

Compliance Guide for the Food Service Inspection Form

State of Connecticut
Department of Public Health



Bureau of Regulatory Services
Division of Environmental Health
Food Protection Program

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"Whenever the director of health, registered sanitarian or authorized agent makes an inspection of a food service establishment, he shall record his findings on an inspection report form included in this section and shall furnish a copy of such inspection report form to the owner or operator. Such form shall summarize the requirements of this section and shall set forth weighted point values for each such requirement."

Public Health Code Regulations 19-13-B42 (t)(6)

This compliance guide is intended to provide technical standards based on the specific Public Health Code requirements. References to the pertinent sections of the Public Health Code and the Connecticut General Statutes (CGS) that each demerit violation is based upon are listed at the end of the compliance descriptions provided for each inspection form item number. This document is not all-inclusive but should assist in standardizing inspections and enforcement efforts.

The members of the Food Protection Program are available for consultation regarding the interpretations of specific items on the inspection report form for food service establishments, as well as for discussion about the contents of this guide.

Please contact the Food Protection Program @ 860-509-7297 if you have comments or suggestions for improving the quality and/or contents of this guide.

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CONNECTICUT DEPARTMENT OF PUBLIC HEALTH
COMPLIANCE GUIDE
FOR
FOOD SERVICE INSPECTION FORM
SOURCES OF FOOD

1. **Approved source, wholesome, nonadulterated** (4 demerits)
- a. Food in the food service establishment shall be from a source approved, or considered satisfactory, by the Director of Health based on conformance with principles, practices, and generally recognized standards that protect public health, and compliance with applicable state and local laws and regulations. Food from such sources shall have been protected from contamination and spoilage during subsequent handling, packaging, and storage, and while in transit and shall be transported at required temperatures.
 - b. No swollen, leaking, rusted or severely damaged cans of food.
 - c. All food in the food service establishment shall be wholesome and free from spoilage and adulteration and safe for human consumption.
 - d. Ice shall be made from water of a safe, sanitary quality, and from an approved source.

Milk and Milk Products:

- e. All milk and milk products shall be pasteurized and conform to Grade A standards.

Frozen Desserts:

- f. All frozen desserts such as ice cream, soft frozen desserts, ice milk, sherbets, ices, and mix shall meet standards of quality established for such products by applicable state and local laws and regulations.

Shellfish:

- g. All oysters, clams, and mussels shall be from sources approved by the state shellfish authority (Connecticut Department of Agriculture, Bureau of Aquaculture): Provided, that if the source is outside the state, it shall be one which is certified by the state or country of origin and listed in the current publication of the Interstate Shellfish Shippers List. Molluscan shell stock shall be received in facilities that maintains an ambient temperature of 45° F. or less.

Meat and Meat Products:

- h. All meat and meat products shall have been inspected for wholesomeness under an official regulatory program. Provided, that the Director of Health may accept other sources which are in his opinion satisfactory and which are in compliance with applicable state and local laws and regulations and which conform with principles, practices, and generally recognized standards that protect public health.

1. Approved source, wholesome, nonadulterated (4 demerits)(continued)

Poultry and Poultry Meat Products:

- i. All poultry and poultry meat products shall have been inspected for wholesomeness under an official regulatory program: Provided, That the health authority may accept other sources which are in his opinion satisfactory and which are in compliance with applicable state and local laws and regulations and which conform with principles practices and generally recognized standards that protect public health.

Bakery Products:

- j. All bakery products shall have been prepared in the food service establishment or in a food-processing establishment: Provided, that the health authority may accept other sources which are in his opinion satisfactory and which are in compliance with applicable state and local laws and regulations and which conform with principles practices and generally recognized standards that protect public health.

Nonacid and Low-Acid Hermetically Sealed Food:

- k. All nonacid and low-acid hermetically sealed food shall have been processed in food-processing establishments.
- l. Wild game or other exotic species not processed under the control of an official regulatory program are not considered to be from an approved source.
- m. Hunted game is considered an approved source for charitable or nonprofit organizations only which comply with all of the requirements of Connecticut general statute 26-78a.
- n. Finfish must be commercially and legally caught or harvested.
- o. It is recommended that the director of health only approve fish that will be consumed raw or lightly cooked, such as sushi or sashimi, if documentation is provided indicating that it has been frozen at – 4° F. for 7 days in a conventional, commercial freezer or it has been frozen at – 31° F. for 15 hours in a blast freezer. Exceptions to this recommendation include tuna species *Thunnus alalunga*, *Thunnus albacares* (yellow tuna), *Thunnus atlanticus*, *Thunnus maccoyii* (blue fin tuna, southern), *Thunnus obesus* (big eye tuna), and *Thunnus thynnus* (blue fin tuna, northern).
- p. Shell eggs shall be from commercial, regulated sources inspected according to law and shall be received clean and sound and under refrigeration at or below 45 °F.

Public Health Code Regulations 19-13-B42 (g), (n)
Connecticut General Statutes (C.G.S.) Section 26-192;
C.G.S. Section 26-192 (a) - 26-192(i)

2. Original container, properly labeled (1 demerit)

- a. All food in the food service establishment shall be free from misbranding.
- b. Molluscan shell stock shall be identified with an official tag giving the dealer's name, address, and certification number, the original shipper's certification number, the date of harvest, the harvest location, the type and quantity of shellfish and in bold the statement, "This tag is required to be attached until container is empty or retagged and thereafter kept on file for 90 days." Shellstock tags shall remain attached to the container in which the shellstock are received until the container is empty. The shellstock tags shall be maintained in chronological order for 90 days after the container is emptied.
- c. Shucked shellfish shall be kept in the original container until used.
- d. Labeling. It is not necessary to label every container with food. It is necessary to label containers when there is a question of the food commodity stored in the container, such as cooking oils, flour, salt, and other powdered, granulated or liquid foods.
- e. Product packaging shall be labeled in English.

Public Health Code Regulations 19-13-B42 (n); C.G.S. Section 26-192(a)

FOOD PROTECTION

3. Potentially hazardous food meets temperature requirements during storage, preparation, cooking, cooling, reheating, holding, display, service and transportation (4 demerits)

- a. All potentially hazardous food (PHF), while being stored, prepared, displayed, served, or transported, shall be maintained at safe temperatures as specified in the chart below except during necessary periods of preparation and service. Included are: garlic in oil; cut melons; raw sprouts; cooked foods of plant origin; foods of animal origin and any other food capable of supporting the rapid and progressive growth of infectious or toxigenic microorganisms or the slower growth of *Clostridium botulinum*. Not included are foods with a water activity (A_w) of .85 or less and/or a pH of 4.6 or less.

3. Potentially hazardous food requirements

(4 demerits) (cont.)

- b. All potentially hazardous food, when placed on display for service, shall be kept hot or cold as required hereafter:
 - (1) If served hot, the temperature of such food shall be kept at 140° F. or above. Except beef roasts and pork roasts cooked as required (see temperature chart) may be held hot at 130° F. or above.
 - (2) If served cold, such food shall be:
 - (a) Maintained at 45° F. or below and displayed in or on a refrigerated facility which can reduce or maintain the product temperature at 45° F. or below.
- c. Pork and pork products other than whole roasts (SEE TEMPERATURE CHART) shall be thoroughly cooked to heat all parts of the meat to at least 145° F. for 15 seconds.
- d. Synthetic Coffee Creamers. These are to be treated as potentially hazardous food, and refrigerated.
- e. Bacon strips and butter can be out at room temperature in small amounts during food preparation.
- f. Ultra high temperature (UHT) commercially processed and aseptically packaged dairy products do not need to be refrigerated.
- g. In order to be considered nonpotentially hazardous, bacon must be crisply cooked and friable.
- h. Cooked foods of plant origin such as baked potatoes and other cooked vegetables, cooked starches and grains such as cooked rice, cut melon, raw sprouts, and garlic in oil are potentially hazardous foods.
- i. Commercially processed mayonnaise is exempt due to low pH.
- j. Pancake/waffle batter containing potentially hazardous food ingredients, once reconstituted with any liquid, shall be considered potentially hazardous unless it is a commercial product specifically exempted by the regulatory authority.

3. Potentially hazardous food requirements

(4 demerits) (cont.)

