



COUNTY OF BUCKS

DEPARTMENT OF HEALTH

Neshaminy Manor Center, 1282 Almshouse Road, Doylestown, PA 18901 - 215-345-3318

FIELD OFFICES

Bucks County Government Services Center, 7321 New Falls Road, Levittown, PA 19055 – 267-580-3510
Bucks County Government Services Center, 261 California Road, Suite #2, Quakertown, PA 18951 – 215-529-7000

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DAVID C. DAMSKER, M.D., M.P.H.

Dear Farm/Flea Market Food Vendor:

This letter is to inform you of the Bucks County Health Department's licensing and inspection procedure for farm/flea market food vendors (in accordance with the PA Retail Food Safety Facility - Act 106 of 2010). Please consult the actual *Bucks County Department of Health Rules and Regulations for Conducting and Operating Food Facilities* for detailed requirements.

The regulations and all other applicable forms are available at each Department Office or at: <http://www.buckscounty.org/government/departments/HumanServices/HealthDepartment/Environmental/FoodEstablishment.aspx>

A vendor is defined as a facility that is operating as part of a seasonal interim farm/flea market. These food facilities are usually operated out of doors (open-air) and are not located in a permanent structure. They are assembled and disassembled routinely each day at one location. Therefore, these food facilities will be classified as mobile food units for licensing. Once the facility is licensed by this Department, both the food license and Certified Food Safety Manager certificate must be posted at the food facility during all hours of operation.

Please note the following:

Supporting forms and applications include; a food facility plan review application (SA-86), a guide for submitting plans (SA-85), a food license application (SA-13), mobile food unit commissary verification form (SA-15) and a mobile food unit list of stops form (SA-48). Submit completed packet and fee of two hundred and twenty dollars (\$220.00) by May 31, 2011 for Department review and approval. This fee will cover both the plan review and license for this calendar year. Once approved by this Department a licensing inspection will be conducted of the unit for approval to operate. The food license is valid for one year from the date of licensing and must be renewed annually.

Each stand within the market is considered an individual Retail Food Facility and must be individually licensed and inspected. Facilities selling **ONLY pre-packaged non-potentially hazardous foods and/or whole uncut produce are not required to obtain a license.** These facilities however are not exempt from food safety inspection and the requirements of the Food Code according to Act 106.

See "Food Safety Guidelines for Food Vendors at Farm/Flea Markets" below as your aid. Review all information provided. The Vendors should read this information and must complete and submit all forms that are attached. Incomplete submissions will result in a delay of food vendor approval by this Department. Always check with the local municipality for other operational requirements.

FOOD SAFETY GUIDELINES FOR FOOD VENDORS AT FARM/FLEA MARKETS

(These requirements may vary based upon the actual food operation, including types of foods/drinks sold, total hours of the food operation including travel time to and from the site and whether the food/drink products are pre-packaged or not)

A. FOOD PROTECTION

All food items must be properly protected against contamination at all times. The definition of foods shall include drinks and ice intended for human consumption.

1. All booths/stands/food service areas must have overhead protection such as a canopy, tarp, tent, etc. Side barriers must be available when needed for dust and insect control.
2. Retail food facilities may not be located in areas without floor protection. Protection may include: pallets, concrete, asphalt/blacktop, wood sheeting, linoleum, tile, or other similar material to control ground dirt, mud and debris.
3. Equipment must be located away from the public for safety and food protection (cross contamination). All equipment must be ANSI certified (such as NSF, UL/Sanitation or ETL/Sanitation for sanitation).
4. No food may be displayed without being wrapped (recommended) or protected by a properly designed sneeze guard. This food must also be protected from dust and insects.
5. Condiments for patron self-service must be dispensed from an approved dispensing unit, or be single-service portions (recommended).
6. All food, ice, and food-related items must be stored at least 6 inches off the ground at all times.
7. All foods must be obtained from an approved, food regulatory agency inspected source. If food preparation occurs at a location other than at the stand, for example a licensed food commissary, food establishment, farm, etc., the vendor must submit copies of all applicable food safety licenses/permits/inspection reports and a completed commissary form (SA-15).
8. Bare hand contact of ready-to-eat foods shall not be permitted (gloves, tongs, utensils, etc. shall be used).
9. Food service employees shall practice good personal hygiene when operating at the stand including hair restraint (caps, hats, hairnets, etc.), proper hand washing, not working when ill.

All food items must be transported, stored, and served using food-grade, approved containers, utensils, and equipment. The location and travel time to and from the proposed location should be submitted. This time period may have a bearing upon the food holding/maintenance requirements.

B. TEMPERATURE REQUIREMENTS

All potentially hazardous food (PHF) items must be held at proper temperatures at all times during transport, storage, service and display.

1. Forty-one degrees (41°) Fahrenheit or below for refrigerated (cold) perishable food items.
2. Frozen foods must remain frozen.
3. One hundred thirty five degrees (135°) Fahrenheit or above for hot holding food items.

4. All PHF must be kept cold under mechanical ANSI listed (or equivalent) refrigerators/freezers. Alternate methods of cold holding will be reviewed on an individual basis by Department.

PHF includes cut produce and sprouts. It is the responsibility of the operator to prove that a food product is not a PHF. This may require laboratory testing. The Bucks County Department of Health reserves the right to require refrigeration of any questionable product until such laboratory testing has been verified.

