

Special Events Guidelines

Simcoe Muskoka District Health Unit has developed guidelines to assist special event coordinators and vendors in reducing the risk of foodborne illness. Below is a quick list of required food-handling practices that will help you to have a safe event.

INSPECTED SOURCE

- ✓ All food for events must come from an inspected food premises.
 - Inspection reports can be reviewed at www.inspectionconnection.ca
- ✓ Food prepared at home is NOT acceptable
- ✓ Use precooked meats and meat products. They are safer than raw products
- ✓ Keep receipts for proof of purchase
- ✓ Ungraded eggs, raw milk and uninspected meats are prohibited

TRANSPORTING FOODS

- ✓ “Keep Cold Foods Cold and Hot Foods Hot” (cold foods 4°C or colder, hot foods 60°C or hotter)
- ✓ Transport food in insulated coolers or insulated units to ensure all food is maintained at proper temperatures
- ✓ Provide storage thermometers inside all cold holding units

FOOD TEMPERATURES

- ✓ Do not use heat lamps for hot holding food items.
- ✓ Covered chafing dishes can be used with sterno heaters (warming gels)
- ✓ Use probe thermometer to confirm minimum internal final cooking and reheating temperatures

Food Products

Minimum internal cooking and Reheating Temperature

Ground poultry, poultry products	74°C (165°F)
Mixture containing two or more of these items: poultry, egg, meat, fish	74°C (165°F)
Hamburgers, pork, pork products & ground meat other than poultry	71°C (160°F)
Other hazardous food (beef, lamb, rice, seafood, etc.)	70°C (158°F)

FOOD PROTECTION

- ✓ Cover all food to protect it from potential contamination using food grade materials
- ✓ Provide single-use utensils (i.e. disposable plates and cups) for customers
- ✓ Separating raw from ready-to-eat food by using different work tables or surfaces to prevent cross-contamination
- ✓ Handle food with utensils to minimize direct hand contact
- ✓ Keep all food in clean, washable, sealable containers and stored a minimum 15cm off the ground.
- ✓ Protect food from potential contamination due to outdoor conditions (i.e. rain, wind, dust, insects, and rodents)

FOOD HANDLER HYGIENE AND HANDWASHING

- ✓ Provide designated hand washing station in food preparation area supplied with liquid soap, potable water under pressure and paper towels
- ✓ Wastewater from the handwashing sink must be disposed of in a sanitary manner such as sewers or toilets, not on the ground or in recreational waters
- ✓ Wash hands often - before preparing and handling food; and after washroom or breaks
- ✓ Gloves and hand sanitizers do not replace hand washing. Gloves must be changed after each task
- ✓ Wear clean outer garments and keep hair confined
- ✓ Smoking is not permitted within the booth or wherever food is stored, prepared, & served

DISHWASHING EQUIPMENT

- ✓ Provide a two-compartment sink as required for washing and sanitizing utensils
- ✓ Detergent soap supplies and an approved sanitizer must be available. An approved sanitizer for the second sink can be made with approximately 2 ml (½ teaspoon) of 5.25% household bleach mixed with 1 litre (4 cups) of water. An alternative to household bleach is quaternary ammonium, following manufacturer's directions

OTHER REQUIREMENTS

- ✓ Provide test strips and sanitizing solution in a properly labelled spray bottle or bucket for sanitizing food contact surfaces (i.e. 2ml of 5.25% household bleach for 1L of water)
- ✓ Provide adequate, durable, leak-proof garbage containers with lids (i.e. tamper proof containers)
- ✓ Ensure water supply comes from a safe drinking water source. Use only food grade hoses
- ✓ Wastewater must be disposed of in a sanitary manner (i.e. toilets/sewers)
- ✓ Adequate lighting and ventilation are required
- ✓ Compliance with municipal bylaw and Fire Code as required

FOOD VENDOR CATEGORIES

All food vendors at Special Events within Simcoe Muskoka fall into one of the following categories.

- 1) **Vendors preparing and selling raw hazardous products** (i.e. meat, poultry, fish, eggs and dairy) – Vendors must be in full compliance with food premise regulations. A copy of the food premise regulations can be found at <https://www.ontario.ca/laws/regulation/R17493>
- 2) **Vendors operating less than 14 days within a calendar year and sell only pre-cooked products and non-hazardous foods** (i.e. pre-cooked sausage, pre-cooked hamburgers, and sliced fruit). Vendors will be required to have a temporary hand sink (i.e. jug with spigot and bucket to capture grey water), liquid hand soap and paper towel. A two compartment sink is required if it is determined that the number of utensils is not adequate for a working day.
- 3) **Vendors operating more than 14 days within a calendar year and preparing and selling pre-cooked hazardous products and non-hazardous products** (i.e. precooked sausage, precooked burgers, sliced fruit, cotton candy). Vendors would be considered a food premises and must comply with the [food premise regulations](#). **Note:** Section 2 and 3 of the Food Premises Regulation outline exemptions from the hand basin and utensil washing sink requirements.
- 4) **Existing food premises** may prepare and sell food in front of their premises for 14 days or less per calendar year as long as they provide a temporary hand basin.

Local service clubs, religious or fraternal organizations may be exempt from the food premise regulations. They will be required to post a sign indicating they are not inspected by the Simcoe Muskoka District Health Unit.

ALCOHOL SERVICE

- ✓ Protect yourself by following the Alcohol and Gaming Commission of Ontario regulations. Plan safe transportation options and consider potential areas of risk (i.e. alcohol service and sports)
- ✓ Promote responsible drinking by offering low cost non-alcoholic drinks, access to free water and serving standard size alcohol beverages
- ✓ Create a family friendly environment for all ages by minimizing visible alcohol marketing and promotions

SMOKE-FREE ONTARIO ACT COMPLIANCE

- ✓ Effective January 1, 2015 an outdoor area operated as a patio by a food vendor shall be smoke-free. Smoking is prohibited on patios where food and drink is served including outdoor areas where seating and/or tables are provided for patrons to consume their meal or beverage. Failure to post provincial smoke-free signs on the patio or allow a person to smoke or hold lighted tobacco on the patio is a violation of the law with fines commencing at \$305.00.
- ✓ All work places (including work vehicles) and public places are required to have provincial smoke-free signs (available from the health unit) posted at entrances, exits and washrooms. This applies to buildings, tents, portable toilets and any other indoor area to which the public has access or is a workplace.
- ✓ Cigarettes and other tobacco products cannot be sold without regulatory compliance with the Smoke-Free Ontario Act (SFOA) and the Tobacco Tax Act (TTA) as enforced by health unit tobacco enforcement and the Ministry of Finance. Failure to post provincial signs (available from the health unit) as required by the SFOA or comply with tax and retail requirements as required by the TTA are serious offences under provincial law including the offence of selling tobacco to a minor.
- ✓ It is against the law to promote or display tobacco brands and tobacco products in Ontario at places of entertainment and within tobacco retailer premises.

ELECTRONIC CIGARETTES ACT COMPLIANCE

- ✓ Effective January 1, 2016, it is illegal to sell or supply electronic cigarettes and component parts (e.g. battery, atomizer) to anyone under 19 years of age. Fines commence at \$365.00 for illegal sale of electronic cigarettes and component parts to a minor. Provincial signs for electronic cigarette retailers are available from the health unit. Fines commence at \$240.00 for failure to post required provincial signs.

For more information contact Health Connection 705-721-7520 (1-877-721-7520) ext. 8811 to speak with a public health inspector.