- k. PHFs not cooked to the required cooking temperature shall comply with the following requirements:
- (1) A raw animal food such as raw egg, raw fish, raw-marinated fish, raw molluscan shellfish, steak tartar, or partially cooked food such as lightly cooked fish, rare meat, and soft cooked egg that is served or offered for sale in a ready-to-eat form must be accompanied with a consumer advisory which informs the consumer of the risks involved with the consumption of raw or undercooked animal food.
 - (2) The consumer advisory requirement is met when both a **disclosure** and **reminder** are provided. **Disclosure** is achieved when there is a clear identification of animal-derived foods that are sold raw or undercooked and of items that either contain or may contain (to allow for ingredient substitution) such raw or undercooked ingredients. The **reminder** is achieved when the statement, “thoroughly cooking meats, poultry, seafood, shellfish, or eggs reduces the risk of foodborne illness” is displayed by means of posters, brochures, menu advisories, label statements, table tents, placards, or other written means available at the food service establishment.
 - (3) Pork and poultry products are not exempt from the required cooking times and temperatures.
 - (4) Exemptions to the food temperature requirements shall not be allowed at food service establishments serving highly susceptible populations such as immunocompromised individuals or older adults in hospitals, nursing homes, or similar health care facilities as listed in Connecticut General Statutes Section 19a-490 and that are subject to this section and preschool age children in a facility that provides custodial care and is subject to this section such as child day care centers as defined in Connecticut General Statutes 19a-77(a)(1).
 - (5) The consumer advisory statement must be readily accessible to consumers (without their having to request it) prior to making a menu selection.

Internal Cooking Temperatures:

Whole Roasts, Corned Beef, Pork Roasts:

130°F.	121 minutes
140°F.	12 minutes
145°F.	3 minutes

Shell Eggs, Fish, Meat (Including Pork)

145°F.	15 seconds
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Ground or Comminuted Meat and Fish Products:

145°F.	3 minutes
150°F.	1 minute
155°F.	15 seconds
158°F.	Instantaneously

Game Meats, Poultry, Ground or Comminuted Poultry

Stuffed: Fish, Meat, Pasta, Poultry or Stuffing containing PHF ingredients:

165°F.	15 seconds
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Raw animal food cooked in a microwave oven shall be: rotated or stirred throughout or midway during cooking to compensate for uneven distribution of heat; covered to retain surface moisture; heated to a temperature of at least 165° F. in all parts of the food, and allowed to stand covered for 2 min. after cooking.

Cold and Hot Holding Temperatures:

45° F. or less or 140° F. or more for all potentially hazardous foods except **whole beef and pork roasts** which may be held hot at **130°F.** or above

Ready-to-eat food taken from a commercially processed, hermetically sealed container shall be heated to **140° F. or greater** for hot holding. Cooked, cooled, and refrigerated food that is prepared for immediate service in response to an individual consumer order may be served at any temperature.

Cooling Requirements:

Cooked Potentially Hazardous Food shall be cooled:

140°F.	⇒	70°F.	within 2 hours
70°F.	⇒	45°F.	within an additional 4 hours

Reheating Temperatures:

Potentially Hazardous Food that is cooked, cooled, and reheated for hot holding shall be reheated so that all parts of the food reach a temperature of at least **165°F. for 15 seconds within 2 hours** except **remaining unsliced portions of roast beef** which may be reheated to **145°F. for 3 minutes within 2 hours.**

Ready-to-eat food taken from a commercially processed, hermetically sealed container shall be heated to a temperature of at least 140°F. for hot holding. Cooked, cooled, and refrigerated food that is prepared for immediate service in response to an individual consumer order may be served at any temperature.

3. Potentially hazardous food requirements

(4 demerits) (cont.)

- l. The use of time only, rather than time in conjunction with temperature, may be permitted by the director of health for a working supply of potentially hazardous food, before cooking or for ready-to-eat potentially hazardous food displayed or held for service for immediate consumption if:
 - (1) The working quantity of food doesn't exceed an amount that will be served within 4 hours;
 - (2) The food is marked or identified with a date and time when temperature control is interrupted and with a serve-by or discard-by date and time which doesn't exceed 4 hours from the time the food is initially removed from temperature control;
 - (3) The time-controlled food shall be served or discarded within 4 hours from the point when the food is removed from temperature control;
 - (4) Unmarked time-controlled food or marked time-controlled food for which the discard time exceeds 4 hours shall be discarded; and
 - (5) Written procedures are maintained and provided to the authorized agent upon request, that describe methods of date and time marking of time controlled potentially hazardous foods and monitoring procedures, to assure compliance with the 4 hour maximum time period for serving or discarding a time-controlled food.
- m. Unless an acceptable consumer advisory is provided, pasteurized eggs or egg products shall be substituted for raw shell eggs in the preparation of foods that are not thoroughly cooked such as Caesar salad-salad dressing, hollandaise or béarnaise sauce, mayonnaise, egg nog, ice cream and egg-fortified beverages.

Public Health Code Regulations 19-13-B42 (a)(10), (m)(1) and (3)

4. Adequate facilities to maintain product temperature, thermometers provided

(2 demerits)

- a. Conveniently located refrigeration facilities, hot food storage and display facilities, and effective insulated facilities, shall be provided as needed to assure the maintenance of all food at required temperatures during storage, preparation, display, and service. Each cold-storage facility used for the storage of perishable food in nonfrozen state shall be provided with an indicating thermometer accurate to ± 2 ° F. located in the warmest part of the facility in which food is stored, and of such type and so situated that the thermometer can be easily and readily observed for reading.
- b. Facilities such that frozen food shall be kept at such temperatures as to remain frozen except when being thawed for preparation or use.
- c. A food temperature-measuring device accurate to \pm two (2) °F. shall be provided and used.
- d. A food temperature-measuring device with a suitable small diameter probe that is designed to measure the temperature of thin masses shall be provided and used as appropriate for the foods prepared.

Public Health Code Regulations 19-13-B42 (m)(2 and 4)

5. Potentially hazardous food properly thawed (2 demerits)

- a. Potentially hazardous frozen food shall be kept at such temperatures as to remain frozen, except when being thawed for preparation or use. Potentially hazardous frozen food which consists in whole or in part of milk or milk products, eggs, meat, poultry, fish, shellfish, or other ingredients capable of supporting the rapid and progressive growth of infectious or toxigenic microorganisms, shall be thawed at refrigerator temperatures of 45 ° F. or below; or under cool, potable water 70° F. or below; or quick thawed as part of the cooking process; or by any other method satisfactory to the local director of health.

Public Health Code Regulation 19-13-B42 (a)(10), (m)(2)

6. Unwrapped or potentially hazardous food not re-served (4 demerits)

- a. Food once served to a customer shall not be served again. Provided, that wrapped non-potentially hazardous food, which is still wholesome and has not been unwrapped, may be re-served.
- b. Butter or rolls served at a table cannot be used for cooking or breading or for return to tables. The serious consideration here is the lack of supervision at the table.

Public Health Code Regulation 19-13-B42 (o)(2)

7/8 Food protected during storage, preparation, display, service and transportation/food containers stored off floor (2 demerits)

Food protected during storage, preparation, display, service and transportation

- a. All food, while being stored, prepared, displayed, served, or sold in food service establishments, or transported between such establishments, shall be protected against contamination from dust, flies, rodents, and other vermin; unclean utensils and work surfaces; unnecessary handling; coughs and sneezes; flooding, drainage, and overhead leakage; unshielded light bulbs and any other source.
- b. Raw fruits and vegetables shall be thoroughly washed in water to remove soil and other contaminants before being cut, combined with other ingredients, cooked, served, or offered for human consumption in a ready-to-eat form.
- c. Food not subject to further washing or cooking before serving shall be stored in such a manner as to be protected against contamination from food requiring washing and cooking.
- d. Wet storage of packaged food shall be prohibited except on well-drained ice: Provided, that whole raw fruits or vegetables and cut raw vegetables may be immersed in potable ice or potable water. Raw chicken and raw fish received immersed in ice may remain in that condition while in storage.
- e. Ice shall be handled, transported, and stored in such a manner as to be protected against contamination. If block ice is used, the outer surface shall be thoroughly rinsed so as to remove any soil before it is used for any purpose.
- f. An ice-making machine shall be located, installed, operated and maintained so as to prevent contamination of the ice.

7/8 Food protected during storage, preparation, display, service and transportation/food containers stored off floor

(2 demerits)(cont.)

- g. Pasteurized eggs shall be substituted for raw eggs in recipes requiring pooled eggs that are not cooked immediately. Pooled eggs are defined as unpasteurized shell eggs that are commingled and not used for immediate service.
- h. Only sanitary containers shall be used for the transportation or storage of any ice used in the food service establishment.
- i. No fly strips above food or food contact surfaces in food preparation, warewashing or dispensing areas.
- j. No unauthorized personnel in food preparation, warewashing or dispensing areas.
- k. No food shall be stored directly underneath unprotected sewer lines.
- l. Foods being washed in a handwashing sink.

Display and Service:

- m. Where unwrapped food is placed on display in all types of food service operations, including smorgasbords, buffets, and cafeterias, it shall be protected against contamination from customers and other sources by effective, easily cleanable, counter-protector devices, cabinets, display cases, containers, or other similar type of protective equipment. Self-service openings in counter guards shall be so designed and arranged as to protect food from manual contact by customers. Customers shall not be allowed to use soiled tableware to obtain additional food.
- n. Sugar shall be provided only in closed dispensers or in individual packages.
- o. Dishes, flatware and glassware shall not be re-used in buffet type service operations.

