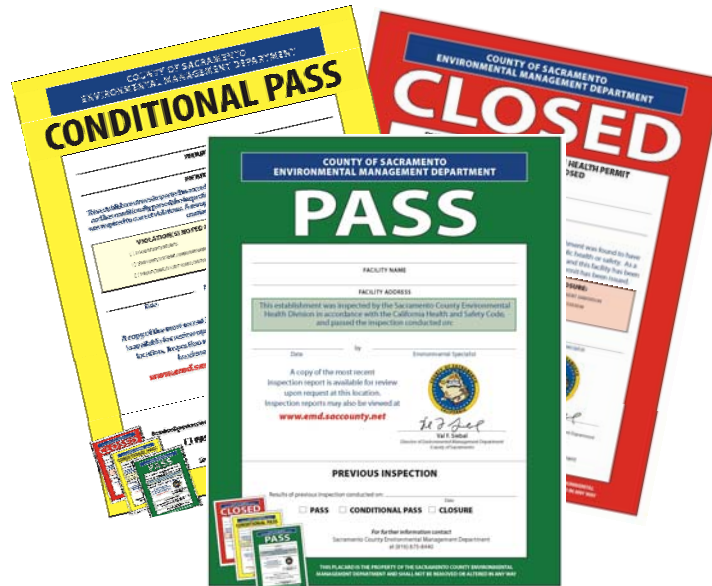


RETAIL FOOD INSPECTION FIELD GUIDE



Placarding System for the Disclosure of Inspection Results

**County of Sacramento
Environmental Management Department
Environmental Health Division
Consumer Protection Program**



December 1, 2006

Dear Sacramento County Retail Food Facility Owner/Operator:

The Sacramento County Environmental Management Department's Food Program is pleased to present you with our *Retail Food Inspection Field Guide*. This guide is designed to help you succeed with the new system of color-coded inspection placards. Beginning January 2, 2007, the results of your routine health inspections will be disclosed to the public via color coded placards. These placards will be posted in public view by your health inspector during your routine health inspection.

The enclosed guide provides a reference list of some of the key elements of food safety, as well as, examples of common violations. The reference list should help you prepare for future inspections.

The Sacramento County Environmental Management Department is prepared to help you with this transition, if you have any questions please call (916) 875-8440.

Sincerely,

A handwritten signature in black ink, appearing to read "John Rogers". The signature is fluid and cursive, with the first name "John" being more prominent than the last name "Rogers".

John Rogers, Chief
Environmental Health Division

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INTRODUCTION

The Sacramento County Environmental Management Department is dedicated to improving the quality of life and ensuring the public health and safety for all residents and visitors of the County, through education, surveillance, enforcement and community service.

While the food supply in the United States is one of the safest in the world, Centers for Disease Control and Prevention (CDC) estimates that approximately 76 million people suffer from food-borne illness each year. Of these, more than 300,000 are hospitalized, and 5,000 die. Preventing food-borne illness and death remains a major public health challenge.

The Centers for Disease Control and Prevention have identified five food-borne illness risk factors and public health interventions. Emphasis on these five risk factors during inspection of a retail food establishment should lead to a reduction in the behaviors and practices that lead to food-borne illness.

The five most common CDC risk factors are:

1. Improper Holding Temperatures
2. Inadequate Cooking
3. Poor Personal Hygiene
4. Contaminated Equipment
5. Food from Unsafe Sources

It is the responsibility of the Sacramento County Environmental Management Department to conduct routine inspections of retail food establishments in Sacramento County to ensure compliance with the California Health and Safety Code and the Sacramento County Code. The Sacramento County Retail Food Inspection Field Guide is intended to provide guidance to food service operators in matters related to retail food inspections, placarding and common terminology. This guide has also been developed to improve standardization of routine inspections of retail food facilities by providing a reference list of common violations.

This guide will also provide specific criteria for Sacramento County health inspectors to reference when issuing color-coded inspection placards to retail food establishments. The procedures outlined in this field guide are to be used in conjunction with the Sacramento County Food Facility Official Inspection Report (OIR). The guidelines provided are not intended to be all-inclusive due to the fact that individual establishments and the severity of their violations can vary greatly.

POSTING OF COLOR-CODED PLACARDS FOR DISCLOSURE OF INSPECTION RESULTS

Placards will be issued following each inspection and will be required to be posted in a location that is visible to the public prior to entering the facility.



Green Placard: No more than one *major violation* was observed during the inspection, major violation was corrected or mitigated during the inspection.

Yellow Placard: Two or more *major violations* were observed during the inspection. *Major violations* were corrected or mitigated during the inspection. A reinspection will be conducted within 24 to 72 hours.

Red Placard: Closure of the facility due to immediate danger to public health and safety.

The placard shall be posted so as to be clearly visible to the general public and to patrons entering the food establishment. Acceptable methods of posting include the following:

- Posted in the front window of the food establishment within 5 feet of the front door.
- Posted in a display case mounted on the outside front wall of the food establishment within 5 feet of the front door.
- Posted in a location approved by the Environmental Management Department to ensure proper notice to the general public and to patrons.

COMMON TERMINOLOGY

Approved Source is a producer, manufacturer, distributor, or other food facility that is properly licensed or permitted by local, state or federal agency.

California Uniform Retail Food Facilities Law is part of the California Health and Safety Code addressing the regulation of food establishments.

Cross Contamination is the transfer of harmful microorganisms from one food to another.

