

Mobile Food Unit Plan Review Manual

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Based on the Conference for Food Protection 2012-2014

Plan Review Committee, Second Edition

MOBILE FOOD UNIT PLAN REVIEW MANUAL

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PREFACE

This document is intended to assist understanding by regulatory authorities and the food industry in the review, approval, and operation of a Mobile Food Unit. However, it does not establish regulatory requirements and the recommendations contained herein are not intended to supplant, or otherwise serve as, the rules and regulations applicable to food establishments in each state, local, or tribal jurisdiction.

This document:

- Describes effective processes for reviewing plans and applications for mobile food units offering food service for immediate consumption on or off the premise.
- Is intended to be consistent with the state license requirements for safeguarding public health and ensuring food is unadulterated and honestly presented when offered to the consumer. Terminology with respect to the word “shall” is based on the requirements within the ND Food Code.
- Is based on the Conference for Food Protection’s Plan Review Committee, published in 2014, and is accepted by the North Dakota Department of Health as best practices and recommendations for mobile food units to achieve conformance with the ND Food Code.

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Requirements provided in this document are consistent with [North Dakota Century Code \(NDCC\) 23-09](#) and the [North Dakota Food Code Administrative Code \(NDAC\) 33-33-04.1](#). The ND Food Code is based on the [2013 FDA Model Food Code](#) with modifications. Click the link "Download Food Code 2013" and the link "Download Food Code 2013 Supplement" for a complete copy of the FDA 2013 Model Food Code. Food Codes which are relevant for mobile food units are summarized in the FDA 2013 Annexes Chart 4-D.

Licensing requirements for temporary food service establishments¹, such as a temporary food stand and/or a pushcart, are not covered in this document. Contact your state or local health department regarding requirements for temporary food service ([areas of jurisdiction](#)).

DEFINITIONS

Commissary is a catering establishment, restaurant, or any other place in which food, containers, or supplies are kept, handled, prepared, packaged, or stored, including a servicing area or base of operation directly from which mobile food units are supplied or serviced.

Mobile Food Unit is a vehicle-mounted food service establishment designed to be readily movable. 'Vehicle-mounted' refers to a movable motor-driven or self-propelled vehicle that can change location and includes pulling an enclosed trailer or similar portable structure.

Food establishment means any fixed restaurant, limited restaurant, coffee shop, cafeteria, short-order cafe, luncheonette, grill, tearoom, sandwich shop, soda fountain, tavern, bar, catering kitchen, delicatessen, bakery, grocery store, meat market, food processing plant, school, childcare, or similar place in which food or drink is prepared for sale or service to the public on the premises or elsewhere with or without charge.

Servicing Area means an operating base location to which a mobile food unit returns regularly for such things as vehicle and equipment cleaning, discharging liquid or solid wastes, refilling water tanks and ice bins, and boarding food.

¹ **Temporary food service establishment** is any food service establishment that operates at a fixed location for not more than fourteen consecutive days (NDCC 23-09). This term includes temporary food stands and pushcarts. A pushcart is a non-self-propelled unit limited to serving non-TCS food or commissary-wrapped food maintained at proper temperatures.

Time/Temperature Control for Safety Food (TCS) means a food that requires time/temperature control for safety to limit pathogenic microorganism growth or toxin growth.

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INTRODUCTION

Mobile food units vary in size and complexity, are completely self-contained (kitchen on wheels), or may require use of approved commissary or servicing area. While they frequently operate at temporary food events, such as festivals or fairs, many operators seek to be licensed as year-round or seasonal food service operations.

This guidance document is designed to address the process for license approval, and the unique support service requirements that need to be met to obtain year-round or seasonal approval as a mobile food unit (MFU). The one unique characteristic of these units is that they are not situated in a fixed location with permanent water and sewerage connections but remain mobile and transitory by design.

SUBMITTING MOBILE FOOD UNIT PLANS

No person, firm, or corporation can operate a mobile food unit (MFU) where food or beverages are served to the public without a license from the regulatory authority.

Operators applying for an MFU license must submit plans for construction of a mobile food unit for approval by the state or local health department before construction begins (see [areas of jurisdiction](#)). Contact the appropriate city, township, or county to approve the location of operation.