Transportation:

- p. The requirements for storage, display, and general protection against contamination, shall apply in the transporting of all food from a food service establishment to another location for service.
- q. During the transportation of food from a food service establishment, all food shall be in covered containers or completely wrapped or packaged so as to be protected from contamination.
- r. Exposed candies or mints which are not protected should be debited.
- s. Bread sliced by customers is debited at Item 7. Bread is to be served in individual slices, small loaves, or by designated food service employee.

Public Health Code Regulations 19-13-B42 (g), (m)(1)(F), (o)(1)

7/8 Food protected during storage, preparation, display, service and transportation/food containers stored off floor
(2 demerits)(cont.)

Food containers stored off the floor

Storage:

- a. Containers of food shall be stored above the floor, on clean racks, dollies, or other clean surfaces, in such a manner as to be protected from splash and other contamination.
- b. Food in enclosed containers is to be stored 12” above the floor.
Exposed food is to be stored 18” above the floor. Provided:
 - (1) If current storage of closed container is less than 12” above the floor, and the floor is clean with no insect or rodent harborage, this storage is satisfactory.
 - (2) If current storage of closed containers is less than 12” above the floor in a walk-in or freezer, and the floor is clean, this is satisfactory.
 - (3) Beer kegs, soda syrup tanks, etc., may be stored on the floor if the floor is clean.

Public Health Code Regulations 19-13-B42 (g), (m)(1)(f), (o)(1), (o)(3)

9. Handling of food minimized (2 demerits)

Preparation:

- a. Convenient and suitable utensils, such as forks, knives, tongs, spoons or scoops, shall be provided and used to minimize handling of food at all points where food is prepared.
- b. Meat salads, poultry salads, potato salad, egg salad, cream-filled pastries, and other potentially hazardous prepared food shall be prepared (preferably from chilled products) with a minimum of manual contact.
- c. Tongs, forks, spoons, picks, spatulas, scoops, single-use gloves and other suitable utensils shall be provided and shall be used by employees to reduce manual contact with food to a minimum. For self-service by customers, similar implements shall be provided.
- d. The use of dishes, cups, glasses, etc., for scooping ice should not be permitted due to potential contamination of the ice.

Public Health Code Regulation 19-13-B42 (o)(1)

10. Food dispensing utensils properly stored (1 demerit)

- a. Dispensing scoops, spoons, and dippers, used in serving frozen desserts, shall be stored, between uses, either in an approved running-water dipper well with potable water, or in a manner approved by the director of health.
- b. Utensils in use at a service area shall be handled and stored properly.
- c. Knives / cleavers shall not be stored wedged between pieces of equipment.
- d. In use utensils shall not be wiped on a soiled towel.
- e. A food temperature-measuring device not in use shall be stored in its protective sleeve, or in a manner that protects the food-contact portion of the probe from contamination.

Public Health Code Regulation 19-13-B42 (k)

11. Toxic items properly stored, labeled, used (4 demerits)

Poisonous and Toxic Materials

- a. Only those poisonous and toxic materials required to maintain the establishment in a sanitary condition, and for sanitization of equipment and utensils, shall be present in any area used in connection with food service establishments.
- b. All containers of poisonous and toxic materials shall be prominently and distinctively marked or labeled for easy identification as to contents.
- c. When not in use, poisonous and toxic materials shall be stored in cabinets which are used for no other purpose, or in a place which is outside the food-storage, food-preparation, and cleaned equipment and utensil storage rooms. Bactericides and cleaning compounds shall not be stored in the same cabinet or area of the room with insecticides, rodenticides, or other poisonous materials.
- d. Bactericides, cleaning compounds, or other compounds, intended for use on food-contact surfaces shall not be used in such a manner as to leave a toxic residue on such surfaces, nor to constitute a hazard to employees or customers.
- e. Poisonous polishing materials shall not be used on equipment or utensils, nor stored in the establishment.
- f. Poisonous compounds, such as insecticides and rodenticides, in powdered form, shall have a distinctive color so as not to be mistaken for food.

11. Toxic items properly stored, labeled, used

(4 demerits)(cont.)

- g. Poisonous materials shall not be used in any way as to contaminate food, equipment, or utensils, nor to constitute other hazards to employees or customers.
- h. Toxic items associated with washing or sanitizing utensils may be stored in the utensil washing area.
- i. Insecticides, rodenticides, etc. are not to be stored with cleaning compounds.
- j. Toxic compounds can be stored in a locked cabinet in the kitchen, but not intermingled with food.
- k. A container previously used to store poisonous or toxic materials may not be used to store, transport or dispense food.

Public Health Code Regulations 19-13-B42 (j)(3)(A)(ii), (j)(5), (k), (o)(4)

PERSONNEL

12. Personnel with infection restricted (4 demerits)

Disease Control:

- a. No person while affected with a disease in a communicable form, or while a carrier of such disease, or while afflicted with boils, infected wounds, or an acute respiratory infection, shall work in a food service establishment in an area and capacity in which there is a likelihood of transmission of disease to patrons or to fellow employees, either through direct contact or through the contamination of food or food-contact surfaces with pathogenic organisms. No such person shall be employed in such an area and capacity in a food service establishment.
- b. When the local director of health has reasonable cause to suspect the possibility of disease transmission he may require that food employees not contact ready-to-eat-food with bare hands and shall use suitable utensils, single use disposable gloves, or dispensing equipment.

Reporting:

- c. The manager or person in charge of the establishment shall notify the health authority when any employee of a food service establishment is known or suspected of having a disease in a communicable form.

Public Health Code Regulations 19a-36-A(1-12), (21), 19-13-B1 (a); 19-13-B42(r)(1-5)

CLEANLINESS OF PERSONNEL

13. **Adequate handwashing facilities provided, convenient, accessible, designed, installed, hands washed, clean** (4 demerits)
- a. Handwashing facilities shall be maintained so that they are accessible at all times for employee use and located to allow for convenient use by employees in:
 - (1) Food preparation areas
 - (2) Food dispensing areas
 - (3) Toilet rooms or immediately adjacent to all toilet rooms
 - (4) Warewashing area
 - b. Food employees shall keep their fingernails hands and exposed portions of their arms clean by using a cleaning compound to lather hands and arms for at least 20 seconds, followed by thorough rinsing with clean water in a handwashing facility and hand drying using approved sanitary towels or other approved hand drying device.
 - c. Approved handwashing and hand drying shall be conducted by food employees before starting work and as often as required to remove soil and contamination from hands to include:
 - (1) After touching bare human body parts;
 - (2) After using the toilet room;
 - (3) After caring for assistance animals;
 - (4) After coughing, sneezing, using a handkerchief, a disposable tissue, using tobacco, eating, or drinking;
 - (5) After handling soiled equipment and utensils;
 - (6) When changing gloves;
 - (7) After handling money;

13. Adequate handwashing facilities provided, convenient, accessible, designed, installed, hands washed, clean (4 demerits)(cont.)

- (8) Immediately before engaging in food preparation including working with exposed food, clean equipment and utensils and unwrapped single-service and single-use articles;
- (9) During food preparation as often as necessary to remove soil and contamination and to prevent cross contamination when changing tasks;
- (10) When switching between working with raw foods and ready-to-eat foods; and
- (11) After engaging in other activities that contaminate the hands
- (12) Improper handwashing procedures, including rinsing hands and drying on apron/common towel.

Public Health Code Regulations 19-13-B42 (h) location,
(p)(1) when and how to wash; 19-13-B106

14. Clean outer clothes, effective hair restraints (1 demerit)

- a. The outer garments of all persons, including dishwashers, engaged in handling food or food-contact surfaces shall be reasonably clean.
- b. Hairnets, headbands, caps, or other effective hair restraints shall be used by employees engaged in the preparation and service of food to keep hair from food and food-contact surfaces.
- c. Effective hair restraints are defined as capable of keeping hair from coming into contact with food or food-contact surfaces, and keeping hair out of the field of vision, and restricting the hair in such a manner as to minimize hand-to-hair contact.
- d. People engaged in food preparation must have an effective hair restraint, due to the length of time these people are involved with food. Beards are included in this requirement.