Diligent Preparation is a process in which a food handler is actively engaged in the preparation of a food item.

HACCP Plan is a written document that details the formal procedures for following the Hazardous Analysis Critical Control Point (HACCP) principles that were developed by the National Advisory Committee on Microbiological Criteria for Foods.

Major Violations are directly related to one of the five CDC risk factors. Major violations pose an immediate threat to public health and have the potential to cause food-borne illness. A major violation must be corrected or mitigated during the inspection in order to avoid closure. When a major violation cannot be immediately corrected or mitigated, the food facility or the impacted areas may be subject to closure until the violation is corrected.

Minor Violations do not directly cause food-borne illness, but are important factors in providing safe, wholesome and unadulterated food products.

A **Potentially Hazardous Food (PHF)** is a food that is in a form capable of

1. supporting rapid and progressive growth of infectious or toxigenic microorganisms that may cause food infections or food intoxications, or
2. supporting the growth or toxin production of *Clostridium botulinum*.

Potentially hazardous foods do not include foods that:

1. have a pH level of 4.6 or below, or
2. have a water activity (Aw) value of 0.85 or less under standard conditions, or
3. are in hermetically sealed containers processed to meet the commercial sterility standard, or
4. have been shown through appropriate microbiology challenge studies not to support the rapid and progressive growth of infectious or toxigenic microorganisms

Voluntary Condemnation and Destruction (VC&D) is a voluntary action taken by an operator to dispose food suspected to be unsafe, spoiled or adulterated.

TIME/TEMPERATURE (PHF)

1. Potentially hazardous food (PHF) held at proper temperatures

CURFFL
113995
113997

- *PHF shall be held at 41°F or below or at 135°F or above.*
- *The following food can be held at 45°F or below: unshucked live molluscan shellfish, food held in serving lines and salad bars, pasteurized milk and pasteurized products held in unopened containers and raw shell eggs.*
- *Exceptions to these holding requirements include times of diligent preparation, and cooling, when time is used as a public health control or when the facility operates pursuant to an approved HACCP plan.*

Major Violations:

Potentially hazardous hot food is held at 129°F or below, as a result of an entire process or unit not maintaining adequate temperature.

Potentially hazardous cold food is held at 51°F or above, as a result of an entire process or unit not maintaining adequate temperature.

Examples:

- 2 or more different food items in hot holding unit at 120 °F.
- 2 or more different food items held in deli display case at 55 °F.
- One quart of beef gravy in steam table (10 servings) held at 90 °F.
- Two or more sandwiches held between 51°F and 124°F.

Minor Violation:

Potentially hazardous food held at or between 130°F - 134°F.
PHF held at or between 42°F - 50°F.

Note:

With all temperature holding situations, time is also a factor. Judgment may be exercised when:

- Food is left at ambient temperatures for over four hours and the temperature is still in the minor violation range (between 130°F – 134°F or 42°F – 50°F).
- When food is being handled according to a HACCP plan.

2. Cooling

**CURFFL
114002**

All PHF shall be rapidly cooled from 135°F to 41°F or less within 6 hours provided that the food is cooled from 135°F to 70°F within the first 2 hours. This may be accomplished by placing food in shallow containers, separating food into smaller portions, adding ice as an ingredient, use of an ice bath with frequent stirring, using rapid cooling equipment, using containers that facilitate heat transfer, or as part of an approved HACCP plan.

Major Violations:

- A large pot of beans is found in the walk-in refrigerator at 2pm. The core temperature of the pot is 90°F and it is determined that the pot was placed in the refrigerator at 10am.
- PHF on food preparation table at 115°F, no approved cooling method in place.

Minor Violation:

- PHF cooled using incorrect practices but discovered by the inspector *while* temperatures are still in a safe temperature range.

NOTE:

If the food establishment does cool PHFs, but cooling was not observed during the inspection, the inspector should inquire about the cooling methods used by the facility to ensure proper procedures are used. If possible, the inspector should also plan to vary the time that the next routine inspection is conducted, so cooling procedures can be observed.

3. Thawing

CURFFL 114085

Potentially hazardous frozen foods must be thawed properly using one of the following processes:

- Under potable running water for a period not to exceed 2 hours. Water temperature must be 75°F or below, with a velocity sufficient to agitate and float loose particles away from the food.*
- As a part of the cooking process,*
- In a refrigerator at 41°F or below,*
- In a microwave as part of a continuous cooking process.*

Major Violations:

Any deviation from approved thawing procedure that results in a potentially hazardous food being held at 51°F or higher.

Example:

- PHF thawed at room temperature and food temperature is at 55°F.

NOTE: A major thawing violation MAY NOT also be noted as a temperature holding violation.

Minor Violations:

- PHF thawing under warm running water and the food is still below 51°F.
- PHF thawing in standing water and the food is still below 51°F.

