

Approval Inspection Checklist for Special Events

Temporary food establishments must be ready for approval inspection one (1) hour prior to event starting.

- All foods must be prepared in an approved facility using ingredients from an approved source.
- All foods must be protected from contamination during preparation, processing, storage, display and transportation.
- Foods and utensils must be stored in a sanitary location, off the ground, and separate from all chemicals and staff personal items.
- All potentially hazardous foods must be held and transported at temperatures below 4°C (40°F) or above 60°C (140°F) and in a manner that prevents contamination.
- A suitable thermometer that is capable of measuring temperatures between 0°C (32°F) and 100°C (212°F) is required for potentially hazardous foods.
- All temporary food establishments handling unwrapped foods require a suitable handwashing station. Handwashing stations must be easily accessible and provided with liquid soap and single use towels in proper dispensers.
- Hot and cold water must be functioning at all utensil washing sinks and handwashing stations.
- Water supplied to concessions must be potable and all water lines must be of potable water grade material. All lines must be sanitized with an approved solution prior to operation.
- An approved sanitizer and sanitizer test strips must be available on-site for utensil washing and sanitizing of surfaces. Sanitizer should be pre-mixed and readily available, like in a spray bottle. Approved sanitizers are:
 - 100 ppm chlorine solution (½ teaspoon household bleach per litre water)
 - 200 ppm - 400 ppm quaternary ammonium solution
 - 12.5 ppm - 25 ppm iodine
- Wastewater must be discharged directly to an approved sanitary sewer or stored in an enclosed wastewater holding tank, and then dumped into an approved sanitary sewer.
- All surfaces must be smooth, easily washable and in good repair.
- All floor surfaces must be durable, smooth, easily cleanable, waterproof and constructed in a manner to prevent contamination from rain. Events that run one day or less may be exempt at the discretion of AHS.
- Adequate numbers of garbage containers must be provided for operators and customers.
- All lights must be shatterproof or provided with protective covers.
- At least one food handler, who is in charge should have successfully completed one safe food handling course provided by or to the satisfaction of Alberta Health Services. It is recommended that all food handlers take the basic food handler course.

For more information, please contact your nearest Environmental Public Health office.

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