Public Health Code Regulation 19-13-B42 (p)(1)

15. Good hygienic practices, smoking restricted (2 demerits)

- a. Handwashing sinks shall be used only for washing hands. Warewashing, slop sinks, food preparation, and other utility sinks cannot be used for handwashing.
- b. Employees shall keep their fingernails trimmed, filed, and maintained so the edges and surfaces are cleanable and not rough.
- c. Unless wearing intact gloves in good repair, a food employee may not wear fingernail polish or artificial fingernails when working with exposed food.
- d. Food employees with a lesion on the hands or wrists, including boils or wounds that are open or draining, must cover the lesion with an impermeable cover such as a finger cot or finger stall and shall wear a single-use glove over the impermeable cover. If the lesion is on exposed portions of the arms, food employees must protect the lesions with an impermeable cover. If the lesion is on other parts of the body, it must be covered by a dry, durable, tight-fitting bandage.
- e. Expectorating shall be debited as an item #15.
- f. Eating in food preparation, storage, and service areas including warewashing areas shall be debited as item #15.
- g. Employees shall not use tobacco in any form or eat while engaged in food preparation or service, or while in equipment and utensil washing or food-preparation areas: Provided, That designated locations in such areas may be approved by the Director of Health for smoking, where no contamination hazards will result. Employees may drink from closed beverage containers if handled to prevent contamination of hands, the container, exposed food, utensils and equipment.
- h. Washing hands in a pot or food preparation sink.
- h. Storage of handbags in a food preparation area.
- i. Mop water emptied in food preparation or equipment-utensil-washing sinks.
- j. Food employees shall maintain a high degree of personal cleanliness and shall conform to good hygienic practices during all working periods.
- k. Floor mats / mopheads shall not be washed in dishwashing facilities.

Public Health Code Regulations 19-13-B42 (h), (p)(1), (j)(3)(A)

EQUIPMENT AND UTENSILS: DESIGN, CONSTRUCTION AND INSTALLATION

16. Food-contact surfaces: designed, constructed, maintained, installed, located

(2 demerits)

- a. All equipment and utensils shall be so durable under normal conditions and operations as to be resistant to denting, buckling, pitting, chipping, crazing, and excessive wear; and shall be capable of withstanding repeated scrubbing, scouring, and the corrosive action of cleaning and sanitizing agents and food with which they come in contact.
- b. Food-contact surfaces of equipment and utensils shall be smooth; shall be free of breaks, open seams, cracks, chips, pits, and similar imperfections; shall be in good repair; and shall be easily cleanable.
- c. Materials used as food-contact surfaces of equipment and utensils shall, under use conditions, be corrosion resistant, relatively nonabsorbent and nontoxic: Provided, that the corrosion-resistant requirements shall not preclude the use of cast iron as a food-contact material for cooking.
- d. Food-contact surfaces of equipment and utensils shall be free of difficult-to-clean internal corners and crevices. Threads, which routinely contact food, shall be of a sanitary design, and no V-type threads shall be used in such a situation.
- e. Lubricated bearings and gears of equipment shall be so constructed that lubricants cannot get into the food or onto food-contact surfaces.
- f. Lubricant leaking from the bearing of a mixer is debited as an item #16.
- g. All food-contact surfaces, unless designed for in-place cleaning, shall be accessible for manual cleaning and for inspection either:
 - (1) Without being disassembled; or
 - (2) By disassembling without the use of tools; or
 - (3) By easy disassembling with the use of only simple tools kept available near the equipment, such as a mallet, a screwdriver, or an open-end wrench.

16. Food-contact surfaces: designed, constructed, maintained, installed, located
(2 demerits)

- h. Equipment intended for in-place cleaning shall be so designed and constructed that:
 - (1) Cleaning and sanitizing solutions can be circulated throughout a fixed system.
 - (2) Cleaning and sanitizing solutions will contact all interior surfaces.
 - (3) The system is self-draining or otherwise completely evacuated.
 - (4) Cleaning procedures result in thorough cleaning of the equipment.
- i. Cutting blocks and boards, and bakers' tables may be of hard maple or equivalent material which is nontoxic, smooth, and free of cracks, crevices, and open seams. Cutting boards shall be easily removable. Wicker or plastic breadbaskets, when suitably lined, may be used for unwrapped food.
- j. Solder and flux containing lead in excess of 0.2% may not be used as a food-contact surface.
- k. Hard solder (silver solder), when used as a food-contact surface, shall be of such formulation as to be nontoxic under use conditions; shall be corrosion resistant; and shall, consistent with good industrial practice in the refining of its constituent elements, be free of cadmium, antimony, bismuth, and other toxic materials.
- l. Ice buckets, other containers, and scoops, unless they are of the single-service type, shall be of a smooth, impervious material, and designed to facilitate cleaning.
- m. A container designed as a single use item that cannot be effectively cleaned or sanitized shall not be reused.
- n. Equipment which was installed in a food service establishment prior to the effective date of this regulation, and which does not meet fully all of the design and construction requirements of this section, shall be deemed acceptable in that establishment if it is in good repair, capable of being maintained in a sanitary condition, and the food-contact surfaces are nontoxic. Such equipment shall be so located and installed as to enable reasonable compliance with all of the requirements of this subsection pertaining to food protection.
- o. Hard maple or equivalent wooden cutting boards are satisfactory if in good condition and well maintained.
- p. Crazing - are marks which develop on china usually due to age.
- q. Original food containers which are not easily cleanable such as #10 tins cannot be reused.

16. Food-contact surfaces: designed, constructed, maintained, installed, located

(2 demerits)(cont.)

- r. Food grade plastic which will stand up to sanitizing can be reused, but must be discarded when chipped, cut, cracked, etc.
- s. Mollusk shells (sea shells) are not to be reused, and, if they are, should be debited at Item 16.
- t. Single-use gloves must be discarded when damaged.

Public Health Code Regulations 19-13-B42 (i), (j)(1 and 2), (o)(1)

17. Non-food-contact surfaces: designed, constructed, maintained, installed, located

(1 demerit)

- a. Surfaces of equipment not intended for contact with food, but which are exposed to splash, food debris, or otherwise require frequent cleaning, shall be reasonably smooth; washable; free of unnecessary ledges, projections, or crevices; readily accessible for cleaning; and of such material and in such repair as to be readily maintained in a clean and sanitary condition.
- b. Equipment which is placed on tables or counters, unless readily movable, shall be sealed thereto or mounted on legs or feet at least 4 inches high, and shall be so installed as to facilitate the cleaning of the equipment and areas adjacent thereto.
- c. Floor-mounted equipment, unless readily movable, shall be sealed to the floor; or shall be installed on raised platforms of concrete or other smooth masonry in such a manner as to prevent liquids or debris from seeping or settling underneath, between or behind such equipment in spaces which are not fully open for cleaning and inspection; or such equipment shall be elevated at least 6 inches above the floor. The space between adjoining units, and between a unit and the adjacent wall, shall be closed unless exposed to seepage, in which event it shall be sealed; or sufficient space shall be provided to facilitate easy cleaning between, behind, and beside all such equipment.
- d. Aisles or working spaces between equipment, and between equipment and walls, shall be unobstructed, and of sufficient width to permit employees to perform readily their duties without contamination of food or food-contact surfaces by clothing or through personal contact.

17. Non-food-contact surfaces: designed, constructed, maintained, installed, located

(1 demerit)(cont.)

- e. Equipment which was installed in a food service establishment prior to October 15, 1963 which does not meet fully all of the design and construction requirements of this section shall be deemed acceptable in that establishment if it is in good repair, capable of being maintained in a sanitary condition, and the food-contact surfaces are nontoxic. Such equipment shall be so located and installed as to enable reasonable compliance with all of the requirements of this subsection pertaining to equipment installation, and all of the requirements pertaining to food protection.

Public Health Code Regulations 19-13-B42 (i), (j)(1,2)

18/19. Single-service articles: storage, dispensing/no reuse of single service article

(2 demerits)

Single-service articles: storage, dispensing

- a. Single-service articles shall be made from nontoxic materials.
- b. Single-service articles shall be stored in closed cartons or containers, which protect them from contamination.
- c. Such articles shall be handled and dispensed in such a manner as to prevent contamination of surfaces, which may come into contact with food or with the mouth of the user. Drinking straws or any device, hollow in nature, including hollow stirrers, whereby through its use a beverage can be drawn into the mouth shall be separately wrapped either individually or in pairs with a sanitary protective covering or dispensed from an approved dispenser.
- d. Toothpicks and coffee stirrers are single-service articles and they must be properly stored and dispensed. Napkins must be stored above the floor.

Public Health Code Regulation 19-13-B42 (k)

No re-use of single-service articles

- a. Single-service articles shall be used only once.
- b. Reuse of wooden chopsticks is not allowed.

Lustran I 2036 Crystal by Monsanto is an approved multi-use plastic utensil.

