

<u>GUIDELINE</u> Temporary Food Market Guidelines		<u>SECTION</u> Environmental Health Services
<u>AUTHORIZATION</u> Regional Director, Health Protection	<u>DATE APPROVED</u> November 2006	<u>DATE REVISED</u> 22 February 2007 20 April 2009

INTRODUCTION

This guideline provides recommendations for the preparation and display of food intended for sale at temporary food markets.

The following principles should be maintained at all times:

- Public health is protected by ensuring that food prepared at home which is offered for sale at temporary food markets is limited to lower risk foods (see Appendix 1 for examples) and those described in Appendix III.
- Municipal zoning and business license issues are respected, and are an integral part of the approval process for temporary food markets.
- Vendors should contact their local Health Authority and submit an application before commencement of sales (see Appendix IV).
- The Health Authority has discretion to remove any food sold at a temporary food market considered to be a health hazard as defined in Sec. 1 of the *Public Health Act*, or is contaminated as per Section 3 of the *Food Safety Act*.

BACKGROUND

Section 2 of the *Food Premises Regulation* (B.C. Reg. 210/99), pursuant to the *Public Health Act*, exempts premises in which certain types of food are sold. All other foods offered for sale should be prepared in premises which are constructed and operated in compliance with Section 6(1) of the regulations.

DEFINITIONS

Temporary Food Markets – means for the purpose of this guideline, a food establishment operated in a fixed location on a temporary basis in connection with a charitable or public event, farmers market or other event of a like nature.

Higher Risk Food – means food in a form or state which is capable of supporting growth of disease causing microorganisms, or the production of toxins.

Vendors should not sell foods that are considered higher risk unless approved to do so by the local Health Authority.

Lower Risk Food – means food in a form or state that is not capable of supporting the growth of disease-causing organisms or the production of toxins. One or more of the following factors usually apply to these foods:

- Water activity (A_w) of 0.85 or less, or
- A pH (Hydrogen ion concentration) value of 4.6 or less.

Vendors of home prepared foods at temporary food markets should only sell foods that are considered to be lower risk (see Appendix I for examples).

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GUIDELINE

I. Preparation of Lower Risk Food In The Home

Where home preparation of lower risk food is proposed for sale at temporary food markets, it is recommended that vendors/food handlers ensure that

1. Food is in good condition and free from spoilage.
2. When needed to establish that a food product is not higher risk, undertake tests which verify the food has:
 - a water activity (A_w) of 0.85 or less, or
 - a pH (Hydrogen ion concentration) value of 4.6 or less
3. Food is protected from contamination. Pets should be excluded from kitchens during the time food is being prepared.
4. Food is prepared in well equipped kitchens. Food contact surfaces, utensils and equipment are cleaned and sanitized after each use,
5. Good personal hygiene is observed including:
 - a) washing hands frequently and thoroughly including before starting food preparation, after using the toilet and after handling raw food. Soap in a dispenser and paper towels should be used for hand washing and drying.
 - b) avoiding coughing and sneezing while handling food; when unavoidable cover your nose and mouth and wash hands thoroughly afterwards;
 - c) wearing clean clothing and an apron when preparing food.
6. Lower risk food is prepared separately from higher risk foods and other potential sources of contamination,
7. Food is wrapped or packaged to preclude contamination, and
8. If foods are packed in jars
 - a) only proper sealing jars (e.g., Mason-type) should be used,
 - b) jars may be refilled only if they are in good condition, cleaned and properly sanitized before reuse,
 - c) sealing rings and lids should not be reused; they should be replaced with new rings and lids with each refill, and
 - d) jams and jellies should be processed in boiling water. The seal should be airtight to prevent the entry of spoilage organisms.

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NOTE:

1. The approval of lower risk foods for sale at temporary food markets does not automatically confer approval for sale at retail/commercial food stores. Applicants should discuss requirements for retail/commercial sale with their local Health Authority.
2. Regarding testing to verify that a food product is not higher risk:
 - a) When the Health Authority requires a food product to be tested, such testing should be conducted a commercial laboratory.
 - b) Self testing can be conducted during recipe development and for monitoring quality control
 - c) When the recipe for a food product is changed, the food product should be re-tested to verify the product continues to be a lower risk food.
 - d) For vendors which produce a variety of similar products using a similar recipe but different ingredients (e.g. different jams made from different fruit), permission may be granted by the local Health Authority to only test the finished products which would be considered highest risk. In the example above, the jam made from the fruit with the highest pH would be considered the highest risk food product.
 - e) As part of an ongoing quality control program, vendors selling several products are encouraged to test a variety of different products annually.
 - f) To facilitate the acceptance process, vendors must submit completed laboratory test results with their Application.
3. While not mandatory, it is recommended that vendors involved in home food preparation of lower risk food complete the FOODSAFE Level 1 program or other approved food safety training program.

II. Conditions For Sale of Lower Risk Food At Temporary Food Markets

It is recommended that vendors of home prepared foods at temporary food markets ensure that, when selling lower risk food:

1. Food handlers observe good personal hygiene,
2. A sign is displayed that is clearly visible to the consumer at the point of sale stating that "THIS FOOD HAS BEEN PREPARED IN A KITCHEN THAT IS NOT INSPECTED BY A REGULATORY AUTHORITY." or equivalent wording,
3. Food products should be protected from sources of contamination at all times, including contact by pets, during storage and display at the market.
4. Display cases, counters, shelves, tables, and any other equipment used in connection with the sale of lower risk food should be made from easily cleanable material, maintained in good condition and cleaned as often as necessary.

