

**Checklist for**  
**Mobile Food Facilities**  
**In PA**



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This code has special provisions for *mobile food facilities*. This document is not intended to be an all-inclusive list of requirements for mobile food facilities, but instead is intended to be brief guidance of minimum facility and operating practices.

## DEFINITIONS

**Mobile Food Facility (MFF)** – Generally, any stationary, movable or temporary food facility – such as a stand, vehicle, cart, basket, box or similar structure from which food is stored, prepared, processed, distributed or sold.

**Temporary food facility (TFF)**--A food facility that operates for a period of **no more than 14 consecutive days** in conjunction with a single **event or celebration** (such as a fair, festival, carnival or other transitory gathering).

NOT ALL MOBILE UNITS QUALIFY AS TFFs.

## GENERAL

- A. All mobile food facilities must submit a plan review and gain approval prior to operation.
- B. A person-in-charge (PIC) must be present in the facility at all times.

## EMPLOYEE HEALTH

- A. All persons with signs, symptoms or diagnosis with any foodborne illness must report to the PIC
- B. The PIC is responsible for reporting diagnosis of illness to the Department and imposing any exclusions and restrictions on the ill employee according to Chapter 46, as necessary.

## PHYSICAL FACILITIES

### A. Floors, Walls and Ceilings

- a. Floors, walls and ceilings must be smooth and easily cleanable.
- b. Outer openings shall be no larger than necessary to carry out the food operation.
- c. **Mobile units not qualifying as TFF** must be fitted with closed, tight-fitting windows and doors. If windows or doors need to be opened for ventilation or other reasons, such as service to the customer, then screens, air curtains or other effective means must be present to protect the interior of the unit. This does not apply however, if insects, rodents and other animals are **absent** due to the location of the facility, the weather or other limiting conditions.
- d. **In a mobile unit qualifying as a TFF** –follow the outer opening protection requirements available in the TFF checklist.

- e. When the mobile unit is in motion, openings must be covered with a solid material, such doors, plastic etc, to protect the unit from windblown dust and debris during travel. The drivers' compartment and food preparation area must be protected against airborne contaminants and vermin, if not separated from the food facility portion of the unit.

**B. Handwashing Facilities**

- a. Each MFF must have a handwash sink with hot and cold running water under pressure. MFF qualifying as a TFF need not have water under pressure.
- b. The water system must be a closed system from filling outlet to discharge outlet.
- c. Each sink must have a sign indicating, "Employees must wash hands".
- d. Each sink must be supplied with clean, potable, warm (100°F) water for employee handwashing.
- e. Each handwashing station must include: soap, single use paper towels, and a waste receptacle.
- f. Each handwashing station must have an acceptable water supply and waste water collection container.

**C. Other Requirements**

- a. All power equipment shall be installed to eliminate the danger of electrical shock.
- b. Hot and cold storage facilities must be capable of operation at all times.
- c. All outdoor service areas, such as condiment areas, require overhead protection and the food must be fully covered, protected, and with adequate serving utensils.

**WATER, SEWAGE, AND REFUSE**

**A. Water Supply**

- a. All MFF must be provided with hot (110°F) and cold running water under pressure within the unit. The hot water facilities shall be functional when the vehicle is mobile or stationary.
- b. The water system must be closed from filling outlet to discharge outlet.
- c. Separate hoses must exist for filling the water tank and flushing the retention tank.
- d. The water-filling inlet must be designed to protect from contamination, and provided with a hose connection of different size and type from the waste retention tank flushing connection.
- e. The water storage tank shall have a minimum capacity for one day's use.
- f. Backflow / backsiphonage must be installed as required to protect the water supply.

**B. Sewage and Waste Water**

- a. A waste tank having a minimum of 15% greater capacity than the fresh water supply container (plastic, galvanized, etc.) must be provided.

- b. All wastewater must be disposed of in a sanitary sewage system outlet (not on the ground or into a storm drain).