Public Health Code Regulation 19-13-B42 (k)

20. Dishwashing facilities: approved design, adequately constructed, maintained, installed, located (2 demerits)

- a. A three-compartment sink shall be provided and used wherever washing and sanitization of equipment or utensils are conducted manually: Provided, that establishments where the only utensils to be washed are limited to spatulas, tongs, and similar devices, and when the only equipment to be cleaned is stationary and does not require disassembly for proper cleaning, a two compartment sink may be approved by the health authority for this purpose. At least a two-compartment sink shall be provided and used for washing kitchenware and equipment which does not require sanitization.
- b. Sinks used for manual washing and sanitizing operations shall be of adequate length, width, and depth to permit the complete immersion of the equipment and utensils, and each compartment of such sinks shall be supplied with hot and cold running water.
- c. Dishwashing machines shall be of such materials and so designed and constructed as to be easily cleanable, and shall be capable, when operated properly, of rendering all surfaces of equipment and utensils clean to sight and touch, and sanitized.
- d. When spray-type dishwashing machines are used, the following additional requirements shall be met:
 - (1) Wash water and rinse water tanks shall be so protected by distance, baffles, or other effective means as to minimize the entry of wash water into the rinse water.
 - (2) The flow pressure shall be not less than 15 or more than 25 pounds per square inch on the water line at the machine, and not less than 10 pounds per square inch at the rinse nozzles. A suitable gauge cock shall be provided immediately upstream from the final rinse sprays to permit checking the flow pressure of the final rinse water.
 - (3) Conveyors in dishwashing machines shall be accurately timed to assure proper exposure times in wash and rinse cycles.
 - (4) Jets, nozzles, and all other parts of each machine shall be maintained free of chemical deposits, debris, and other soil. Automatic detergent dispensers, if used, shall be kept in proper operating condition.
- e. Any other type of machine, device, or facilities and procedures may be approved by the health authority for cleaning and sanitizing equipment and utensils, if it can be readily established that such machine, device, or facilities and procedures will routinely render equipment and utensils clean to sight and touch, and provide effective bactericidal treatment as demonstrated by a 99.999% (5 log) reduction in the number of disease microorganisms of public health importance.

20. Dishwashing facilities: approved design, adequately constructed, maintained, installed, located (2 demerits)

- f. Dish tables and drainboards, of adequate size for proper handling of soiled utensils prior to washing and for cleaned utensils following rinsing or sanitization, shall be provided, and shall be so located or constructed as not to interfere with the proper use of the dishwashing facilities: Provided, that drainboards shall not be required for cooks' and bakers' rinse sinks.
- g. Sinks, dish tables, and drainboards shall be constructed of galvanized metal or better, suitably reinforced, of such thickness and design as to resist denting and buckling, and sloped so as to be self-draining.
- h. All food service establishments which do not have adequate and effective facilities for cleaning and sanitizing utensils shall use single-service articles.
- i. Dishwashing machines using chemicals for sanitization must be approved by the commissioner. Chemicals added for washing, sanitization, and drying purposes shall be automatically dispensed, compatible, not interfering with the effective purpose of each other.

Public Health Code Regulations 19-13-B42 (i), (j)

EQUIPMENT AND UTENSILS: CLEANLINESS

21/22/23 Preflushed, scraped, soaked and racked, wash water clean proper temperature, accurate thermometers provided, dish basket, if used (1 demerit)

Preflushed, scraped and racked

- a. Prior to washing, all equipment and utensils shall be preflushed or prescraped, and, when necessary, presoaked to remove gross food particles and soil.

Public Health Code Regulation 19-13-B42 (j)

Wash water clean, proper temperature

- a. Wash water shall be kept reasonably clean.
- b. When spray type hot water sanitizing dishwashing machines are used the temperature of the wash water may not be less than 165° F. for a single temperature stationary rack machine; 160° F. for a conveyor, dual temperature machine; 150° F. for a single tank stationary rack, dual temperature machine; and 150° F. for a conveyor, multitemperature machine.

21/22/23 Preflushed, scraped, soaked and racked, wash water clean proper temperature, accurate thermometers provided, dish basket, if used (1 demerit)

- c. Effective concentrations of a suitable detergent shall be used in both manual and mechanical dishwashing and in chemical sanitizing machines chemicals added for washing, sanitization and drying purposes shall be automatically dispensed, compatible, not interfering with the effective purpose of each other.
- d. When manual dishwashing is employed, equipment and utensils shall be thoroughly washed in a detergent solution which is kept reasonably clean.

Public Health Code Regulation 19-13-B42 (j)

Accurate thermometers provided, dish baskets, if used

- a. An easily readable thermometer shall be provided in each tank of the dishwashing machine which will indicate to an accuracy of $\pm 2^{\circ}$ F. the temperature of the water or solution therein. In addition, a thermometer of equal accuracy shall be provided which will indicate the temperature of the final rinse water as it enters the manifold.
- b. When hot water is used as the sanitizing agent in manual operations, thermometers, accurate to $\pm 2^{\circ}$ F., shall be provided convenient to the sink to permit frequent checks of the water temperature.
- c. Dish baskets shall be of such design as to permit complete immersion of the utensils and equipment components being sanitized therein.
- d. When dishwashing machines using chemicals for sanitization are used a test kit or other device that accurately measures the parts per million concentration of the solution shall be available and used.
- e. When chemicals are used for manual sanitizing a suitable test kit shall be available.

Public Health Code Regulation 19-13-B42 (j)

24. Sanitization rinse (hot water - chemical) (2 demerits)

- a. All tableware shall, after each use, be thoroughly washed and rinsed and sanitized. A spoon or other utensil, once used for tasting food, shall not be used until it has been sanitized.
- b. All kitchenware and food-contact surfaces of equipment used in the preparation, service, display, or storage of potentially hazardous food shall be sanitized prior to such use, and following any interruption of operations during which contamination of the food-contact surfaces is likely to have occurred. Where equipment and utensils are used for the preparation of potentially hazardous food on a continuous or production-line basis, the food-contact surfaces of such equipment, and utensils shall be cleaned and sanitized at intervals throughout the day on a schedule approved by the health authority.
- c. When manual dishwashing is employed, all eating and drinking utensils, and, where required, the food-contact surfaces of all other equipment and utensils shall be sanitized by one of the following methods:
 - (1) Immersion for at least one minute in clean hot water at a temperature of at least 170 ° F.
 - (2) Immersion for a period of at least 1 minute in a sanitizing solution containing:
 - (a) At least 50 mg/L (50 ppm is an equivalent concentration) of available chlorine at a temperature not less than 75 ° F. (Bath at 100mg/1 at start); or
 - (b) At least 12.5 ppm of available iodine in a solution having a pH not higher than 5.0 and a temperature of not less than 75 °F.; or
 - (c) Any other chemical-sanitizing agent which has been demonstrated to the satisfaction of the health authority to be effective and nontoxic under use conditions, and for which a suitable field test is available. Such sanitizing agents in use solutions, shall provide the equivalent bactericidal effect of a solution containing at least 50 ppm of available chlorine at a temperature not less than 75 °F.
 - (3) Equipment too large to treat by methods (1) and (2) above may be treated:
 - (a) With live steam from a hose, in the case of equipment in which steam can be confined; or
 - (b) By spraying or swabbing with a chemical sanitizing solution of at the minimum strength required for the particular sanitizing solution when used for immersion sanitization.

24. Sanitization rinse (hot water - chemical) (2 demerits)(cont.)

- d. When spray-type dishwashing machines are used, the following additional requirements shall be met:
- (1) When hot water is relied upon for sanitization, the temperature of the fresh hot water sanitizing rinse as it enters the manifold may not be more than 194° F. or less than 165° F. for a single tank, stationary rack, single temperature machine; or 180° F. for all other machines.
 - (2) When a pumped rinse is provided, the water shall be at a temperature of at least 160° F.
 - (3) The item being sanitized must attain a temperature of 160° F. on its surface.
 - (4) When chemicals are relied upon for sanitization, utensils and equipment shall be exposed to the final chemical sanitizing rinse in accordance with the manufacturer's specification for time and concentration and at a temperature not less than 75° F. nor less than the temperature specified by the machine's manufacturer.
- e. Cleaner-sanitizers are not suitable to eliminate sanitizing.
- f. All food thermometers, multi-use utensils and food contact surfaces of equipment used in the preparation or storage of potentially hazardous food shall be thoroughly cleaned and sanitized prior to use and following: A change from working with raw animal foods to working with ready-to-eat foods; a change in type of raw animal food such as beef, fish, lamb, pork, or poultry; use with raw fruit or vegetables prior to use with potentially hazardous food; and at any time during the operation when contamination may have occurred.
- g. Unless approved by the director of health for a different frequency food contact surfaces and utensils used with potentially hazardous food shall be cleaned and sanitized at least every 4 hours.
- h. Sinks used to wash or thaw food shall be sanitized before and after using the sink to wash produce or thaw food.

Public Health Code Regulation 19-13-B42 (j)

25. Clean wiping cloths (1 demerit)

- a. Cloths used by waiters, chefs, and other personnel, shall be clean, and any such cloths used for wiping food-contact surfaces shall be used for no other purpose.
- b. Sponges are not recommended for wiping food-contact surfaces. Do not debit. Make certain sanitizing solution is used.
- c. Cloths used for wiping food spills shall be stored in an approved chemical sanitizer at a concentration specified for sanitizing food-contact surfaces.

