

APPROVAL INSPECTION CHECKLIST FOR SPECIAL EVENTS & TRADE SHOWS

Food booths must be ready for approval inspection 1 hour prior to event starting.

- All foods must be prepared in an approved facility using ingredients from an approved source.
- All foods must be protected from contamination (i.e. public handling, coughing, sneezing, dust, etc.) during preparation, processing, storage, display and transportation.
- Foods and utensils must be stored in a sanitary location off the ground and separate from all chemicals and staff personal items.
- All perishable foods (i.e. seafood, meats, dairy products, etc.) must be kept & transported at temperatures below 4°C (40°F) or above 60°C (140°F) and in a manner that prevents contamination.
- All booths handling perishable foods must have **Food Storage Temperature Record Charts** in sufficient quantities.
- A suitable thermometer that is capable of measuring temperatures between 0°C (32°F) and 100°C (212°F) is required for perishables (i.e. digital probe thermometer or infrared)
- All booths handling unwrapped food require a suitable handwash station. Handwash stations must be provided with liquid soap and single use towels in proper dispensers.
- Hot and cold water must be functioning at all utensil washing sinks and handwash stations.
- Water supplied to concessions must be potable and all water lines must be of potable water grade material. All lines must be sanitized with an approved solution prior to operation.
- An approved sanitizer & sanitizer test strips must be available on site for utensil washing and sanitizing of surfaces. Surface sanitizer should be pre-mixed and readily available (i.e. spray bottle). **Examples of approved sanitizers** are:
 - 100ppm chlorine solution (½ teaspoon household bleach per litre water)
 - 200ppm – 400ppm quaternary ammonium solution
 - 12.5ppm iodine
- Liquid waste must either be discharged directly to an approved sanitary sewer or stored in a totally enclosed waste water holding tank and dumped as necessary into an approved sanitary sewer.
- All surfaces must be of smooth, washable construction and in good repair.
- All floor surfaces must be durable, smooth, easily cleanable, waterproof material and constructed in a manner to prevent contamination from rain. Events that run one day or less may be exempt at the discretion of AHS.
- Adequate numbers of garbage containers must be provided for operators and customers.
- All lights must be shatterproof or provided with protective covers.
- At least one food handler in charge should have successfully completed one safe food handling course provided by or satisfactory to AHS. It is recommended that all food handlers take the basic food handler course.

Note: All booths should be advised that they **are not to operate prior to approval** from Alberta Health Services. Foods handled prior to approval may be discarded by the Public Health Inspector.