4. Time as a Public Health Control

**CURFFL
113995(d)(3)**

PHF may be held at temperatures other than those specified in 113995 (a), (b), (c) when time only, rather than time in conjunction with temperature, is used as the public health control for a working supply of PHF before cooking, or for ready-to-eat PHF that is displayed or held for service for immediate consumption, but only if all of the following are met:

- The food should be marked or otherwise identified to indicate the time that is four hours after the time when the food is removed from temperature control*
- The food shall be cooked and served, served if ready to eat, or discarded, within four hours after the time when the food is removed from temperature control*
- Food in unmarked containers or packages, or marked to exceed a four hour time limit shall be discarded*
- Written procedures that ensure compliance for food that is prepared, cooked, and refrigerated before time is used as a public health control shall be maintained in the food facility and made available to the enforcement agency upon request.*

Major Violations:

- PHF stored at room temperature for customer self service-
PHFs found without time labels.
Note: The food items would have to be discarded (see Voluntary Condemnation & Destruction Form). The inspector should determine how long the PHF has been out of temperature control. If it can be confirmed, either by the time of day or by the temperature of the PHF, that the food has been out of temperature control for less than 4 hours, the food item may be placed in refrigeration or in a hot holding unit (after proper reheating to 165°F) in lieu of discarding the PHF.
- PHF kept at room temperature for a time exceeding that indicated by four hour time labels/time logs.
Note: The food items must be discarded (see Voluntary Condemnation & Destruction Form).
- Large quantities of shell eggs left out at room temperature on cook's line, usually in anticipation of a busy meal period.
Note: During a busy meal period some eggs may be left out to be used during active preparation. The quantity of eggs left out should be consistent with no more than a 2 hour preparation period.

Minor Violation:

- Facility not adhering to established/approved HACCP plan, but still operates within 4 hour time/temperature control parameters

ADEQUATE COOKING

5. Cooking Temperatures

***CURFFL 113996,
FDA Food Code
3-401.11***

The cooking temperature / time requirements for each raw animal species are as follows:

- *Ground meat or any food containing ground meat shall be heated to a minimum internal temperature of 157 °F, or 155°F for 15 seconds.*
- *Eggs and food containing eggs shall be heated to a minimum internal temperature of 145°F.*
- *Pork shall be heated to a minimum internal temperature of 145°F for 15 seconds.*
- *Poultry, ground poultry, stuffed fish, stuffed meat, stuffed poultry and any food stuffed with fish, meat or poultry shall be heated to a minimum internal temperature of 165°F.*
- *When foods containing raw or incompletely cooked animal tissue are prepared in a microwave oven, they shall be heated at a minimal internal temperature of at least 165°F.*
- *Whole beef roasts, corned beef roasts, pork roasts, and cured pork roasts such as ham shall be heated to a minimal internal temperature of 130°F for a minimum of 112 minutes. When holding minutes are lowered adjustments to minimum temperature must be made. (see FDA Food Code 3-401.11)*

Exceptions:

- *The consumer specifically orders that the food be individually prepared less than thoroughly cooked.*
- *The food facility notifies the consumer, orally or in writing, at the time of ordering, that the food is raw or less than thoroughly cooked.*

Major Violations:

Any variation below the minimum standards set forth by CURFFL section 113996 and/or FDA Food Code 3-401.11. The cooking temperatures of foods must be measured to determine compliance or noncompliance. Do not rely upon discussions with managers or cooks to make a determination of compliance or noncompliance. The temperature of raw animal foods in each species cooked during the inspection should be taken. (For instance, if the facility fries chicken, scrambles eggs, bakes fish, grills hamburgers, and slow-roasts prime rib during the inspection – the final cooking temperatures of all of the products should be measured)

Example:

- During an inspection the final cooking temperature of a hamburger patty was measured by the inspector at 140°F.

Note: If an inadequate cooking temperature for a PHF is measured, that food product must be returned to the cook's line for adequate cooking before being served to the customer.

If no cooking is observed during the inspection, but the facility does cook PHFs, the next routine inspection time should be varied so that cooking procedures can be observed.

6. Reheating

CURFFL
113998

Reheating / time requirements are as follows:

- *Potentially hazardous foods must be rapidly reheated to 165°F.*
- *Commercially processed ready-to-eat potentially hazardous foods reheated to 135°F.*

Exception: If commercially processed ready-to-eat PHFs are prepared for immediate consumption, there is no minimum reheating temperature.

Major Violations:

Actual temperatures must be recorded during the reheating process to determine compliance or noncompliance. Do not rely solely on discussions with managers or cooks to determine compliance or noncompliance.

Example:

- It is observed that cold foods are taken from the walk-in refrigerator and placed directly onto the steam table for reheating. Items currently on steam table are holding at 135°F -steam table is set to its highest setting.

Note: In order for reheating to be documented as a major violation the incorrect/inadequate process must be observed.

If reheating practices are not witnessed during the inspection, knowledge of the facility's practices should be obtained through discussions with cooks and/or managers.

EMPLOYEE HEALTH & HYGIENE

7. Hand Washing Procedures

CURFFL 114020

- *Employees shall wash hands thoroughly after using the toilet, coughing, sneezing, eating, smoking, or anytime hands may be contaminated.*
- *No employee shall commit any act that may result in the contamination or adulteration of food , food contact surfaces or utensils*

Major Violations:

- Employee not washing hands after engaging in activity that may contaminate hands.
- An employee handling vegetables immediately after handling raw meats without washing hands in between.
 - An employee that handles food, equipment, utensils, linens or single service utensils did not wash hands after using the toilet.
 - Food handler preparing raw chicken fails to wash hands prior to handling clean customer utensils or ready to eat food.
 - Bus boy cleared table or dirty dishes and placed clean utensils on table without washing hands.
 - Employee did not wash hands after eating, smoking or drinking
 - Employee observed to have dirty hands and nails.
 - Food handler wipes hands on soiled towel and resumes food handling.
 - Food handlers spitting around food.

Minor Violations:

- Employee washes hands and instead of using available paper towels, employee uses clean cloth towel to dry hands.