Public Health Code Regulations 19-13-B42 (j)(2)

26. Food-contact surfaces of utensils and equipment clean (2 demerits)

- a. At least every four hours, all kitchenware and food-contact surfaces of equipment, exclusive of cooking surfaces, used in the preparation, serving, display, or storage of food, shall be thoroughly cleaned to sight and touch. The cooking surfaces of grills, griddles, and similar cooking devices shall be cleaned at least once a day, and shall be free of incrustated grease deposits and other soil.
- b. Detergents and abrasives shall be rinsed off food-contact surfaces.
- c. Ice buckets, other containers and scoops, shall be kept clean.
- d. The wall of a reach-in refrigerator is a food-contact surface. (Debit #16 if in poor repair).

Public Health Code Regulation 19-13-B42 (j)(4)

27. Non-food-contact surfaces of equipment and utensils clean (1 demerit)

- a. Non-food-contact surfaces of all equipment used in the operation of a food service establishment, including tables, counters, shelves, mixers, grinders, slicers, hoods, and fans, shall be cleaned at such frequency as is necessary to be free of accumulations of dust, dirt, food particles, and other debris.

Public Health Code Regulation 19-13-B42 (j)(4)

28. Equipment/utensils storage, handling (1 demerit)

- a. Food-contact surfaces of cleaned and sanitized equipment and utensils shall be handled in such a manner so as to be protected from contamination. Cleaned spoons, knives, and forks shall be picked up and touched only by their handles. Clean food-contact surfaces of equipment and utensils shall be handled so that fingers and thumbs do not contact inside surfaces or lip-contact surfaces.
- b. Cleaned, and cleaned and sanitized, portable equipment and utensils shall be stored above the floor in a clean, dry location, and suitable space and facilities shall be provided for such storage so that food-contact surfaces are protected from splash, dust, and other contamination. The food-contact surfaces of fixed equipment shall also be protected from splash, dust, and other contamination. Utensils shall be air dried before being stored, or shall be stored in a self-draining position on suitably located hooks or racks constructed of corrosion-resistant material. Wherever practicable, stored containers and utensils shall be covered or inverted. Facilities for the storage of flatware (silverware) shall be provided and shall be designed and maintained to present the handle to the employee or customer.
- c. Ice buckets, other containers and scoops shall be stored and handled in a sanitary manner.
- d. If ice crushers are used, they shall be maintained in a clean condition and shall be covered when not in use.
- e. Pre-set tableware - acceptable if wrapped, covered, or inverted.
- f. Glasses hung over a bar, in front of customers, which are used for serving beverages, should be debited.
- g. Cups and glasses should not be stored on paper towels.

Public Health Code Regulation 19-13-B42 (k)

WATER SUPPLY

29. Water source: adequate, safe (4 demerits)

- a. The water supply shall be adequate, of a safe, sanitary quality, in conformance with PHC Section 19-13-B102 and from an approved source which is constructed, protected, operated, and maintained in conformance with PHC section 19-13-B51 (a) through (m): Provided, that, if approved by the director of health, a non-potable water-supply system may be permitted within the establishment for purposes such as air conditioning and fire protection, only if such system complies with applicable state and local plumbing codes, and the non-potable water supply is not used in such a manner as to bring it into contact, either directly or indirectly, with food, food equipment, or utensils.
- b. All water, not piped into the establishment directly from the source shall be transported, handled, stored, and dispensed in an approved manner.
- c. Drinking water, if not dispensed through the water-supply system of the food service establishment, may be stored in a separate nonpressurized tank, reservoir, or other container.

Public Health Code Regulations 19-13-B39; 19-13-B42 (g); 19-13-B50; 19-13-F3; 19-13-F6

30. Hot and cold water under pressure, provided as required (2 demerits)

- a. Hot and cold running water under pressure shall be provided in all areas where food or drink is prepared, or equipment, multi-use utensils, or containers are washed. Hot water supplied in all areas where food or drink is prepared and where multi-use utensils and equipment are washed, and for other general purposes shall be maintained at a temperature of at least 110° F. through a mixing valve or combination faucet.
- b. Hot water supplied at handwashing sinks available to the public shall be in conformance with PHC section 19-13-B111. (As of 8/14/01 requires a maximum temperature of 115° F.)
- c. Each lavatory shall be provided with hot and cold or tempered running water. Where hot and cold running water is provided, a mixing valve or combination faucet is required. Steam mixing valves are prohibited.
- d. A self-closing, slow-closing, or metering faucet shall provide a flow of water for at least 15 seconds without the need to reactivate the faucet.

Public Health Code Regulation 19-13-B42 (g); 19-13-B111

SEWAGE DISPOSAL

31. Sewage disposal approved (4 demerits)

- a. All water-carried sewage shall be disposed of by means of:
 - (1) A public sewage system; or
 - (2) An approved sewage disposal system which is constructed and operated in conformance with applicable state and local laws, ordinances, and regulations.
- b. Non-water-carried sewage disposal facilities shall not be used, except where water-carried disposal methods have been determined by the health authority to be impractical. Under such conditions, only facilities which have been approved by the health authority shall be used, and operation of these facilities shall be in conformance with applicable state and local laws, ordinances, and regulations.

Public Health Code Regulations 19-13-B42 (f); 19-13-B103; 19-13-B104

32. Proper disposal of waste water (1 demerit)

- a. All parts of the floor of each walk-in refrigerator requiring draining shall be graded to drain to the outside through a wastepipe, doorway, or other opening.
- b. Drain lines from equipment shall not discharge waste water in such a manner as will permit the flooding of floors or the flowing of water across working or walking areas, or into difficult-to-clean areas, or otherwise create a nuisance.
- c. Dirty floor and equipment wash water must be disposed of in such a manner as not to create a nuisance condition or contaminate food-contact surfaces. Such water could be disposed of to floor drains, slop sinks or toilets.
- d. Where drainage lines from air conditioning and refrigerating equipment drain into handwashing sinks, food-prep sinks, or equipment and utensil washing sinks, debit item 32.

Public Health Code Regulations 19-13-B42 (m)(2); 19-13-B45 (p)

PLUMBING

33. Location, installation, maintenance (1 demerit)

- a. All plumbing shall be sized, installed, and maintained in accordance with applicable state and local plumbing laws, ordinances, and regulations.
- b. Grease traps shall not be required, except in special cases as may be determined by the health authority.
- c. The piping of any nonpotable water system shall be adequately and durably identified, such as by distinctive yellow-colored paint, so that it is readily distinguished from piping which carries potable water; and such piping shall not be connected to equipment or have outlets in the food-preparation area.

Public Health Code Regulations 19-13-B42 (f); 19-13-B45

34. No cross connection, back siphonage, backflow (4 demerits)

- a. The potable water-supply piping shall not be directly connected with any nonpotable water-supply system whereby the nonpotable water can be drawn or discharged into the potable water-supply system.
- b. The potable water system shall be installed in such a manner so as to preclude the possibility of backsiphonage.
- c. Indirect waste connections shall be provided for drains, overflows, or relief vents from the water-supply system.
- d. Dishwashing machines, refrigerators, steam kettles, potato peelers, and similar types of enclosed equipment in which food, portable equipment, or utensils are placed, shall not be directly connected to the drainage system. Each waste pipe from such equipment shall discharge into an open, accessible, individual waste sink, floor drain, or other suitable fixture which is properly trapped and vented: Provided, that, when a dishwashing machine is located adjacent to a floor drain, the waste from the dishwashing machine may be connected direct on the inlet side of the floor drain trap. Indirect connections of drain lines from other equipment used in the preparation of food or washing of equipment and utensils may be required by the health authority when, in his opinion, the installation is such that backflow of sewage is likely to occur. Each walk-in refrigerator equipped with a floor drain, shall have it so installed as to preclude the backflow of sewage into the refrigerator.
- e. Indirect waste lines from dishwashers do not conflict with the plumbing code. The dishwasher must be properly trapped.

Public Health Code Regulations 19-13-B37; 19-13-B42 (f); 19-13-B45

TOILET FACILITIES

35. Adequate, convenient, accessible, designed, installed (4 demerits)

- a. Toilet facilities shall be adequate and conveniently located, and shall be accessible to the employees at all times.
- b. Toilet and handwashing facilities accessible to the public shall be provided in conformance with sections 19-13-B106 of the Connecticut Public Health Code.
- c. Water closets and urinals shall be of a sanitary design.

Public Health Code Regulations, 19-13-B1 (a); 19-13-B42 (f); 19-13-B45; 19-13-B106

36. Toilet rooms enclosed with self-closing door (1 demerit)

- a. Toilet rooms shall be completely enclosed, and shall have tight fitting, self-closing doors. Such doors shall not be left open except during cleaning or maintenance.
- b. Toilet room walls shall be tight and extend from floor to ceiling.
- c. Debit Item 36 for louvered toilet room doors.

