

## Special Events Guidelines

### APPROVED SOURCES/TRANSPORTATION

- ✓ All food must originate from an inspected food premises.
- ✓ Vendors from other jurisdictions must provide documentation indicating the source of all food products.
- ✓ Transport food in insulated coolers or refrigerated units to ensure food is kept at proper temperatures.
- ✓ No ungraded eggs, raw milk or uninspected meats will be allowed at a Special Event.
- ✓ Ontario Food Premises Regulation 562 applies except where a vendor receives an exemption as per the regulation.

### FOOD TEMPERATURES

- ✓ **“Keep Cold Foods Cold and Hot Foods Hot” (cold foods 4°C or colder, hot foods 60°C or hotter).**
- ✓ Always keep hazardous food (i.e. Meat, Poultry, Fish, Dairy and Eggs) below 4°C or above 60°C.
- ✓ Use probe thermometer to confirm minimum internal final cooking temperatures (i.e. Beef/Pork – 71°C, Chicken 74°C, Whole Chicken 82°C, Rice 70°C).
- ✓ Provide storage thermometers inside all cold holding units.

### FOOD PROTECTION

- ✓ Provide single-use utensils (i.e. disposable plates and cups) for customers.
- ✓ Cover all food to protect it from potential contamination.
- ✓ Prevent cross-contamination by separating raw from ready-to-eat food (i.e. separate surfaces and utensils).
- ✓ Keep all food in clean, washable, sealable containers and stored a minimum 15cm off the ground.
- ✓ Protect food from potential contamination due to outdoor conditions (i.e. rain, wind, dust, insects, and rodents).

### FOOD HANDLER HYGIENE AND HAND WASHING

- ✓ **MUST** provide designated hand washing station in food preparation area supplied with liquid soap, potable water under pressure and paper towels.
- ✓ Wash hands often - before preparing food; after handling meat and after washroom or breaks.
- ✓ Gloves and hand sanitizers do not replace regular hand washing.
- ✓ Wear clean outer garments and keep hair confined.
- ✓ Handle food with utensils to minimize direct hand contact.

### CLEANING AND SANITIZING

- ✓ Provide test strips and sanitizing solution in a properly labelled spray bottle or bucket for sanitizing food contact surfaces (i.e. 5ml of 5.25% sodium hypochlorite bleach for 1L of water).
- ✓ Provide a two-compartment sink as required for washing and sanitizing utensils.

### OTHER REQUIREMENTS

- ✓ Provide adequate, durable, leak-proof garbage containers with lids (i.e. tamper proof containers).
- ✓ Water supply must be from a potable (safe) source. Use only food grade hoses.
- ✓ Wastewater must be disposed of in a sanitary manner (i.e. toilets/sewers).

## Special Events Guidelines

All food vendors at Special Events within Simcoe Muskoka must fall into one of the following categories.

- 1) **Vendors preparing and selling raw hazardous products** (i.e. meat, poultry, fish, eggs and dairy) – Vendors must be in full compliance with food premise regulations. A copy of the food premise regulations can be found at <http://www.ontario.ca/laws/regulation/900562>
- 2) **Vendors operating more than 14 days within a calendar year and preparing and selling pre-cooked hazardous products and non-hazardous products** (i.e. precooked sausage, precooked burgers, sliced fruit, cotton candy). Vendors must comply with the [food premise regulations](#) (this includes the [Street Food Vending Cart Guidelines](#)). **Note:** *Section 3 (1) of the Food Premise Regulations list certain non-hazardous foods that are exempt from the hand basin and utensil washing sink requirements.*
- 3) **Vendors operating less than 14 days within a calendar year and sell only pre-cooked products and non-hazardous foods** (i.e. pre-cooked sausage, pre-cooked hamburgers, and sliced fruit). Vendors will be required to have a temporary hand sink (i.e. jug with spigot and bucket to capture grey water), liquid hand soap and paper towel. A two compartment sink is required if it is determined that the number of utensils is not adequate for a working day.
- 4) **Existing food premises** may prepare and sell food in front of their premises for 14 days or less per calendar year as long as they provide a temporary hand basin.
- 5) **Local service clubs, religious or fraternal organizations** may be exempt from the food premise regulations. They will be required to post a sign indicating they are not inspected by the Simcoe Muskoka District Health Unit.

### LIQUOR LICENSE ACT COMPLIANCE

- ✓ To reduce harms associated with alcohol service, follow the regulations set out by the Alcohol and Gaming Commission of Ontario - [Public Events](#), [Private Events](#), [Industry Promotional Events](#)
- ✓ Manage alcohol risk by: serving alcohol in a confined area, offering low alcohol content drinks, no mixing of energy drinks with alcohol and serving only standard size drinks
- ✓ Advertising of alcohol that would appeal to or is directed to persons under legal drinking age is prohibited

### SMOKE-FREE ONTARIO ACT COMPLIANCE

- ✓ Effective January 1, 2015 an outdoor area operated as a patio by a food vendor shall be smoke-free. Smoking is prohibited on patios where food and drink is served including outdoor areas where seating and/or tables are provided for patrons to consume their meal or beverage. Failure to post provincial smoke-free signs on the patio or allow a person to smoke or hold lighted tobacco on the patio is a violation of the law with fines commencing at \$305.00.
- ✓ All work places (including work vehicles) and public places are required to have provincial smoke-free signs posted at entrances, exits and washrooms. This applies to buildings, tents, portable toilets and any other indoor area to which the public has access or is a workplace.
- ✓ Cigarettes and other tobacco products cannot be sold without regulatory compliance with the Smoke-Free Ontario Act (SFOA) and the Tobacco Tax Act (TTA) as enforced by health unit tobacco enforcement and the Ministry of Finance. Failure to post provincial signs as required by the SFOA or comply with tax and retail requirements as required by the TTA are serious offences under provincial law including the offence of selling tobacco to a minor.
- ✓ It is against the law to promote or display tobacco brands and tobacco products in Ontario in most circumstances.

If you are still unsure or require further explanation please call Health Connection 705-721-7520 (1-877-721-7520) ext. 8811 to speak with a public health inspector.