8. Hand Washing Facilities, Kitchen and Restroom

CURFFL 114115

Hand wash facilities shall be operable and accessible, with hot and cold running water under pressure, and provided with hand washing cleanser and single-use sanitary towels or hot-air blowers.

Major Violations:

- No soap or paper towels can be found adjacent to main/only hand sink in kitchen. Even if this is corrected during inspection, it is still considered a Major Violation.
Note: If the sink in violation is not the main hand sink and there are other hand sinks that are stocked, the violation would be classified as minor.
- Lack of hot water (above 100°F) at all hand sinks.
Note: If all hand sinks lacked hot running water, the facility would be subject to closure, unless remedied during the inspection.
- Lack of cold water at all hand sinks.
Note: If all hand sinks lacked cold running water, the facility would be subject to closure, unless remedied during the inspection.
- One or more hand sinks lack hot or cold water, but there is at least one hand sink available in the preparation area and restroom with hot and cold water.
- Lack of soap, paper towels, hot and/or cold water in employee or public restroom.
- Blocked access to hand sink
Note: A blocked hand sink would only be marked as a major violation if whatever is blocking the hand sink must be moved in order for an employee to wash his/her hands. If hand washing is possible in light of the obstruction it should be marked as a minor violation.

Minor Violations:

- Bar soap provided at kitchen hand sink, instead of liquid soap.
- Hand sink routinely used for activity other than hand washing.
Note: There is some tolerance for incidental uses of the hand sink that do not obstruct/hinder hand washing (i.e. ice dumped in sink).

9. Disease Transmission - Employee Illness/Unhealthy Practice

<i>CURRFL 114022</i>	<i>Food handlers with infections transmissible through food shall be excluded.</i>
Major Violations:	<ul style="list-style-type: none">➤ Food handlers working while experiencing vomiting or diarrhea.➤ Food handlers working with open cuts, sores or rashes (no gloves).➤ Food handlers working with discharges from eyes/nose/mouth.

10. Toilet Handwashing Facilities - Restroom

<i>CURFFL 114105</i>	<ul style="list-style-type: none">• <i>In each food establishment there shall be provided clean toilet facilities in good repair for use by employees.</i>• <i>Patron restrooms built after 1985 shall not require customers to pass through food preparation, food storage, or dish washing areas.</i>• <i>Toilet rooms shall be separated from other portions of the food establishment by well fitting, self-closing doors or by other methods approved by the enforcement officer.</i>• <i>Toilet rooms are not to be used for the storage of food, equipment or supplies.</i>• <i>Toilet tissue shall be provided in a permanently installed dispenser at each toilet.</i>
Major Violations:	<ul style="list-style-type: none">➤ Hallway to restroom is blocked and patrons are redirected through kitchen.➤ Open food stored in actively used restroom.➤ Regularly used food preparation equipment found stored in an actively used restroom.➤ No toilet paper is available in any stall.
Minor violations:	<ul style="list-style-type: none">➤ Toilets are dirty.➤ Self-closing devices on restroom door are not functioning properly.➤ Packaged dry goods stored in toilet room.➤ One stall has no toilet paper.➤ Toilet paper stored outside of dispenser.➤ Doors to restroom have been removed.➤ One of two restrooms in facility has been converted into a storage room, without the removal of plumbing fixtures.

PROTECTION FROM CONTAMINATION

11. Cross-Contamination

CURFFL 114010

All food shall be prepared, stored, displayed, dispensed, placed, transported, sold, and served so as to be protected from dirt, vermin, droplet contamination, overhead leakage, or other contamination

Major Violations:

- Obvious cross contamination between raw and cooked/ready-eat-foods (example: chicken juice dripping onto lettuce).
- Same cutting board used for raw meat and vegetables without washing and sanitizing in between.
- Observed use of unclean/contaminated equipment or utensils.

Minor Violations:

- Uncovered muffins displayed for sale on counter .
- Storing bottles of soda in ice that will be used in drinks.
- Condenser unit in walk-in is dripping.
- Unpackaged food displayed without a sneeze guard.
- Preparing food in a dining room, office or any other unapproved area.
- Disposing of waste water in a food preparation sink.
- Food thawing in an unapproved sink (ex.handsink).
- Use of a cutting board on top of a trash can.
- Washing hands or utensils in a food preparation sink.
- Lack of splashguards where necessary.
- Employee using bare hands where utensils can be used.
- Bags of produce being stored in a shed outside.

12. Food – contamination, adulteration, or spoilage

CURFFL 113980

All food shall be manufactured, produced, prepared, packaged, and served so as to be pure, free from contamination, adulteration and spoilage.

Major Violations:

- Foreign object in food (glass, bandage).
- Rodent droppings, cockroach, fly in food product.
- Chemical contamination of food.
- Containers that were previously used to store toxic materials, are now used for food storage. (Laundry detergent bucket used for food storage).
NOTE: Contamination must be witnessed. Food stored in containers previously used for chemicals, must be discarded (see Voluntary Condemnation & Destruction Form).
- Sulfites used in potentially hazardous food.
- Employee washing hands over defrosting meat.
- Marinating spoiled meat to conceal spoilage.
- Observed use of moldy, spoiled food. Observed use of adulterated food - must be witnessed to categorize the violation as major.
- Swollen or weeping cans that are available for use or retail sale.
- Washing produce in a mop sink.
- Grain beetles, moths observed in food product. Food product shall be discarded (see Voluntary Condemnation & Destruction Form).
- Baby formula on store shelf, exceeds expiration date. Food product shall be discarded (see Voluntary Condemnation & Destruction Form).