The construction plans, specifications, and equipment for an MFU should include all the information necessary, such as outlined in this document, to demonstrate conformance with, and an understanding of, food safety provisions within the ND Food Code (See Sections 8-201.11 and 8-201.12). The regulatory authority may determine that a variance and/or a HACCP plan is necessary based on the type of proposed operation, proposed menu items, specialized processing methods, type of equipment, or may restrict the menu based upon the limitations of the MFU unit – the same as for any other food establishment operation.

Prior to giving approval to and issuing an MFU license, the regulatory authority is responsible for performing a pre-operational plan review and one or more pre-operational inspections consistent with Section 8-203.10 of the Food Code. The pre-operational review provides the regulatory authority the opportunity to discuss areas of concern with the applicant and should be conducted prior to the issuance of a license.

A regulatory authority may accept an approved pre-operational plan review and/or pre-operational inspection performed by another state, local, or tribal jurisdiction if all appropriate documentation is made available and compliance with applicable sections in Food Code requirements as outlined in this document are verified.

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COMMISSARY/SERVICING AREA

The regulatory authority may require that a MFU have an approved commissary or servicing area. This may not be a private residence and if located on a residential property must be completely separated from personal use areas. The commissary and servicing area is subject to inspection under the MFU license.

The commissary/servicing area must be a fixed facility such as a catering establishment, restaurant, shared kitchen, or other facility this is approved under the MFU license. The commissary/servicing area may not be a temporary establishment or a mobile type of establishment and must be operated in compliance with the ND Food Code and applicable regulations.

The commissary/servicing area can be as simple as a storage location for packaged food or as complex as a licensed catering kitchen; however, this will depend on the type of MFU it is providing a service to. A variety of services for the MFU include but are not limited to:

- Food and ingredients are kept, handled, prepared, cooking facilities are used, food is wrapped or packaged for service.
- Food storage such as refrigeration storage, frozen storage, ice bins, and dry storage.
- Single-service and single-use articles, containers, and food-contact equipment and supplies storage.
- Potable water for refilling water tanks is supplied, adequate plumbing for discharging liquid wastewater disposal, warewashing facilities are supplied for cleaning equipment and utensils, and garbage disposal.
- Overnight MFU parking, maintenance of the MFU, chemicals, other supplies, and personnel resources.
- Mop sink/utility room for vehicle and non-food-contact equipment cleaning.

The commissary/servicing area must be of such size and scope as to accommodate its own operation, as well as those of the MFU.

The regulatory jurisdiction (state, local, tribal) in which the commissary or servicing area (referred to as *commissary* throughout the remainder of this document) is located will issue the MFU license and this will be considered the base of operation.

MOBILE FOOD UNIT OPERATIONS – COMMISSARY NOT REQUIRED

The commissary requirement for a self-contained MFU may be waived by the regulatory authority based on a plan review and risk assessment of the mobile food operation, food preparation methods, food preparation and storage space, equipment, and menu, if the following is met:

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- a. The MFU must be fully enclosed (self-contained) except for necessary service windows, plumbed to meet all sink requirements of the ND Food Code, sinks are sized to properly clean all food-contact equipment and utensils, and the mobile unit is constructed in accordance with state plumbing codes, electrical codes, and fire codes.
- b. The MFU must be equipped as operating as a completely, self-sufficient mobile kitchen approved in all areas of ND Food Code by the regulatory authority. All food storage and preparation must take place in the MFU.
- c. Catering operations cannot be conducted from the MFU unless approved by the regulatory authority and adequate provision is made for the safe storage and handling of the large volume of foods associated with catered events.

MOBILE FOOD UNIT OPERATIONS – COMMISSARY REQUIRED

When a commissary is required by the regulatory authority, a license may be issued to an MFU and its commissary as one operation (one license). In some cases, each may be licensed separately, for example, under separate ownership. A MFU operator may use their own licensed restaurant or food establishment as their commissary or may use a shared kitchen as their commissary.

For shared kitchens, a Commissary Agreement must be signed by the commissary owner/operator (if not the same as the MFU owner/operator). An example of a Commissary Agreement Form is provided in **Appendix I**. Other formats of written agreements between MFU operators and commissary owners/operators are acceptable if approved by the regulatory authority.

