean the interior of the vehicle.

## 3. Safety requirements-

- A. A second means of exit shall be provided in the side opposite the main exit door, in the roof, or in the rear of the unit with an unobstructed passage of at least 24 inches by 36 inches.
- B. The interior latching mechanism shall be operable by hand without special tools or the use of a key.
- C. The exit shall be labeled "Safety Exit" in contrasting colors with letters at least 1 inch high.

## **MOBILE SUPPORT UNITS- (MSU)**

**MSU requirements are based on the proposed services to, and the number, type and location(s) of the MFFs serviced. All construction and equipment will conform to the requirements described in the general MFF sections of this guideline as applicable.**

### 1. Operational Procedure-

- A. A detailed description of the intended operation(s) of the MSU shall accompany the Construction plans for the MSU and shall indicate the following:
  - a. A list of all MFFs to be serviced. MSUs are not approved to support MFFs that conduct any food preparation beyond limited food preparation (i.e. MFPU's).
  - b. A list of services to be provided to each MFF.
  - c. The distance from the commissary to each MFF to be serviced.

**MSUs that provide one or more of the following services to one or more MFFs shall conform to the requirements under each applicable service heading:**

### 2. Transport of potable and waste water-

- A. Adequate sized potable water tank(s) shall be provided with sufficient capacity for all water demand for each MFF serviced including but not limited to, supply tanks, steam tables, utensil washing, hand washing and equipment cleaning.
- B. Potable water shall only be provided to the MSU directly from an approved water supply- never from a water tank.

- C. Waste water tanks shall be adequate in volume to accommodate all MFFs serviced. Waste water tanks must be located to prevent contamination of all potable water, clean linen and food and utensil storage areas.
- D. Waste tanks shall be equipped with an approved valve and shall be constructed to prevent drainage onto the ground during transport or when stationary
- E. A designated waste water pump shall be provided when waste water is pumped from the MFF. The pump and all associated hoses shall be clearly labeled for waste
- F. If tanks are removable they should be labeled 'potable' or 'waste' to eliminate any confusion.
- G. Waste tanks and associated pumps and hoses shall be stored separately from potable water storage, clean linen, paper products, food equipment and utensil storage areas, and shall be clearly labeled as "waste".
- H. The weight of portable potable and/or waste water tanks, that are used to replace the respective water tanks of an MFF, shall not exceed 80lbs each when full.
- I. The method for securing removable tanks during transport shall be indicated.
- J. Connections to the potable and waste tanks shall be of a different type or size so as to prevent contamination of the potable water supply. Waste and potable hose connections shall not be interchangeable.

**3. Transport and restocking of food and/or utensils-**

- A. Adequate compartments and shelving shall be provided for all food to be transported.
- B. When unpackaged food is stored during transport, compartments shall be smooth, easily cleanable, non-absorbent, and equipped with tight fitting doors and/ or lids.
- C. If used to transport potentially hazardous food, approved equipment to maintain food at the required temperatures shall be provided.
- D. Mobile support units shall not be approved for utensil washing.

**4. Removal and transport of waste grease-**

- A. An approved container(s) or tank(s) of sufficient volume with secure lid(s) shall be provided for all MFFs generating waste grease, serviced by the MSU.
- B. Waste grease tanks or containers shall be separate from all potable water, clean linen, paper products, food, food equipment and utensil storage areas.
- C. Pumps and all associated hoses that are used to drain grease shall be clearly labeled as "waste grease" and shall be stored separate from other pumps and hoses.
- D. When grease is transferred from the MFF to the MSU by container, it shall have a tight fitting lid. The container and any associated funnels shall be clearly labeled as "waste grease".

**5. Removal and transport of food waste other than grease-**

- A. Adequate additional volume shall be provided to the waste water tanks when servicing MFFs with liquid food waste.
- B. Transfer methods shall be indicated and the proper transfer equipment provided and labeled clearly for waste.
- C. Sufficient storage for all solid food waste shall be provided with adequate containment during transport. This may be accomplished by bins or cabinets that accommodate trash bags.

**6. Removal and transport of equipment to commissary for sanitizing-**

- A. Adequate shelving or cabinets shall be provided for storage of equipment during transport



## **7. Cleaning MFFs-**

- A. Separate and adequate storage shall be provided on the MSU for cleaning equipment, cleaning solutions and other toxic chemicals.
- B. Separate and adequate storage for clean rags shall be provided.
- C. Separate and adequate, leak-proof storage for soiled rags shall be provided.
- D. A separate and adequate receptacle shall be provided for removal of solid and food waste.