Minor Violations:

- A few dented cans on the shelf of a retail market.

13. Dishware and Utensil Washing

CURFFL 114090

- *Use approved dish/utensil-washing methods-scrape, wash, rinse, sanitize and air dry.*
- *Clean and sanitize food contact surfaces and utensils after contact with raw meats, poultry, seafood, produce, or other PHFs a minimum of every four hours.*

Note: *Some equipment may require disassembly to meet this requirement.*

Major Violation:

- Employee skips sanitation step during manual dishwashing (must be witnessed to be a major violation).

Minor Violations:

- 3-compartment sink lacks metal drain boards. Washing utensils in a 1 or 2-compartment sink, when a 3-compartment sink is available.
- Dishware being washed using incorrect sequence of steps.
- Towel drying of dishware.

14. Sanitizer Concentration and Temperature Requirements

CURFFL 114060

Provide appropriate sanitizing rinse at proper temperature and concentration. Manual sanitization should be accomplished by one of the following:

- 1. Contact with 100ppm chlorine solution for 30 seconds.*
- 2. Contact with 25ppm iodine solution for 1 minute.*
- 3. Contact with 200ppm quaternary ammonium for 1 minute.*
- 4. Contact with water of at least 180°F for 30 seconds.*

Notes: *For dishwashing in an automatic unit, manufacturer specifications for sanitizer concentrations should be followed, usually 50-100ppm chlorine.*

Machine sanitization of utensils using high temperature must be at least 160°F measured at the dish.

Testing equipment and materials shall be provided to adequately measure the applicable sanitation method.

Major Violations:

- Dish machine running with an empty sanitizer container, sanitizer reading = 0ppm. If container cannot be immediately replaced or dish machine is broken and no manual dishwashing facilities are available, the facility is subject to closure.
 - High temperature dishwasher not reaching at least 150°F at plate (or per manufacturer instructions).
 - Hot water at 3-compartment sink is less than 110°F.
- Note:** Lack of hot/running water at the utensil washing sink must be marked as a closure item, unless remedied during the inspection (assuming the facility has no other means of proper dishwashing, i.e. automatic dishwasher).

Minor Violations:

- Dish machine sanitizer concentration too low, but more than 0ppm.
Note: Excessive sanitizer concentration is not a violation. Guidance should be provided to the operator.
- High temperature dish machine sanitizing rinse 150°F to 159°F.
- Inadequate contact time with sanitizer (chlorine=30 seconds, quaternary ammonium=1 minute)
- Lack of sanitizer test strips
- Inaccurate temperature gauge on high temperature dishwasher

15. Linens / Wiping cloths (cleaning towels)	
<i>CURFFL 114160</i>	<ul style="list-style-type: none"> • <i>Clean and dirty linens properly stored</i> • <i>Cleaning cloths used for tables and seats may not be used for any other surfaces</i> • <i>Cleaning cloths used for food prep areas shall be stored in a sanitizing solution.</i>
Major Violations:	<ul style="list-style-type: none"> ➤ Sanitizer buckets are set up for wiping cloths, but there are a few cloths sitting on food contact surfaces (cloths are used for wiping of raw animal products). <p>Note: If appropriate levels of sanitizer are detected on wiping cloths, this shall not be noted as a violation.</p> <ul style="list-style-type: none"> ➤ Sanitizer reading for wiping cloth solution = 0ppm, no detectable sanitizer on wiping cloths
Minor Violations:	<ul style="list-style-type: none"> ➤ Clean and dirty uniforms are stored together ➤ Uniforms are dirty ➤ Sanitizer buckets are set up for wiping cloths, but there are a few cloths sitting on food contact surfaces (cloths are not used for wiping of raw animal products). <p>Note: If sanitizer is detected on wiping cloths this shall not be noted as a violation.</p> <ul style="list-style-type: none"> ➤ Sanitizer concentration for wiping cloths is too low, but more than 0ppm ➤ Several sanitizer buckets are set up in facility and only one shows 0ppm sanitizer concentration

16. Safe Drinking Water Supply / Hot Water	
<i>CURFFL 114095</i>	An adequate, protected, pressurized, potable supply of hot water (at least 120°F), and cold water shall be provided.
Major Violations:	<ul style="list-style-type: none"> ➤ Water supply has been cut off to facility. ➤ Hot water heater is non-functioning. <p>Note: The above major violations will result in closure of the facility, if not repaired during the inspection.</p>
Minor Violation:	<ul style="list-style-type: none"> ➤ Due to a temporary circumstance, water pressure is low.