The scope and frequency of services provided by both the commissary and the MFU must be determined at the time of plan review, included in the application, and must be based on the:

- Menu;
- Frequency of the MFU operation;
- Limitations of the MFU and the commissary; and
- How often the MFU will be returning to the commissary

A copy of the current license and most recent inspection report for the commissary that is approved for used by the MFU must be provided to the regulatory authority with the MFU application and plan review submittal, when applicable.

If the MFU is used at a fair, carnival, or other event where it does not or cannot return to the servicing area, the MFU must comply with the requirements of the regulatory authority.

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STRUCTURAL REQUIREMENTS FOR MOBILE FOOD UNITS

PREMISES

1. OVERHEAD PROTECTION

- a. Each individual piece of cooking and hot and cold holding equipment must be separately covered (cooker top, lidded holding compartment) or the structure of the MFU must have overhead protection (ceiling) (§§ 6-202.16; 6-201.12A; 3-305.11). Examples of acceptable overhead protection are roofs or other permanent structures, canopies, awnings, or attached umbrellas for units. Overhead protection may not always be suitable for use over frying or grilling operations that generate airborne grease. State/local fire codes may dictate specific limitations. MFUs must operate in compliance with all applicable gas hook-up and service, electrical and fire code requirements.
- b. For MFU operations that have self-service components, additional protection of individual food dispensing containers that are located beneath an awning or similar structure may be necessary (§ 3-306.12). Examples would be lidded dispensing containers and sneeze guards.

2. WALLS

- a. For self-contained MFUs, walls are required to protect against the elements, wind-blown dust and debris, insects or other sources that may contaminate food, food-contact surfaces, equipment, utensils, or employees.
- b. Walls must be smooth, durable, easily cleanable, and nonabsorbent. Pass-through windows may be installed in the walls and may require screening to prevent the entrance of insects (§§ 6-101.11; 6-201.11; 6-202.15; 6-202.16; 6-501.11).

3. FLOORS

- a. Unless otherwise approved, floors of self-contained MFUs must be designed, constructed, and installed so they are smooth, durable, and easily cleanable. Examples of acceptable floors are vinyl composition tile, commercial grade linoleum, or similar finish (§§ 6-101.11; 6-201.11; 6-501.11).
- b. The floor and wall junctures are to be coved and sealed (§ 6-201.13).
- c. Self-service, food delivery and dispensing units must be located on concrete, asphalt, or a similar non-absorbent surface that minimizes dust and mud. The service sites should be graded to drain away from the MFU.

4. VENTILATION AND FIRE PROTECTION

- a. State or local regulations shall govern ventilation and fire protection requirements at the MFU.
- b. Enclosed MFUs must comply with Section 6-304.11 of the Food Code.

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5. LIGHTING

- a. Adequate lighting by artificial or natural means is required.
- b. MFUs that are fully enclosed must be provided with artificial lighting.
- c. The lighting intensity shall be in accordance with Section 6-303.11 of the Food Code and shielding of the lights shall be in accordance with Section 6-202.11.

6. HANDWASHING FACILITIES

- a. At least one handwashing sink located onboard the MFU must be permanently installed, either free standing or installed into an approved counter, and in proximity and accessible during all hours of food service operations. The regulatory authority may require splash guards at handwashing sinks. (§ 5-203.11, § 3-305.11, § 4-903.11)
- b. Each handwashing sink must be provided with suitable hand cleaner, individual disposable towels, and a waste receptacle. A handwashing sign is to be posted at the handwashing sink. (§§ 6-301.11; 6-301.12; 6-301.14)
- c. Handwashing facilities shall be equipped to provide potable water at a minimum temperature of at least 100°F through a mixing valve or combination faucet. (§ 5-202.12)
- d. Hand-washing facilities must be provided at all toilet facilities used by the food employees. (§ 5-204.11 B) A handwashing sink provided at the toilet facility does not meet the requirement of a handwashing sink located in the MFU.

