

# Food Establishment Health Approval Checklist

Plan approval is the first step toward health approval and obtaining a food establishment permit. However, an approval inspection, conducted by a Public Health Inspector/ Environmental Health Officer, must be completed prior to opening any food establishment. All of these requirements must be met before health approval will be given to any food establishment.

- Ensure that construction/renovations are 100% complete and a thorough cleaning has been done.
- Cooler units must be below 4°C/40°F at the time of inspection and be equipped with thermometers.
- Freezers should be below 0°C/32°F (ideally –18°C/0°F).
- At least one probe thermometer capable of measuring temperatures between 0°C and 100°C must be on site. Probe thermometers need to be available to prep and line staff at all times.
- Shelving in coolers and freezers must be properly finished and constructed to allow for proper air circulation.
- Handwash stations must be fully operational, with hot and cold running water, liquid hand soap and paper towels in proper dispensers.
- Dishwashers must be operational and meet sanitizing requirements.
- Sinks must be plumbed properly (i.e. hot and cold running water supplied to each sink basin); there must be drain plugs available for each basin.
- Adequate hot water must be available for the needs of the facility.
- Proper drain racks for air drying utensils must be available.
- A sanitizer for surfaces/equipment must be available. Test strips for each type of sanitizer used in dishwashers, food contact surfaces, and equipment must be on site.

- Cleaning schedules and pest control plans must be in place.
- Ventilation must be in proper working order.
- Light fixtures in all food preparation/storage areas with open food must be shatterproof, or be equipped with shatterproof covers. There must be adequate lighting in all food areas.
- All surfaces (floors, walls, counters, shelves and cupboards) must be adequately finished to allow easy cleaning. This includes adequate sealing of the floor-wall joints.
- Facility must be free of pests and vermin. Doors and windows must be constructed to prevent the entry of pests.
- Watertight garbage containers must be present in food preparation and washroom areas.
- If six (6) or more food handlers are working on the premises at one time, at least one manager who has successfully completed food sanitation training approved by the Health Minister must be on site at all times. If five (5) or fewer are working, at least one manager must have approved training (but does not need to be onsite at all times). Owners of more than one establishment must employ a separate manager with approved training for each site.

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

*Edmonton Main Office  
Calgary Main Office  
Lethbridge Main Office*

*780-735-1800  
403-943-2295  
403-388-6689*

*Grande Prairie Main Office  
Red Deer Main Office  
[www.albertahealthservices.ca/eph.asp](http://www.albertahealthservices.ca/eph.asp)*

*780-513-7517  
403-356-6366*

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