Approved food monitoring thermometers must be provided to ensure proper holding and cooking temperatures of food items. PHF found in the danger zone (42°-134°F) will not be allowed to be sold and will have to be discarded.

C. SINKS

One or more accessible hand washing sinks are required if the vendor is selling unpackaged food products. The hand wash sink may NOT be the sink utilized at the toilet facilities.

- Water temperature: Minimum 100°F
- Water heater: Gas or electric heaters shall be capable of generating enough hot water for the stand depending upon hours of operation.
- Soap: Liquid, powder or bar soap
- Single service paper towels
- Fresh water capacity: Minimum 10 gallons per vendor or enough to produce enough hot and cold water depending upon hours of operation.
- Approved waste water tank and disposal method, 15% larger than the total fresh water supply.
- Where public water and/or sewer are available it shall be used. All fresh water hosing must be drinking water safe and so marked.

An ANSI (NSF approved or equivalent) three compartment sink with drain board or drying rack in which to wash, rinse and sanitize food equipment and utensils must be provided at those facilities handling/preparing unpackaged foods on-site. Sanitizer test strips shall be available on-site.

- Water temperature: Minimum 110°F
- Water heater: Capable of generating enough hot water for the warewashing operation and the hand washing operation. Minimum total cubic inches/compartments (231 = 1 gal.)
- Fresh water capacity: Determined by the facilities' hours of operation, type of operation and the total number of sinks present.

An ANSI (NSF approved or equivalent) food preparation sink, separate from the hand sink and warewashing sink, will be required for all facilities that need to wash or rinse foods on-site as part of the preparation process.

- Water temperature: Minimum 110°F for the cleaning of this sink
- Fresh water capacity: Determined by facilities' hours of operation, type of operation and total number of sinks present.

Number of required hand washing sinks may vary based on operation, its size and equipment set-up. Chemically treated hand towelettes may not be used in place of hand washing unless all food is prepackaged.

The water supply serving the food facility shall be approved by this Department. If public water is available it should be used.

Waste water must be disposed of in an approved manner. If public sewers are available they must be used. Waste water may not be discarded directly or indirectly into storm drains, on the ground, or into the Waters of the Commonwealth so as not to create an unsanitary condition or nuisance. Facilities must be able to accommodate for waste water storage that is 15% greater than their total fresh water supply at the stand. Appropriate waste water storage containers must be provided and approved by the Department.

D. ICE (Ice is considered a food)

All ice must be from an approved source and properly stored, dispensed and used.

1. Foods/drinks stored in ice must be continuously self-draining.
2. Ice used for consumption must be dispensed by appropriate scoops/utensils.
3. Ice used as a coolant cannot be used for human consumption.

E. CERTIFIED FOOD SAFETY MANAGER (CFSM)

All food vendors preparing PHF on-site or selling non-prepackaged PHF are required to employ at least one person certified as a Bucks County Department of Health Certified Food Safety Manager (CFSM). This individual must have attended an approved food safety course (Conference for Food Protection), passed the applicable written exam, and been issued a BCDH CFSM certificate. The food vendor has 90 days from the date of licensing by this Department in order to comply with this requirement. You can contact the Department for the applicable CFSM forms or download them at:
<http://www.buckscounty.org/government/departments/HumanServices/HealthDepartment/Environmental/FoodEstablishment.aspx>.

F. TOILET FACILITIES

Vendors must have access to approved toilet facilities that are conveniently located at the market for employee use. If the market does not provide adequate toilet facilities, vendors must have written permission to use toilet facilities belonging to a nearby establishment. Hand washing sinks or chemically treated hand towelettes must be utilized after restroom usage and prior to resuming food handling duties.

G. GARBAGE/TRASH

Garbage, trash and refuse must be properly removed at least every 24 hours or more often if necessary.

1. **ALL** garbage, trash and refuse containing food wastes must be kept in a leak proof, insect and rodent proof, non-absorbent, rust and corrosion resistant container.
2. **ALL** refuse, trash and garbage receptacles must be kept covered with tight fitting lids.

**FARM/FLEA MARKET FOOD
VENDOR CHECKLIST**

By checking the “Yes” box and initialing the following statements certifies that you are responsible for the following requirements. All the following items are required. If the following items are not provided at the proposed location, the packet will not be approved or licensed for operation by BCDH.

1. Required fee, forms, applications and accurate sketches of vendor booth/location, restrooms and refuse locations (include all sinks and equipment) submitted? Yes _____
2. Leak-proof and insect/rodent-proof garbage/refuse facilities provided? Yes _____
3. Hand washing sink provided on-site (gloves for handling ready-to-eat foods)? Yes _____
4. Restroom facilities provided with adequate hand washing? Yes _____
5. If obtaining permission to use restrooms, letter of permission from owner submitted? Yes _____
6. Hot water temperature at faucets at least 100°F for hand washing 110°F for three compartment sink and prep sink (if applicable)? Yes _____
7. Submitted copy of your PA Sales and Use Tax license? Yes _____
8. Sewage collected and disposed of in a manner that will not create a public health nuisance? Yes _____
9. Probe thermometers provided for determining internal food product temperature and sanitizer test strips (if applicable)? Yes _____
10. Copy of CFSM certificate provided (if issued)? Yes _____
11. All foods prepared or purchased from an approved source. Yes _____
12. Copy of commissary food license, Dept. of Agriculture food registration or registered farm, if applicable, submitted? Yes _____