**C. Refuse:**

All MFF must be supplied with an easily cleanable and leak-proof waste and refuse container with a tight fitting lid. The lid must be in place when not in immediate use.

**DISHWASHING FACILITIES**

- A. Single service articles must be used unless adequate dishwashing facilities are available and used.
- B. Adequate facilities include a three-compartment sink (separate from the handwash sink) set up for accomplishing a three-step method of dishwashing. Where only spatulas, tongs and similar devices are washed and sanitized, and only stationary equipment must be cleaned, a two-compartment sink may be approved.
- C. A MFF may use a cleaning depot site located in another area as long as suitable numbers of utensils and equipment are provided on the MFF in case of accidental contamination and the unit returns to the depot at the end of the business day for cleaning.
- D. Sanitizers (Quaternary Ammonia, Chlorine) used in the 3 step cleaning method or for any food contact surface cleaning must be available at all times, approved and used appropriately.
- E. Appropriate sanitizer testing devices (strips, titration kits) must be available on the MFF at all time.

**EQUIPMENT**

- A. All equipment must be easily cleanable, durable, free of breaks, cracks & crevices, made of appropriate materials, well constructed, and adequate for the intended use.
- B. All equipment must be appropriately maintained.
- C. All equipment shall be installed according to all appropriate federal, state or local code requirements for construction and fire safety. The MFF owner is responsible to ensure these requirements are met.
- D. All cooking units must be capable of cooking food to appropriate temperatures.
- E. Refrigeration and cold holding units must be capable of reaching and maintaining 41°F or below when in use. Hot holding units must be capable of holding foods at 135°F or above.
- F. Each hot holding or cool holding unit be supplied with an accurate, easily readable thermometer.
- G. In situations where outdoor barbeque pits or grills are going to be used, the grill or pit must have overhead protection such as, grill cover lids, awnings, building structures, etc... that are fire retardant and can be cleaned free of grease residue. Preparation at the grill may not occur. Foods must be removed and placed in protected locations of the MFF for further preparation, cutting or service.

## FOOD AND ICE

- A. All food must be clean, wholesome, free from spoilage, free from adulteration, and safe for human consumption.
- B. All food shall be from approved sources. Food prepared in a private home can only be used if that facility is licensed/ registered and inspected by the Department. Un-inspected foods MAY NOT be sold from a retail food facility.
- C. All ice must come from a source approved by the Department. All ice used in drinks or for any other purposes where ice will be consumed must be received packaged.
- D. Food must be protected from contamination at all times during storage, preparation, cooking, serving and display.
- E. All perishable, potentially hazardous foods must be kept cold (41°F or below) or hot (135°F or above) at all times.
- F. No bare hand contact is allowed on any ready to eat food. Gloves or utensils must be used.
- G. Stockpiling of hot dogs, sausages etc... for stock or display is prohibited, unless all areas of the food (surface and interior) are above 135°F or below 41°F.
- H. All frozen foods shall be thawed using proper procedures as outlined in Chapter 46. All hot foods to be cooled shall be cooled rapidly using proper procedures as outlined in The Food Code.
- I. All foods must be covered when not in use, or not in the 'cooling' process.
- J. Packaged foods, including drinks, whose packaging is NOT subject to the entry of water because of the nature of the container or packaging, (ex: hermetically sealed cans or bottles) may be stored in ice. Continuous draining of melting ice reduces the potential for contamination, therefore in these situations; it is recommended that ice bins be effectively drained.
- K. Ice used in the preparation of drink beverages or for other purposes where ice will be consumed MUST be stored in a clean, easily cleanable, non-porous, closed container made of approved materials. Galvanized metal coolers may not be used to store potable ice. An ice chest may be used for this purpose.
- L. ALL ice must be dispensed with an ice scoop having an appropriate handle. Scoops may be stored in the ice with the handle up out of the ice OR outside the ice on a clean surface protected from contaminants.
- M. Ice used as a coolant may not be used in drinks or as ingredients in food. Ice as a coolant is considered non-potable.
- N. Personal food and drinks MAY NOT be stored in potable ice chests.