

Hosting a Safe, Healthy Event with Food

This section provides guidelines and the paperwork necessary for a Student Organization to host a temporary event where food will be prepared and distributed. These steps must be taken to ensure people attending the event will have a safe and healthy experience.

Procedure for Temporary Events

A temporary event is described as an event that lasts no more than 72 hours at a fixed location. All temporary events must comply with the Texas Department of Health guidelines concerning food preparation. Those guidelines are called the "Texas Food Establishment Rules" (TFER). To ensure that a temporary event will meet the TFER guidelines, the following checklist has been created. All items will have to be addressed before a permit will be issued.

Permit:

All temporary events, involving food production, will need an application for permit from the Brazos County Health Department. Applications must be completed and processed by the Health Department at least 72 hours prior to commencement of the event. Application fee is \$55.00 per event. Contact info: Website - <http://www.co.brazos.tx.us/health/> Email - healthdept@co.brazos.tx.us or Call (979) 361-4450

Food Source: All food items that will be prepared must be from an approved source and in sound condition. Almost anything purchased at a grocery store, discount warehouse, permitted establishments would be considered approved source.

On-Site Food Production: Food must be prepared on site at the event. Home food production is allowed.

Cold Hold: Food must be held at 41 degrees Fahrenheit during transportation and preparation. For instance, if hot dogs were to be served, you would need to purchase the product from a store and keep them refrigerated or on ice until they are actually cooked.

Thermometer: Cooking temperatures should be closely watched.

Please use the following guidelines:

- Brisket (Raw Meat) 145 degrees F
- Hamburger Meat (Ground Meat) 155 degrees F
- Hot Dogs 155 degrees F

- Chicken (Poultry) 165 degrees F Holding Temp. 140 degrees F

Ice: Shall be obtained from an approved source, such as grocery stores, icehouses, and convenient stores. There should be separate ice coolers, one with ice to store food items and a separate one with ice used to fill drink cups.

Hand Wash: A means of washing hands shall be established. Water container must be designed with a spigot that allows the user to wash hands freely without continuously depressing the spigot or tilting the container. Below the hand-washing container shall be a bucket to collect wastewater. Hand soap, hand sanitizer, and disposable paper towels shall be onsite at all times during the event.

Three Compartment Sinks: A portable three-compartment sink should be set for utensils. The first tub is used for warm soapy water. The second tub is to rinse. The third tub is to sanitize. To make sanitizer the proper strength for washing utensils: mix 1-tablespoon bleach, for every gallon of water used.

Food Contact surfaces: must be in good repair, and cleaned. Cleaning of preparation surfaces must be done with 100-PPM solution of sanitizer, and change solution often.

Paper products: Only single service items may be used to serve for the public.

Water: From an approved source shall be made available at each event.

Floors: If graded to drain, a floor may be concrete, machine-laid asphalt, dirt or gravel if it is covered with mats, removable platforms, buckboards, tarp or other suitable materials. Port-A Potties/Trash/Waste Receptacles: All need to be provided, if not already available.