7. TOILET AND HANDWASHING FACILITIES

- a. Toilet and hand-washing facilities must be available for MFU employees along their route of service. (§ 5-204.11)
- b. The toilet facilities must be conveniently located to the food preparation and ware washing areas and meet all applicable sections of the Food Code and applicable regulations. (§ 6-402.11)

8. GARBAGE

- a. An adequate number of non-absorbent, easily cleanable garbage containers must be provided at the MFU. (§ 5-501.13)
- b. Garbage containers must be rodent-proof, non-absorbent, and covered when not in use. (§ 5-501.15)
- c. Grease must be disposed of properly and shall not be dumped onto the ground surface or into the sanitary sewer system.
- d. Final disposal facilities for garbage, grease, and other waste materials must be identified, approved by the regulatory authority, and used.

EQUIPMENT

Construction, maintenance, and cleaning of all equipment shall be in accordance with Chapter 4 of the Food Code and with the manufacturer's instructions. Equipment may be movable;

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however, it must be capable of being secured when the MFU is in transit to and from its service locations.

Hot and cold holding equipment, cooking facilities, preparation surfaces, and dispensing equipment must be appropriate for the types and quantities of food items being prepared and served at the MFU.

Equipment installed in a fully enclosed MFU must be sealed to facilitate cleaning as required in Section 4-402.11 and 4-402.12.

1. FOOD-CONTACT SURFACES

- a. All food-contact surfaces used in an MFU shall be designed, constructed, and maintained in accordance with Chapter 4 of the Food Code.
- b. Materials used in the construction of food-contact surfaces shall comply with Parts 4-1 and 4-2 of the Food Code and be smooth and easily cleanable.
- c. Surfaces shall be non-toxic, smooth, easily cleanable, free of rust, dents, or pitting, and durable under the conditions to which they will be exposed.

2. COOKING AND REHEATING EQUIPMENT

- a. Cooking and reheating equipment shall be installed and used in accordance with the manufacturer's instructions and shall meet all fire safety code requirements.
- b. The reheating equipment used on the MFU must be capable of heating all the TCS foods offered from the MFU to their required reheating temperature within two hours or less. (*§ 3-403.11*)
- c. The state or local fire safety or other designated authority must approve all cooking devices and their location within the MFU.
- d. If proper temperatures cannot be attained using the equipment on the MFU, then cooking and reheating must occur at the servicing area and will not be allowed on the MFU.

3. HOT HOLDING EQUIPMENT

- a. Equipment used at the MFU for hot holding must be capable of maintaining TCS foods at 135° F or above. (*§ 3-501.16*)
- b. Hot holding equipment shall be installed and used in accordance with the manufacturer's instructions and shall meet all fire safety code requirements.

4. COLD HOLDING EQUIPMENT

- a. Equipment used for cold holding at the MFU must be capable of maintaining TCS foods at 41° F or below. (*§ 3-501.16*)
- b. Refrigeration, such as mechanical, absorption or thermoelectric, shall be installed and used in accordance with the manufacturer's instructions.
- c. Each refrigeration unit must have a numerically scaled thermometer accurate to $\pm 3^{\circ}$ F to measure the air temperature of the unit. (*§ 4-203.12*)

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- d. If ice is used to cold hold TCS foods at 41° F or below, it must come from an approved source and be protected from contamination. (*§ 3-202.16*)
- e. Unpackaged foods may not be stored in direct contact with undrained ice, except as allowed for raw fruits and vegetables, and raw poultry and raw fish that are received on ice in shipping containers. (*§ 3-303.12*)
- f. After use as a medium for cooling the exterior surfaces of food, ice shall not be used as food. (*§ 3-303.11*)
- g. Low ambient air temperature, such as during colder months, should not be considered an acceptable alternate to cold holding equipment.

5. COUNTERS/SHELVES

- a. All food-contact surfaces shall be safe, corrosion resistant, nonabsorbent, smooth, easily cleanable, durable, and free of seams and difficult to clean areas.
- b. All other surfaces shall be finished so that they are smooth, nonabsorbent, corrosion resistant, and easily cleanable.
- c. Surfaces shall be constructed in compliance with Parts 4-1 and 4-2 of the Food Code.