17. Cleaning and Maintenance	
<i>CURFFL 114050</i>	<i>All food facilities and all equipment, utensils, and facilities shall be kept clean, fully operative, and in good repair.</i>
Major Violation:	<ul style="list-style-type: none"> ➤ Heavy dirt/food debris accumulated on food contact surfaces throughout facility. Note: If the build-up is so severe that there is no area to prepare food safely, the facility is subject to closure.
Minor Violations:	<ul style="list-style-type: none"> ➤ Deteriorated cooking/preparation equipment, to the point that it is no longer cleanable . ➤ Knives stored between equipment (if it is witnessed that a contaminated knife is used for food preparation, this may be deemed a major violation, see pg.17). ➤ Torn refrigerator gaskets, may be compromising air temperature. ➤ Legs/wheels missing on heavy equipment, hindering cleaning. ➤ Tape used on food preparation equipment, such as knives and tables. ➤ Cutting boards that are deeply scored and no longer cleanable. ➤ Storage of large quantity of unused/inoperable equipment. ➤ Extensive deterioration of walk-in, to the point where no longer cleanable. ➤ Multi-use utensils such as scoops or tongs kept in stagnant water between uses.
18. Full Enclosure	
<i>CURFFL 114145</i>	<i>Each food establishment, except produce stands and swap meet prepackaged food stand shall be fully enclosed in a building consisting of floors, walls, and an overhead structure.</i>
Major Violations:	<ul style="list-style-type: none"> ➤ Facility cooking/preparing food outdoors during a remodel. ➤ Additional prep sink added outside the back door of the kitchen and food preparation is observed at sink. Note: Establishments must be entirely enclosed, except for barbeques, bars and open-air markets.

19. Vermin/Live Animals

**CURFFL 114040
114045**

- *Premise of each food facility shall be kept clean, and free of litter, rubbish, and vermin.*
- *No live animal, bird or fowl shall be kept or allowed in any food facility **Exception:** guide dog, signal dog, or service animals, dogs under the control of uniformed law enforcement.*

Major Violations:

- Live infestation by rodents, cockroaches or insects.

Note: If the infestation has resulted in potential contamination of food or equipment, the facility is subject to closure.

Minor Violations:

- A few old rodent droppings in mop room. Facility has a contract with a certified pest control operator and no fresh dropping are present.
- One dead cockroach found in dry storage. No live cockroaches were observed in facility and facility has a contract with a certified pest control operator.

20. Sewage or Wastewater

CURFFL 114100

All plumbing and plumbing fixtures shall be installed in compliance with local plumbing ordinances, shall be maintained so as to prevent any contamination, and shall be kept clean, fully operative, and in good repair.

Major Violations:

Overflow or back up of sewage/wastewater into the food facility.

Examples:

- Floor sink in main preparation area has overflowed.
- Clogged overflowing grease trap/interceptor.
- No operable toilet facilities.

Note: All of the above scenarios may warrant closure if not corrected during the inspection.

Minor Violations:

- One toilet in facility is not functioning, other operable toilets are accessible.
- Floor sink clogged (not overflowing) and not contaminating food. **Note:** Use of sinks or equipment served by the clogged floor drain must be stopped until floor sink is repaired.

FOOD FROM APPROVED SOURCES

21. Food from Approved Source

CURFFL 113980
CURFFL 114003
CURFFL 114005

- *All food shall be obtained from an approved source.*
- *Food shall be inspected upon receipt or prior to use, storage or resale.*
- *No raw or raw frozen molluscan shellfish shall be accepted unless each container is properly labeled with the species, quantity, harvest site, date of harvest, and name and certification number of the harvester or original shipper or both. The shellfish tag or label shall be maintained upon the original container until emptied and then retained for a period of not less than 90 days from the date of receipt.*
- *Live molluscan shellfish must be 45°F or below when received.*
- *Frozen food may only be accepted if there has been no evidence of thawing.*

Major Violations:

- Facility accepted foods displaying signs of spoilage or temperature abuse.
- Venison served from animal hunted on personal hunting trip.

Minor Violations:

- Supplier delivers load at peak time: manager accepts food without inspecting PHF for temperature abuse, vermin and/or adulteration.
- Facility not complying with shellfish tag requirements.

22. Food Re-served / Prepared in a Private Home

CURFFL 114015

No unpackaged food that has been served to any person or returned from any eating area shall be served again or used in the preparation of other food. No food prepared or stored in a private home shall be used, stored, served, and offered for sale, sold, or given away in a food facility.

Major Violations:

- Facility serves food prepared in a private home.
Note: If all or most of the food prepared in the facility is made in a private home, the facility is subject to closure.
- Leftover bread from tables is made into croutons.

Note: Foods involved in the above scenarios must be discarded (see Voluntary Condemnation & Destruction Form)

Minor Violation:

- Pre-packaged soda stored at facility owner's home.

APPROVED RETAIL PRACTICES (ARPs)

Approved retail practices are preventative measures that include practices and procedures that effectively control the introduction of pathogens, chemicals, and physical objects into food. If ARPs are not controlled, they *may* be contributing factors to food-borne illness. However, because ARPs do not directly contribute to food-borne illness, there are no major violations in the ARP section. ARPs still maintain a notable level of importance, and do require correction in a timely manner.

23. Food Properly Stored, Displayed, Separated, Labeled

CURFFL 114080

- *All food must be stored within an approved facility.*
- *Food shall be covered and stored as to be protected and kept free from contamination.*
- *Bulk food removed from the original container shall be stored in a container and labeled as to contents by common name.*
- *Food shall be stored at least 6" off the floor, except for large or bulky food containers.*
- *Adequate and suitable space shall be provided for the storage of food.*
- *Labels are required containing the common name of product and ingredients unless served by an employee directly to the customer.*

Minor Violations:

- Food stored in containers without lids.
- Improper/inadequate labeling of food (i.e. Food not labeled in English).
- Food stored less than 6" off of the floor.
- Containers are stacked so that bottoms are in direct contact with uncovered foods.
- Reuse of metal cans previously used for storage of canned food.
- Food stored in unapproved areas.
- Use of unapproved sheds for food or equipment storage.
- Ice bin located outside of approved food facility.