Public Health Code Regulations 19-13-B42 (f); 19-13-B108

37. Proper fixtures provided, good repair, clean (1 demerit)

- a. Toilet facilities, including toilet room and fixtures, shall be kept clean and in good repair, and free of objectionable odors.
- b. Toilet fixtures shall be sanitary and readily cleanable.
- c. A supply of toilet tissue shall be provided at each toilet at all times. Easily cleanable receptacles shall be provided for waste materials, and such receptacles in toilet rooms for women shall be covered. Such receptacles shall be emptied at least once a day, and more frequently when necessary to prevent excessive accumulation of waste material.
- d. If vestibules are provided, they shall be kept in a clean condition and in good repair.

Public Health Code Regulations 19-13-B42 (f); 19-13-B45; 19-13-B107; 19-13-B108; 19-13-B113

HANDWASHING FACILITIES

38. Suitable hand cleaner and sanitary towels or approved hand-drying devices provided, tissue, waste receptacles provided (1 demerit)

- a. An adequate supply of hand-cleansing soap or detergent shall be available at each lavatory. An adequate supply of sanitary towels, or an approved hand-drying device, shall be available and conveniently located near the lavatory. Common towels are prohibited. Where disposable towels are used, waste receptacles shall be located conveniently near the hand-washing facilities.
- b. Lavatories, soap dispensers, hand-drying devices, and all other components of the hand-washing facilities shall be kept clean and in good repair.
- c. Do not debit clean bar soap in a clean holder. We still strongly recommend dispensed soap.

Public Health Code Regulations 19-13-B42 (f), (h); 19-13-B45

GARBAGE AND RUBBISH STORAGE & DISPOSAL

39. Approved containers, adequate number, covered, rodent proof, clean (1 demerit)

- a. All garbage and rubbish containing food waste shall be kept in containers, constructed of durable metal or other approved types of material, which do not leak and do not absorb liquids.
- b. All containers shall be provided with tight-fitting lids or covers and shall, unless kept in a special vermin-proofed room or enclosure or in a waste refrigerator, be kept covered when stored or not in continuous use.
- c. After being emptied, each container shall be thoroughly cleaned on the inside and outside in a manner so as not to contaminate food, equipment, utensils, or food-preparation areas. Brushes shall be provided for washing garbage containers and shall be used for no other purpose. Can-washing machines, steam-cleaning devices, or similar equipment should be used where the operation is large enough to warrant this type of equipment. Waste water from such cleaning operations shall be disposed of as sewage.
- d. There shall be a sufficient number of containers to hold all of the garbage and rubbish containing food waste which accumulates between periods of removal from the premises.

Public Health Code Regulations 19-13-B21 (a); 19-13-B42 (l)

40/41. Storage areas/rooms, enclosures-properly constructed, clean/garbage disposed of in an approved manner, at approved frequency (1 demerit)

Storage areas/rooms, enclosures-properly constructed, clean

- a. Garbage and rubbish containing food waste shall be stored so as to be inaccessible to vermin. All other rubbish shall be stored in a manner approved by the health authority.
- b. Storage facilities shall be adequate for the proper storage of all garbage and rubbish.
- c. Storage areas shall be clean, and shall not constitute a nuisance.
- d. Storage rooms or enclosures shall be constructed of easily cleanable, washable materials and shall be vermin-proofed. The floors, and the walls up to at least the level reached by splash or spray, shall be of relatively nonabsorbent materials. Garbage containers outside the establishment shall be stored either on a concrete slab, or on a rack which is at least 12 inches above the ground for a single bank of containers, or 18 inches above the ground for a multiple bank of containers.

Public Health Code Regulations 19-13-B21 (a); 19-13-B42 (l)

Garbage disposed of in an approved manner, at approved frequency

- a. Food-waste grinders shall be so constructed and installed as to comply with applicable state and local plumbing laws, ordinances, and regulations.
- b. All garbage and rubbish shall be disposed of daily, or at such other frequencies as may be approved by the health authority, and in such a manner as to prevent a nuisance.

Public Health Code Regulations 19-13-B21 (a); 19-13-B42 (l)

VERMIN CONTROL

42. Presence of insects/rodents (2 demerits)

- a. Effective control measures shall be utilized to minimize the presence of rodents, flies, roaches, and other vermin on the premises.

Public Health Code Regulation 19-13-B1 (a); 19-13-B42 (o)(3)

43. Outer openings protected against entrance of insects/rodents (1 demerit)

- a. Unless flies and other flying insects are absent from the immediate vicinity of the establishment, all openings to the outer air shall be effectively protected against the entrance of such insects by self-closing doors, closed windows, screening, controlled air currents, or other effective means.
- b. Screening material shall be not less than 16-mesh to the inch or equivalent.
- c. Screen doors to the outer air shall be self-closing; and screens for windows, doors, skylights, transoms, and other openings to the outer air shall be tight fitting and free of breaks.
- d. All openings to the outside shall be effectively protected against the entrance of rodents.

Public Health Code Regulation 19-13-B42 (d)

FLOORS, WALLS, AND CEILINGS

44/45/46/47 Floors installed, constructed as required, good repair, clean/graded, drained as required/wall juncture covered/mats removable, good repair, clean (1 demerit)

Floor covering installed, constructed as required, good repair clean

- a. All floors shall be kept clean and in good repair. Sawdust or wood shavings shall not be used on the floors.
- b. The floors of all food preparation, food storage, and utensil washing rooms and areas, and walk-in refrigerators, dressing or locker rooms, and toilet rooms shall be constructed of smooth, durable, nonabsorbent, and easily cleanable materials such as concrete, terrazzo, ceramic tile, durable grades of linoleum or plastic, or tight wood impregnated with plastic. Provided, that in areas subject to spilling or dripping of grease or fatty substances, such floor coverings shall be of grease-resistant material; and provided further, that floors of nonrefrigerated dry-food-storage areas need not be nonabsorbent.
- c. The floor of a walk-in cooler is a floor.

Public Health Code Regulation 19-13-B42 (b)

44/45/46/47 Floors installed, constructed as required, good repair, clean/graded, drained as required/wall juncture covered/mats removable, good repair, clean
(1 demerit)(cont.)

Floors, graded, drained as required

- a. Floor drains shall be provided in floors which are water flushed for cleaning or which receive discharges of water or other fluid waste from equipment. Such floors shall be graded to drain.

Public Health Code Regulation 19-13-B42 (b)

Floor, wall juncture coved

- a. All concrete, terrazzo, or ceramic tile floors, hereafter installed in food preparation, food storage, and utensil-washing rooms and areas, and walk-in refrigerators, dressing or locker rooms, and toilet rooms, shall provide a coved juncture between the floor and wall. In all cases, the juncture between the floor and wall shall be closed.

Public Health Code Regulation 19-13-B42 (b)

Mats removable, good repair, clean

- a. Mats or duckboards, if used, shall be so constructed as to facilitate being cleaned, and shall be kept clean. They shall be of such design and size as to permit easy removal for cleaning.
- b. Cardboard boxes are not suitable for use as mats or duckboards.

Public Health Code Regulation 19-13-B42 (b)

48. Exterior walking, driving surfaces: Good repair, clean (1 demerit)

- a. The walking and driving surfaces of all exterior areas where food is served, such as drive-in restaurants, side-walk cafes, patio service, chuck-wagon service, and barbecues, shall be kept clean and free of debris, and shall be properly drained so that water will not accumulate. Such areas shall be surfaced with concrete or asphalt, or with gravel or similar material effectively treated to facilitate maintenance and to minimize dust.

Public Health Code Regulation 19-13-B42 (b)

49. Walls, ceilings, attached equipment: properly constructed, good repair, clean. Wall and ceiling surfaces as required. (1 demerit)

- a. All walls and ceilings, including doors, windows, skylights, and similar closures, shall be kept clean and in good repair.
- b. The walls of all food-preparation, utensil-washing, and handwashing rooms or areas, shall have light-colored, smooth, easily cleanable surfaces, and such surfaces shall be washable up to at least the highest level reached by splash or spray. Acoustical materials may be used on the ceiling, provided ventilation is adequate to minimize grease and moisture absorption.
- c. Wall covering materials used, such as sheet metal, linoleum, plastic, paper, and similar materials, shall be so attached and sealed to the wall or ceiling as to leave no open spaces or cracks which would permit accumulation of grease or debris, or provide harborage for vermin.
- d. Studs, joists, and rafters shall not be left exposed in food-preparation or utensil-washing areas; they shall be suitably finished and shall be kept clean and in good repair.
- e. Light fixtures, decorative material, and similar equipment and material attached to walls or ceilings, shall be kept clean.