6. WAREWASHING FACILITIES

- a. An MFU is required to install a three-compartment sink with drainboards, utensil racks or tables for soiled and clean equipment or submit a variance to modify or waive the requirement. Each compartment must be large enough to allow immersion of the largest utensil or piece of equipment used in the operation. The three-compartment sink must be supplied with water under pressure with a mixing valve. (*§ 4-301.12; 4-301.13*)

WATER SUPPLY, CAPACITY AND WASTEWATER DISPOSAL

1. POTABLE WATER

- a. Potable, drinking water is obtained from an approved source this is a public water system or nonpublic water system that is constructed, maintained, and operated according to law (*NDCC 23-09-10; 5-101.11*)
- b. An adequate supply of potable water meeting the requirements specified under Subparts 5-101, 5-102, and 5-103 of the Food Code shall be available on the MFU for cooking and drinking purposes; for cleaning and sanitizing equipment, utensils, and food-contact surfaces; and for hand washing.
- c. Each MFU must be equipped with a properly sized potable water holding tank, water pump, and water heater. The holding tank and water lines must be of food-grade quality. A unit may be directly connected to an approved external water system when available. (*5-301.11; 5-302.16*)
- d. A food grade tank, pump and hoses used for potable water shall be flushed and sanitized before being placed into service after construction, repair, modification, or periods of nonuse. (*5-304.11*)

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2. WATER SYSTEM

- a. The water supply system and hoses carrying water must be constructed with approved food-contact materials and must be installed to preclude the backflow of contaminants into the potable water supply. All units must have a three-compartment sink and hand sink supplied with hot and cold running water. (*§5-104.11, 5-104.12, 5-205.12; 5-301.11; 5-302.11; 5-302.14; 5-302.15; 5-302.16.*)
- b. A water heater must be adequately sized to meet the demands of the foodservice facility (5-103.11).
- c. All hose and other connections shall be installed, handled, and stored so that no contamination is created. (*§ 5-303.12; 5-304.13*)
- d. If approved by the regulatory authority, water supplied to an MFU need not be under pressure.

3. WASTEWATER DISPOSAL

- a. Equipment and facilities that generate liquid waste must be disposed of in an approved manner. (*§ 5-403.11*)
- b. Wastewater or grey water must be piped to a wastewater holding tank which is sized at least 15 percent larger in capacity than the water supply tank. (5-401.11)
- c. Wastewater shall be disposed in an approved wastewater disposal system in accordance with Section 5-401.11 of the Food Code.
- d. Wastewater must be removed from an MFU at an approved waste servicing area or by a sewage transport vehicle. (*§ 5-402.14*)
- e. Wastewater may not be dumped onto the ground surface, into waterways, or into storm drains, but shall be collected and dumped into an approved receptacle. (*§ 5-402.13*)

OPERATIONAL REQUIREMENTS FOR MOBILE FOOD UNITS

PERSONNEL

1. PERSON IN CHARGE

- a. The MFU must have a person in charge present during all hours of its operation. The person in charge shall be responsible for the overall operation of the MFU and for compliance with all health code requirements in accordance with Sections 2-101.11 through 2-103.11 of the Food Code.
- b. The menu and manner for transportation, storage, cooking, preparation, and service of the food and beverage items must be provided to the regulatory authority for evaluation and approval.
- c. Any changes to the menu must be submitted to and approved by the regulatory authority prior to their service.
- d. All food and beverage items to be offered at the MFU must be identified and approved by the regulatory authority during the application process and prior to an evaluation being conducted of the structural components of the MFU.

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2. HANDWASHING

- a. Food employees shall clean their hands and exposed portions of their arms immediately before engaging in food preparation including working with exposed food, clean equipment and utensils, and unwrapped single-service and single-use articles and as often as necessary to remove soil and contamination and to prevent cross contamination. (§§ 2-301.11, 2-301.12, 2-301.14, 2-301.15)