24. Eating, Drinking, Smoking	
CURFFL 114020	<i>No employee shall eat, drink, or smoke in any work area or commit any act that contaminates food or food contact surfaces.</i>
Minor Violation:	<ul style="list-style-type: none"> ➤ Employee eating, drinking or smoking in any food or utensil area. <p>Note: Employees may drink from a cup using a straw. The intention is to prevent contamination of the employees hand with their own saliva.</p>

25. Employee Hair Clothing, and Nails	
CURFFL 114020	<ul style="list-style-type: none"> • <i>All employees preparing, serving or handling food or utensils shall wear clean, washable outer garments. All employees shall wear hairnets, caps or other suitable coverings to confine hair when required, to prevent the contamination of food equipment or utensils.</i> • <i>Gloves shall be worn when contacting food and food contact surfaces if the employee has any cuts, sores, rashes, artificial nails, nail polish, rings, uncleanable orthopedic support devices, or fingernails that are not clean, neatly trimmed and smooth.</i>
Minor Violations	<ul style="list-style-type: none"> ➤ Employee wearing unclean outer garments. ➤ Food handler with long nails not using gloves. ➤ Food handler with false nails not using gloves. ➤ Food handler with nail polish not using gloves. ➤ Food handler with ornamented jewelry on hands not using gloves. ➤ Food handler with prosthetic device on hands not using gloves. ➤ Food handler with unconfined hair (when required to prevent contamination of food product).

26. Employee personal items storage	
CURFFL 114135	<i>Room, enclosure, or designated area separated from the toilets, food storage, food preparation, and utensil washing areas where employees may change and store clothes. No employee shall store clothing or personal effects in any other area on the premises</i>
Minor Violation:	➤ Purses and coats stored on dry storage shelves.

27. Toxics	
CURFFL 114025	<ul style="list-style-type: none"> • <i>Only those insecticides, rodenticides and other pesticides that are specifically approved for use in a food facility may be used.</i> • <i>All poisonous substances, detergents, bleaches and cleaning compounds shall be stored in containers labeled as to contents, hazard and use. They shall be stored separate from food, utensils, packaging material and food-contact surfaces.</i>
Minor Violations:	<ul style="list-style-type: none"> ➤ Lack of labels or incorrect labeling on cleaning materials, pesticides, medicines, paints. ➤ Cleaning materials stored above food or utensil storage areas, preparation tables or sinks. ➤ Evidence of unapproved pesticide use. Example: Raid, D-Con. Label must indicate approved for use in a food facility.

28. Thermometers	
<i>CURFFL 113995</i>	<i>A thermometer shall be provided for each refrigeration unit and be affixed to be readily visible. An accurate easily readable metal probe thermometer suitable for measuring the temperature of food shall be readily available on the premises.</i>
Minor Violations:	<ul style="list-style-type: none"> ➤ Refrigerator lacks visible, accurate thermometer. ➤ Lack of metal probe thermometer in facility.

29. Plumbing /Backflow Prevention	
<i>CURFFL 114100</i> <i>CURFFL 114095</i>	<ul style="list-style-type: none"> • <i>All plumbing and plumbing fixtures shall be maintained so as to prevent any contamination, and shall be kept clean, fully operative, and in good repair.</i> • <i>All steam tables, ice machines and bins, food preparation sinks, display cases and other similar equipment that discharge liquid waste shall be drained by means of indirect waste pipes, and all wastes drained by them shall discharge through an air gap into an open floor sink.</i> • <i>The potable water supply shall be protected with a backflow or back siphonage protection device.</i>
Minor Violations:	<ul style="list-style-type: none"> ➤ Indirect plumbing connection lacks 1" air gap. ➤ Hose bib on mop sink lacks backflow prevention device. ➤ Food preparation sink drain line is directly connected to sanitary sewer. ➤ Sink is leaking. ➤ Taped plumbing connections. ➤ Espresso machine draining to hand wash sink.

30. Fully enclosed – Exclusion of Vermin

CURFFL 114030 *A food facility shall be constructed, equipped, maintained and operated as to prevent the entrance and harborage of animals, birds, and vermin, including, but not limited to, rodents and insects.*

- Minor Violations:
- Deactivated air-curtain.
 - Inoperable/missing self-closing devices on exterior or restroom doors.
 - Market keeping front door propped open.
 - Holes in window screens.
 - Gaps around plumbing.
 - Gaps around doors and windows.

31. Sleeping Accommodations Prohibited

CURFFL 114175 *No sleeping accommodations shall be maintained or kept in any room where food is prepared, stored or sold. All living and sleeping quarters shall be separated from the food establishment. No door or other opening shall be permitted in the partition that separates the foods establishment from the living or sleeping quarters.*

- Minor Violations:
- Sleeping accommodations located in any room where food is prepared, stored, or sold.
 - Living area directly connected to a food facility by an openable door.
 - Patrons allowed to enter into food preparation areas.

32. Janitorial Area	
CURFFL 114165	<ul style="list-style-type: none"> • <i>Designated room, area, or cabinet separated from food preparation or food storage. Establishments built after 1985 are required to have:</i> <ul style="list-style-type: none"> • <i>a one compartment, nonporous janitorial sink,</i> • <i>or a slab, basin, or floor constructed of concrete or equivalent material, curbed and sloped to a drain.</i> <p><i>This sink or basin is to be used exclusively for general cleaning purposes and for the disposal of mop bucket wastes, and other liquid wastes.</i></p>
Minor Violations:	<ul style="list-style-type: none"> ➤ Cleaning items stored in various places throughout facility. ➤ Janitorial sink not available.

