

## MEMO

Date: April 11, 2010  
To: World Affair Temporary Food Service Operations  
From: Aaron P. Fister  
Re: World Affair May 14-16, 2010

- Temporary applications and fees for booths must be turned in by May 7<sup>th</sup>. [39.00 per booth]

Only exceptions are those doing less than 200 cubic feet of commercially pre-packaged non-TCS food items. [not coffee, ice – yes]

- Off site temporaries must be inspected by me before you begin preparing food.  
[Licensed kitchens are ok. If not, need another license for food prep. Many churches are exempt and they need a temporary license.]

Due to past problems during this event, the following standards must be followed in order for your group to participate.

1. Hand washing must be set up at each booth. This should be done first prior to operating. (dispensed water, catch bucket, soap and paper towels)
2. Three-compartment sink set up is required at all booths. This must be set up as Wash (soap and water) - Rinse (clean water) – Sanitize (approved sanitizer).
  - a. EPA approved sanitizers: Non-scented bleach, 5.25% or higher, quaternary ammonium tables or packets, di-tri-chloro packets;
  - b. Convention Center dish machine will be available too.  
[c. change water 2-4 hours, lasts longer in cold water.]
3. All food purchased and/or prepared must be from a licensed/approved facility/kitchen. [not home]
  - a. Off site locations must be licensed or you must purchase a temporary to use the facility for prep. If you don't know if the facility is licensed, call me, I can look them up if they are in Montgomery County or I can call the Health Dept in the county your site is in. Keep in mind that most churches are exempt from licensing in Ohio. This does not make it exempt from obtaining a "temp" for this event!
  - b. Food prepared and packaged off site must have correct labels indicating ingredients, especially allergens.
4. Food transported hot or cold must arrive hot or cold! Hot means 135F and cold means 41F or less. Temperature abused TCS foods will be discarded!

[Bill Carpenter mentioned he can calibrate thermometers.]

5. No bare hand contact with ready to eat foods. Must use utensils, gloves, deli paper, etc.

6. No left over foods will be permitted to be served the next day. All hot foods must either be consumed or discarded if not sold by the end of the night. Any left over hot food will be ordered discarded.

7. No eating in the booths. Drinks are allowed if kept away from food and food preparation areas.

8. Added – No dumping of food in the Convention Center’s sinks. Scrape food into the trash.

9. Prepare small portions of food. Do not leave large amounts of food sitting out. Food should be under some type of time/temperature control.

10. Do not overfill refrigerators. It helps to place food that is already cold into the refrigerators.

11. Provide a thermometer(s) to monitor cooking and holding temperatures.

TCS = Time Control Sensitive or maybe Temperature Control Sensitive

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