3. EMPLOYEE HEALTH

- a. Employees with communicable diseases which can be transmitted through food shall be excluded and/or restricted from food activities. (§§ 2-201.11, 2-201.12, 2-201.13, 2-401.12)
- b. Food employees who have an infected or open cut or wound on their hands or arms must have it properly bandaged and covered with an impermeable bandage if on the arms or an impermeable cover such as a glove and finger cot if it is on the wrists or hands.
- c. There must be employee practices and behaviors established that can help prevent the spreading of viruses and bacteria to food. The Centers for Disease Control and Prevention (CDC) and FDA cite six highly infective pathogens that can be easily transmitted by food employees and cause severe illness. These five pathogens known as the Big Six are Norovirus, the Hepatitis A virus, *Salmonella* Typhi, nontyphoidal *Salmonella* spp., *Shigella* spp., and *Escherichia coli* (E. coli) 0157:H7 or other Enterohemorrhagic or Shiga toxin-producing E. coli.
- d. Interventions must be used to prevent the transmission of foodborne illness. These interventions include (a) restricting or excluding ill food employees from working with food; (b) using proper handwashing procedures; and (c) eliminating bare hand contact with foods that are ready-to-eat (RTE).
- e. Proper management involves ensuring that food employees do not work when they are ill and having procedures for identifying employees who may transmit foodborne pathogens to food, other employees, and consumers. The PIC should be concerned with employees having the following symptoms: vomiting, diarrhea, jaundice (yellow skin or eyes), sore throat with fever, infected cuts and burns with pus on hands and wrists.
- f. Information and forms to aid in complying with Employee Health can be found online at <https://www.health.nd.gov/regulation-licensure/food-and-lodging/food-and-beverage-establishments>.

4. HYGIENE

- a. Food employees shall maintain a high degree of personal cleanliness and shall conform to good hygienic practices during all working periods. (§ 2-302.11)
- b. Food employees shall have clean outer garments, aprons, and effective hair restraints. (§§ 2-304.11, 2-402.11)
- c. Food employees are not allowed to eat (including chewing gum), drink, or use any

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tobacco in the food preparation and service areas. A food employee may drink from a closed beverage container if the container is handled to prevent contamination of the employee's hands; the container; and exposed food, clean equipment, utensils and single-service/single-use articles. (§ 2-401.11)

- d. All unauthorized persons are not allowed in food preparation and service areas. (§ 2-103.11)

5. NO BARE HAND CONTACT

- a. Employees preparing food may not contact exposed, ready-to-eat food with their bare hands and shall use suitable utensils such as deli paper, spatulas, tongs, single-use gloves, or dispensing equipment. (§ 3-301.11)

6. FOOD DEFENSE

- a. The MFU must be secured to prevent unauthorized access to food, equipment, utensils, and related items. (§ 2-103.11)
- b. Self-service operations at MFUs must be supervised at all times. (§ 3-306.13)
- c. Unauthorized personnel shall not be allowed at or in the MFU. (§ 2-103.11)

FOOD SOURCE AND TEMPERATURE CONTROL

1. APPROVED SOURCE

- a. The source of food on an MFU must be in compliance with Sections 3-201, 3-202 and 3-203 of the Food Code. All meat and poultry must come from USDA or state-inspected sources.
- b. Home-canned foods are NOT allowed, nor shall there be any home-cooked or -prepared foods or other cottage foods offered at the MFU.
- c. Ice for use as a food or a cooling medium shall be made from potable water.
- d. A private home may not be used for the storage of food or related items. Food and related items can only be stored on the secured mobile unit, at the servicing area, or commissary.
- e. There shall be no preparation of ice or other food items at a home or other unregulated location.

2. TEMPERATURE MEASURING DEVICES

- a. Temperature measuring devices, appropriate to the operation, must be used for monitoring temperatures for the types of TCS foods prepared and held at the MFU as specified in the Food Code. (§ 4-302.12)
- b. A thermocouple, thermistor or metal stem thermometer shall be provided to check the internal temperatures of TCS hot and cold food items. The temperature measuring device must be appropriate for the type of foods served such as for thin foods. (§ 4-302.12)
- c. Food temperature measuring devices shall be accurate to $\pm 2^{\circ}\text{F}$ and have a suggested range of 0°F to 220°F . (§ 4-203.11)

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- d. Regular calibration of the temperature measuring devices shall be accomplished to ensure accurate food temperature measurements.

3. HOLDING TEMPERATURES

- a. TCS food must be maintained at 135°F or higher or 41°F or below (§ 3-501.16), unless utilizing Time as a Public Health Control as specified in Section 3-501.19.