33. Refuse Area/Dumpsters/Exterior Maintenance	
CURFFL 114035 CURFFL 114040	<ul style="list-style-type: none"> • <i>All food waste shall be kept in leak proof and rodent proof containers with tight fitting lids.</i> • <i>The premise of each food facility shall be kept clean and free of litter and rubbish.</i>
Minor Violations:	<ul style="list-style-type: none"> ➤ Outside dumpsters/tallow bins that are not covered, leak-proof and vermin-proof. Note: For facilities generating liquid waste, such as used oil, arrangements with the local rendering service must be made to dispose of the material properly. Used oil may not be disposed in garbage dumpsters. ➤ Flies and maggots observed in dumpster area outside the establishment. ➤ Litter around the trash containers.

34. Floors, Walls and Ceilings – Approved Materials	
<i>CURFFL 114150 114155</i>	<ul style="list-style-type: none"> • <i>Floors shall be smooth, of durable construction and non-absorbant material that is easily cleaned.</i> • <i>Floor surfaces shall be coved at the juncture of the floor and wall.</i> • <i>Walls and ceilings shall be durable, smooth, non-absorbant, light colored, and washable surface.</i>
Minor Violations:	<ul style="list-style-type: none"> ➤ Unapproved flooring in food preparation, open food storage, dishwashing, restroom, or janitorial areas. ➤ Deteriorated flooring in food preparation, open food storage, dishwashing, restroom, or janitorial areas. ➤ Bare wood surfaces. ➤ Contact paper on shelving used for storage of food. ➤ Deteriorated shelving. ➤ Unapproved coving. ➤ Walls need to be repainted.

35. Approved utensils / equipment / ANSI standards	
<i>CURFFL 114065</i>	<i>All new and replacement food-related equipment shall be certified or classified for sanitation by an American National Standards Institute (ANSI) accredited program.</i>
Minor Violation:	<ul style="list-style-type: none"> ➤ Domestic equipment used in kitchen.
36. New equipment or remodel of facility requiring plan review	
<i>CURFFL 113915</i>	<i>A person proposing to build or remodel a food facility shall complete, easily readable plans, drawn to scale, and specifications to the local enforcement agency for review and approval prior to starting any new construction or remodeling of any facility for use as a retail food facility.</i>
Minor Violation:	<ul style="list-style-type: none"> ➤ Remodeling kitchen without submitting plans.

37. Ventilation	
<i>CURFFL 114140</i> <i>CURFFL 113730</i>	<i>Ventilation shall be provided to remove toxic gases, heat, grease vapors, and smoke from the food establishment.</i>
Minor Violations:	<ul style="list-style-type: none"> ➤ Excessive grease, steam, heat or smoke in kitchen area. ➤ Lack of exhaust hood over high temperature dishwasher, gas-fired appliance, omelet cooker, commercial hot plate, gyro cooking equipment or any other device that creates steam, vapors, smoke or gases. ➤ Inoperable exhaust hood. ➤ Electrical hood that is not being used. ➤ Lack of 6 inch overhang of hood over cooking surfaces.

38. Lighting	
<i>CURFFL 114170</i>	<ul style="list-style-type: none"> • <i>Provide adequate light intensity.</i> • <i>Provide shatterproof or shielded lights.</i>
Minor Violations:	<ul style="list-style-type: none"> ➤ Inoperable light in food preparation/storage/dishwashing area, that significantly impacts lighting in facility. ➤ Lights in preparation/storage areas where open foods are present, that lack covers or are not shatter-proof.

39. Posting of Signs

CURFFL 114021

Employer shall post:

- *Conspicuous hand washing sign in each toilet room.*
- *No Smoking signs in food preparation, food storage, utensil cleaning and utensil storage areas.*

Minor Violations:

- Employee restrooms lack hand wash signs.

40. Certified Food Manager

CURFFL 113716

Each food facility shall have an owner or employee who has successfully passed an approved and accredited food safety certification examination. This shall not apply to those food facilities that handle only prepackaged foods or unpackaged nonpotentially hazardous foods.

Minor Violations:

- Facility, where potentially hazardous foods are prepared, lacks a food safety certified employee.
- Food safety certification is expired.

APPENDIX A

Guide to some potentially and non-potentially hazardous foods

PHFs

Alfalfa Sprouts
Bean Sprouts
Cake Batter
Cooked Beans
Cooked Pasta
Cooked Rice
Cooked Vegetables
Cut Melon
Edamame
Garlic in Oil
Hummus
Mayonnaise or Aioli (made at facility)
"Meatless Products" ie: Veggie Burgers"
Pancake Batter
Pizza Bread
Quiche
Raw Bacon
Tofu
Tomatoes (sliced/chopped)
Waffle Batter
Whipped Butter
Whole Eggs

NON-PHFs

Crisp bacon
Cut Fruit (other than melon)
Fruit Pie
Glaze
Hard Cheese (example: parmesan and romano)
Icing
Jelly
Ketchup
Kimchi
Margarine
Mayonnaise (commercially prepared)
Mustard
Olives
Peanut Butter
Pumpkin Pie (uncut)
Relish
Salad Dressing (commercially prepared w/ pH 4.6 or below)
Salami
Salsa (canned or jarred)
Sour Cream
Teriyaki Sauce
Vegetables (raw)