## **OPERATIONAL REQUIREMENTS FOR MOBILE FOOD FACILITIES**

### **1. Operating from a Commissary- Cleaning and Servicing**

- A. MFFs must operate in conjunction with a commissary, MSU, or other facility approved by the enforcement agency.
- B. MFFs must be stored at or within a commissary or other location approved by the enforcement agency in order to have protection from unsanitary conditions. All cart type mobile food facilities must be able to physically fit within their commissary.
- C. MSUs must be operated from and stored at a designated commissary and must be permitted and are required to be plan reviewed. MSUs shall report to a commissary or other approved facility for cleaning, servicing, and storage at least daily.
- D. Unless serviced by an MSU, or operating at a community event, MFFs must report to the commissary or other approved facility on a daily basis.
- E. The commissary must be approved by the plan check specialist for the MFF applying to use it. The commissary must be under permit with Riverside County Department of Environmental Health or equivalent agency in an adjacent county.
- F. MFFs are required to be cleaned and serviced at least once daily during an operating day.

### **2. Food Safety Certification**

- A. An owner or employee of MFFs in which potentially hazardous foods are prepared, handled, and/or served is required to have successfully passed an approved and accredited food safety certification examination.
- B. No person can act as the food safety certified person at more than one food facility with the exception that multiple contiguous food facilities permitted within the same site and under the same management, ownership, or control shall be deemed to be one food facility for the purposes of this requirement.

### **3. Operational Procedures**

**All operations from the MFF must comply with applicable chapters of the California Retail Food Code.**

- A. During operation, no food shall be stored, displayed, or served, from any place other than the MFF. The use of side units, coolers, benches, or tables for food preparation, display, or storage is prohibited.
- B. For limited food preparation MFFs not requiring a warewashing sink, utensils shall be restricted to spatulas, tongs, scoops, and/or spoons as identified on the Written Operational Procedures Form.
- C. Food condiments shall be protected from contamination. Condiments provided for customer self-service shall be prepackaged or from approved (pump, pour, squeeze, or auger type) dispensing devices. Potentially hazardous foods such as chili or perishable cheese cannot be hot-held as a condiment on an unenclosed MFF.
- D. During transportation and storage of the MFF, food and food contact surfaces shall be protected from contamination.

- E. Food products remaining after each day's operation shall be stored at the commissary at the end of the day. Potentially hazardous foods held at or above 135°F on a MFF shall be destroyed at the end of the day.
- F. Utensils and equipment shall be handled and stored so as to be protected from contamination. Single-service utensils (ex. straws, plastic forks, etc.) shall be protected by keeping them individually wrapped, or in protective containers or dispensers.
- G. Wiping cloths must be stored in a clean solution containing 100 parts per million (PPM) of available chlorine as a hypochlorite. Other approved sanitizing compounds at appropriate concentrations may be used. (Mix one ounce of bleach to one gallon of clean water to produce a sanitizing solution of 100 PPM concentration). Provide testing strips kit to check the concentration of the sanitizing solution.
- H. Only the MFF operator shall dispense all unpackaged foods. Customer self-service of unpackaged foods is prohibited.
- I. Accurate thermometers shall be provided for all warming units and refrigeration units. A probe type thermometer shall also be available for use on a MFF where potentially hazardous foods are being prepared.
- J. All food shall be obtained from an approved source. Approved sources include, but are not limited to: permitted commissaries, markets, restaurants or others as approved by this Department. Foods prepared or stored at home are not approved.
- K. All potentially hazardous foods shall be maintained at or below 41°F or at or above 135°F at all times.
- L. Any coffee or cocoa beverage that contains a dairy product must be made to order and immediately served to the customer.
- M. All food contact surfaces and utensils must be properly sanitized at least every 4 hours to prevent cross contamination.
- N. Restrooms shall be located within 200 feet of the MFF and shall have toilet and hand wash facilities. "Port-A-Potties" and other semi-permanent bathrooms will not be acceptable to fulfill this requirement.
- O. A refuse container shall be provided for customers within 20 feet of the MFF. The area around the MFF shall be cleaned of all trash and food waste at the close of operations at each operating location.