4. COOKING TEMPERATURES

- a. Food must be cooked to at least the minimum temperatures and times specified below, unless a consumer advisory is provided as noted in (b):
 - o **165°F for 15 seconds**--poultry; baluts, wild game animals; stuffing containing fish, meat, poultry or ratites; stuffed fish, meat, pasta, poultry or ratites as specified in 3-401.11 (A) (3) of the Food Code;
 - o **155° F for 15 seconds**--comminuted fish; comminuted meat (hamburgers); pooled raw eggs or as specified in Section 3-401.11 (A) (2) of the Food Code;
 - o **145° F for 15 seconds**-- fish; meat; pork; and raw shell eggs that are broken and prepared in response to a consumer's order for immediate service or as specified in Section 3-401.11 (A) (1) (a) and (b) of the Food Code.
 - o Roasts (whole beef, pork, cured pork (ham) and corned beef) must be cooked using the parameters specified in Section 3-401.11. Recommend contacting the regulatory authority for additional time/temperature options.
- b. Reference § 3-603.11 regarding specific consumer advisory language as applicable.

5. COOLING

- a. All TCS food which is pre-cooked and pre-cooled either on the MFU or at the Servicing Area should be pre-approved by the local regulatory authority.
- b. The person in charge must demonstrate that the facilities on the MFU or at the Servicing Area are adequate to cool TCS foods in accordance with Sections 3-501.14 and 3-501.15 of the Food Code.
- c. Cooling shall be done in compliance with Sections 3-501.14 and 3-501.15 of the Food Code. Cooked TCS food shall be cooled from 135° F to 70°F within 2 hours; and from 135°F to 41° F within a total of 6 hours or less.
- d. The regulatory authority may require time/temperature logs for TCS foods that are cooled.

6. REHEATING FOR HOT HOLDING

- a. Reheating shall be done in compliance with Section 3-403.11 of the Food Code.
- b. TCS food that is cooked, cooled, and reheated for hot holding shall be rapidly reheated so that all parts of the food reach a temperature of at least 165° F for 15 seconds. (§ 3-403.11)
- c. Un-opened, intact, commercially processed and packaged foods to be hot held shall be reheated to 135°F. (§ 3-403.11)

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- d. If proper reheating at the MFU cannot be accomplished, reheating TCS food must take place at the servicing area and the products hot held on the MFU unit at 135° F or greater. (§ 3-501.16)

7. THAWING

- a. Thawing shall be done in compliance with Section 3-501.13 of the Food Code.

FOOD EQUIPMENT AND UTENSIL REQUIREMENTS, STORAGE & HANDLING

1. CROSS CONTAMINATION

- a. Cross contamination prevention shall be in accordance with Section 3-302.11 of the Food Code.
- b. Food shall be protected from cross contamination during transportation, storage, preparation, holding, and display by separating different types of raw animal foods from ready-to-eat foods.
- c. Equipment and utensils (including knives, cutting boards, and food storage containers) must be thoroughly cleaned and sanitized after being used for raw animal foods and before being used for ready-to-eat food. (§§ 4-601.11; 4-702.11)

2. DRY STORAGE

- a. Storage shall be in compliance with Sections 3-305.11 & 4-903.11 of the Food Code.
- b. All food, equipment, utensils, and single-service items shall be properly stored including storage which is at least 6" off the ground or floor, protected from contamination, and provided with effective overhead protection.

3. FOOD DISPLAY

- a. All food shall be protected from customer handling, coughing, sneezing or other contamination by wrapping, the use of food shields or other effective barriers. (§ 3-306.13)
- b. Condiments must be dispensed in single-service type packaging, in pump-style dispensers, or in protected squeeze bottles, shakers, or similar dispensers which prevent contamination of the food items by food workers, patrons, insects, or other sources. (§ 3-306.12)

4. IN-USE UTENSIL STORAGE:

- a. In-use utensil storage shall be in compliance with Section 3-304.12 of the Food Code.
- b. Back-up utensils must be stored clean and dry and in a protected location. (§ 4-903.11)

CLEANING AND SANITIZING

Warewashing shall be done in compliance with Part 4-6 of the Food Code. Equipment food-contact surfaces and utensils shall be cleaned and sanitized when changing from working with