Public Health Code Regulation 19-13-B42 (c)

50. Dustless cleaning methods used, cleaning equipment properly stored (1 demerit)

- a. Vacuum cleaning, wet cleaning, or other dustless methods of floor and wall cleaning shall be used; or dust-arresting sweeping compounds and push brooms shall be employed; and all such cleaning, except emergency floor cleaning, shall be done during those periods when the least amount of food is exposed, such as after closing or between meals.
- b. Corn brooms can be used for spot cleaning and cleaning around and under equipment.
- c. Cleaning equipment should not be stored in a food preparation area (kitchen)

Public Health Code Regulation 19-13-B42 (q)(1)

LIGHTING

51. Adequate lighting provided as required (1 demerit)

- a. At least 20 foot-candles of light shall be required on all working surfaces and at least 10 foot-candles on all other surfaces and equipment, in food-preparation, utensil-washing and handwashing areas, and toilet rooms. Sources of artificial light shall be provided and used to the extent necessary to provide the required amounts of light on these surfaces when in use and when being cleaned. At least 5 foot-candles of light at a distance of 30 inches from the floor shall be required in all other areas, including dining areas during cleaning operations.
- b. The best way to determine lighting is with a light meter.

Public Health Code Regulation 19-13-B42 (e); 19-13-B110

VENTILATION

52. Room free of steam, smoke odors (1 demerit)

- a. All rooms shall be adequately ventilated, and ventilation facilities shall be maintained and operated so that all areas are kept reasonably free from excessive heat, steam, condensation, vapors, smoke, or fumes. Effective air-recovery systems may be used in the ventilation of these areas.
- b. Toilet rooms must be free of smoke, odor, etc.

Public Health Code Regulation 19-13-B42 (e); 19-13-B45 (q)

53. Room and equipment-hoods, ducts vented as required (1 demerit)

- a. All rooms, areas, and equipment, from which contaminated aerosols, obnoxious odors, or noxious fumes or vapors may originate, shall be effectively vented to the outside area.
- b. Ventilation hoods and devices shall be designed to prevent grease or condensate from dripping into food or onto food-preparation surfaces. Filters, where used, shall be readily removable for cleaning and replacement.
- c. Where intake air ducts are used, they shall be designed and maintained so as to prevent the entrance of dust, dirt, insects, or other contaminating materials.

53. Room and equipment-hoods, ducts vented as required (1 demerit)(cont.)

- d. Ventilation systems shall comply with applicable state and local fire-prevention requirements and when vented to the outside air, shall discharge in such manner as not to create a nuisance.
- e. Toilet room vents must comply with applicable laws.

Public Health Code Regulation 19-13-B42 (e); 19-13-B45 (q); 19-13-B110

DRESSING ROOMS AND LOCKERS

54. Rooms adequate, clean, adequate lockers provided, facilities clean (1 demerit)

- a. Adequate facilities shall be provided for the orderly storage of employees' clothing and personal belongings. Dressing rooms or designated areas shall be provided when, as a routine procedure, employees change clothing within the establishment. Such designated areas shall be located outside of food-preparation, storage, and serving areas, and utensil-washing and storage areas: Provided, that the local Director of Health may approve such an area in a storage room where only completely packaged food is stored.
- b. Adequate lockers within dressing rooms or areas, or other suitable facilities within dressing rooms, shall be provided and used for the storage of employees' coats, clothing, and personal belongings when clothing is changed on the premises.
- c. Dressing rooms or areas, and lockers, shall be kept in a clean and orderly condition.

Public Health Code Regulation 19-13-B42 (q)(2)

HOUSEKEEPING

55. Establishment and premises free of litter, no insect/rodent harborage, no unnecessary articles
(1 demerit)

- a. The premises shall be kept in such a condition as to prevent the harborage or breeding of vermin.
- b. The establishment and all parts of the property used in connection with operation of the establishment shall be kept neat, clean, and free of litter and rubbish.
- c. Paper towels on the floor are debited as litter as Item 55.

Public Health Code Regulations 19-13-B42 (d), (o), (q)(1)

56. Complete separation from living/sleeping quarters and laundry (1 demerit)

- a. None of the operations connected with the establishment shall be conducted in any room used as living or sleeping quarters.
- b. Washing machines should be located in a room separate from food preparation.

Public Health Code Regulation 19-13-B42 (q)(1)

57. Clean/soiled linens stored properly (1 demerit)

- a. Laundered cloths and napkins shall be stored in a clean place until used.
- b. Nonabsorbent containers or laundry bags shall be provided, and damp or soiled linens and clothes shall be kept therein until removed for laundering.

Public Health Code Regulation 19-13-B42 (q)(1)

58. No live birds, turtles, other animals (except guide or assistance dogs) (1 demerit)

- a. No live birds or animals shall be allowed in any area used for the storage, preparation or serving of food, or for the cleaning or storage of utensils, or in toilet rooms, employees' dining rooms or areas, in vehicles used for transporting food, or in any other area or facility used in the conduct of foodservice establishment operations. Provided, that guide dogs or assistance dogs accompanying blind, deaf, or mobility impaired persons and dogs accompanying persons training such dogs as defined pursuant to the Connecticut General Statutes Sections 46a-42, and 46a-44, may be permitted in dining areas.
- b. Birds and other pets sold in stores where food is also prepared for sale must be physically separated from the food. Pet area should be exhausted outside the building.

Public Health Code Regulation 19-13-B42 (q)(1)

NONSMOKING AREAS

59. Smoking Prohibited (3 demerits)

- a. Smoking in all indoor public areas of foodservice establishments is prohibited regardless of the seating capacity.
- b. Signs must be posted at each entrance stating that smoking is prohibited by state law.
- c. Establishments that have a permit to sell alcoholic liquor and have outdoor seating areas without a roof or ceiling enclosure, which are maintained for service of food, must provide at least 75% of outdoor seating capacity as an area in which smoking is prohibited and which is designated with written signage as a non-smoking area.
- d. Outdoor temporary seating areas established for special events and not used on a regular basis shall not be subject to the smoking prohibition or signage requirements of this subsection.
- e. Outdoor seating areas of establishments that do not serve alcohol are exempt from the smoking prohibition and signage requirements.

Public Health Code Regulations 19-13-B42 (p)(2,3,4 and 5); C.G.S. Section 19a-342

QUALIFIED FOOD OPERATOR

60. Qualified Food Operator (3 demerits)

- a. Qualified food operator (QFO) is a food operator employed in a full-time position (30 hours per week or the number of hours per week that the establishment is open for business, whichever is less) who has demonstrated knowledge of safe food handling techniques.
- b. Each person owning, operating or managing any food service establishment designated either as Class III or IV shall be a qualified food operator or shall employ **on-site** at least one qualified food operator who is in a supervisory position at the establishment.
- c. Evidence of compliance with this requirement means documentation that the QFO has passed a test administered by a testing organization approved by the department or other documentation satisfactory to the department attesting to the individual's knowledge of safe food handling techniques.
- d. Other documentation satisfactory to the department is a signed statement by the owner/operator attesting that the QFO has demonstrated knowledge of food safety as specified under the "elements of knowledge" and "demonstrable elements of competency" sections of the regulations.
- e. Said documentation shall be maintained on file at the food service establishment and provided to the local director of health, registered sanitarian or authorized agent on request.
- f. The director of health may require documentation to support the signed statement.
- g. Exempt from the QFO requirements are: temporary food service establishments and special events sponsored by nonprofit civic organizations such as, but not limited to, school sporting events, little league food booths, church suppers, fairs; volunteers who serve meals for a nonprofit organization; persons who serve meals at registered congregate meal sites funded under Title III of the Older Americans Act of 1965 when the meals are prepared under the supervision of a qualified food operator; and soup kitchens that rely exclusively on services provided by volunteers.

Public Health Code Regulations 19-13-B42 (a)(8); 19-13-B42 (a)(11); 19-13-B42(s) (4);
19-13-B42(s) (6); 19-13-B42 (u)(4)
C.G.S. Section 19a-36b

61. Designated Alternate (2 demerits)

- a. The owner or manager of the Class III or IV establishment shall designate an alternate person who has complied with the signed statement requirement to be in charge at all times when the QFO cannot be present.
- b. In the absence of the qualified food operator the designated alternate is responsible for: ensuring that all employees comply with the regulations, and that foods are safely prepared; handling emergencies; admitting the inspector; and receiving and signing the inspection report.
- c. A signed statement by the owner / operator attesting that the designated alternate has demonstrated knowledge of food safety as specified under the “elements of knowledge” and “demonstrable elements of competency” sections of the regulations shall be maintained on file at the food service establishment and made available upon request.

Public Health Code Regulations 19-13-B42(s) (4); 19-13-B42(s) (6); 19-13-B42(s) (8)(B)

62. Written documentation of training program (2 demerits)

- a. The QFO is responsible for ensuring the training of food preparation personnel.
- b. All such personnel including volunteers who serve meals for a nonprofit organization and persons who serve meals at registered congregate meal sites for senior citizens shall receive training that shall include but not necessarily be limited to instructions in:
 - (1) Proper food temperature control
 - (2) Food Protection
 - (3) Personal health and cleanliness
 - (4) Sanitation of the facility, equipment, supplies and utensils
 - (5) Food allergies (currently not in regulations)
- c. The QFO shall maintain written documentation of a training program and training records of individual employees and shall make these records available to the local health department upon request.

Public Health Code Regulations 19-13-B42(s) (8); C.G.S. Section 19a-36

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