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raw foods to working with ready-to-eat foods; between uses with raw fruits and vegetables and with TCS food; before using or storing a food temperature measuring device; and if used with TCS food shall be cleaned throughout the day at least every 4 hours; and at any time during the operation when contamination may have occurred. (§ 4-602.11)

1. WAREWASHING

- a. Warewashing methods must be available to wash, rinse, and sanitize equipment and utensils that contact food. (Applicable sections in Chapter 4 FDA Food Code)
- b. For restricted MFUs, the commissary or servicing area should be used by the MFU for the cleaning and sanitizing of equipment and utensils if manual warewashing is not available on the MFU.
- c. Adequate spare utensils must be available within the MFU.
- d. A three-compartment sink is required for manual warewashing and must be supplied with hot and cold running water and approved wastewater disposal system must be available within the MFU unless a commissary or servicing area is approved for use (§ 4-301.12)

2. SANITIZING

- a. Approved sanitizers must be provided for sanitizing food-contact surfaces, equipment, and wiping cloths. (§ 7-204.11)
- b. Sanitizers are to be used in accordance with the EPA-registered label use instructions. (§ 7-202.12)
- c. An approved test kit must be available to accurately measure the concentration of sanitizing solutions. (§§ 4-302.14, 4-501.116, 4-703.11)

3. WIPING CLOTHS

- a. Wiping cloths that are in use for wiping food spills shall be used for no other purpose and shall be stored clean and dry or in a clean solution at the approved sanitizer concentration. (§ 3-304.14)

PREMISES

1. PERSONAL BELONGINGS STORAGE:

- a. Personal clothing and belongings must be stored in a designated place in the MFU away from food preparation, food service, dry storage areas, utensil and single-service and single-use item storage, and ware washing areas. (§ 6-403.11)

2. TOXIC MATERIALS:

- a. Materials necessary for the operation of an MFU shall be properly stored, labeled and used.
- b. Poisonous or toxic materials are to be properly labeled and stored so they cannot contaminate food, equipment, utensils, and single-service and single-use articles.
- c. Only those chemicals necessary for the food operation shall be provided.

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- d. Toxic materials must be labeled and located in accordance with Parts 7-1 and 7-2 of the Food Code.

3. PESTS

- a. The MFU must be maintained free of insects, rodents, and other pests. (*§ 6-202.15*)

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APPENDIX I. Mobile Food Unit/Temporary Food Service Establishment Commissary Agreement

Mobile Food Unit/Temporary Food Service Establishment (MFU/TFE) Information	
MFU/TFE Business Name	License Number
MFU/TFE Owner/Operator	Phone Number
MFU/TFE Mailing Address	Email Address
MFU/TFE Base of Operation/Physical Location	

The below listed facility will be providing the following services to the above-mentioned business owner/operator on a:

DAILY BASIS WEEKLY BASIS OTHER, explain: _____

Commissary Information*	
Name of Commissary	
Commissary Physical Location Address	
Commissary Owner	
Commissary Owner Phone Number	Commissary Owner Email Address
*If licensed as a food establishment, attach a current copy of the license to this agreement.	

Commissary will be providing the following (check all that apply):	
<input type="checkbox"/> Cleaning <ul style="list-style-type: none"> <input type="checkbox"/> MFU/TFE cleaning area <input type="checkbox"/> Mop sink/utility room <input type="checkbox"/> Utensil/Warewashing area 	<input type="checkbox"/> Storage <p>FOOD</p> <ul style="list-style-type: none"> <input type="checkbox"/> Refrigeration storage <input type="checkbox"/> Frozen storage <input type="checkbox"/> Dry storage <p>NON-FOOD</p> <ul style="list-style-type: none"> <input type="checkbox"/> Equipment, and supplies <input type="checkbox"/> Chemicals <input type="checkbox"/> MFU/TFE overnight storage
<input type="checkbox"/> Approved potable water source	
<input type="checkbox"/> Wastewater disposal	
<input type="checkbox"/> Garbage disposal	
<input type="checkbox"/> Food preparation area	

I give permission to the above listed MFU/TFE operator to use my establishment located at the above address for those services selected at the frequency indicated.

Commissary Owner Signature	Date
MFU/TFE Owner Signature	Date