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5. A satisfactory means of cleaning hands and utensils (when used by a vendor), should be provided as per the following;
 - a) the use of hand wipes is satisfactory where only prepackaged food or whole fresh fruits and vegetables are sold
 - b) if samples/product tasting is undertaken then running water, soap in a dispenser and paper towels should be provided. A 22.7 liter (5 gal) plastic water jug with spigot is generally acceptable as the water source.

NOTE:

Suggested alternative to satisfy hand washing may include:

- vendors operating side by side may share a washing station consisting of liquid soap in a dispenser, single use towels, a container which holds a minimum 22.7 liters (5 gallons) of water, and a suitable waste holding receptacle.

6. In order to minimize direct food handling at the market, with the exception of fresh fruits and vegetables, food samples intended for tasting at the market should be portioned and packed at the home kitchen.

NOTE:

Home prepared/packaged food may be subject to Canadian Food Inspection Agency requirements for labelling and weights and measures. Vendors are advised to check with their local CFIA office to ensure their packages/labels comply with applicable federal requirements.

III. Market Managers of Temporary Food Markets

A market manager (or equivalent) should be designated as being in charge of the overall market operation. Market managers are responsible for ensuring that food vendors have obtained approval from the local Health Authority, and not allow sales by vendors unless they have produced a letter of acceptance or letter of confirmation (see examples – Appendix V or VI). Other responsibilities of market managers should include:

1. Obtaining approval from local/regional government to ensure compliance with local health, zoning, by-law and business license requirements,
2. Ensuring each vendor has contacted the local Health Authority prior to the sale of lower hazard food and foods identified in Appendix II and III, including submission of applications (see example -Appendix IV) within time deadlines established by the local Health Authority. Generally applications should be submitted at least 30 days prior to commencement of the market/sales. The Health Authority where the facility is located and produces the food has

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jurisdiction and is responsible for issuing a letter of acceptance or confirmation (see examples - Appendix V or VI) for all approved applications.

NOTE:

Letters of acceptance and confirmation will be honoured between Health Authorities and events. Vendor applications, once accepted, are not required to be resubmitted to a Health Authority for additional events/locations. However, it is essential that the letter of acceptance be shown to each Market Manager as part of the event approval process. Vendors are strongly encouraged to have in their possession a copy of the letter of acceptance/confirmation letter and any product documentation during any sales event to verify that the products have been reviewed and accepted by the Health Authority with jurisdiction.

Letters of acceptance/confirmation do not have an expiry date. However, acceptance is conditional to no changes being made to the process or composition of the approved food(s). Applicants should reapply to a Health Authority in the prescribed format if any changes are made to the process or composition of the food(s), or for any new foods proposed for sale.

Vendors who sell ONLY fresh whole fruits and vegetables are not required to submit an application, and do not require a letter of acceptance. Washing station(s) should, however, be supplied as per Section II.5 if samples are portioned/offered on site.

3. Being responsible for ensuring all vendors are aware of all relevant policies and guidelines,
4. Ensuring no home prepared, higher risk foods are sold or offered for sale,
5. Ensuring each vendor completes a list of foods to be sold,
6. Maintaining a written record of all vendors and foods sold, and have such records available for review by local Health Authority, upon request,
7. Being present and on-site at all times the market is in operation,
8. Ensuring each vendor provides an acceptable means of hand and utensil washing (see Section II.5).

IV. CHEF DEMONSTRATIONS AND SIMILAR EVENTS

Chef demonstrations and similar events are defined as events where ready to eat foods are prepared prior to or at the temporary food market. The food is then distributed to the public and intended for immediate consumption. Chef demonstrations or other similar events will only be considered if a Temporary Food Permit is obtained prior to the event from the local Health Authority where the event is located.

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APPENDICES

- Appendix I Lower Risk Foods Acceptable for Home Preparation and Sale at a Temporary Food Market
- Appendix II Higher Risk Foods Not Acceptable for Home Preparation and Sale at a Temporary Food Market
- Appendix III Sale of Shell Eggs and Raw Foods of Animal Origin at Temporary Food Markets
- Appendix IV Application – Sale of Food at Temporary Food Markets
- Appendix V Review and Acceptance Letter
- Appendix VI Letter of Confirmation
- Appendix VII List of Specified Meat Inspection Areas

The following list contains examples of **lower risk foods** that are **acceptable** for home preparation and sale at a temporary food market:

Note: All of these lower risk foods should be prepackaged except whole fresh fruits or vegetables.

- apple sauce
- brownies
- bread and buns (no dairy or cheese fillings)
- butter tarts
- pies (fruit filled only, no cream filled or cream based)
- cakes (icing sugar only, no dairy or synthetic whipped cream)
- dry cereal products
- chocolate (provided it is used as an ingredient in a food that has undergone cooking to at least 71°C (160°F))
- cinnamon buns (sugar icing only)
- cookies
- dried fruits
- fresh fruits and vegetables
- fudge
- hard candy
- honey
- jam (pH 4.6 or less)
- jelly (pH 4.6 or less)
- muffins (no dairy fillings)
- popcorn
- noodles (dry flour and water only, no egg based)
- pickled vegetables (vinegar base, pH 4.6 or less)
- relish (vinegar base, pH 4.6 or less)
- wine and herb vinegar
- syrup
- toffee
- salsa (if pH and Aw within acceptable ranges)

For products not listed above, please consult your local Health Authority

The following list contains examples of **higher risk foods** that are **not acceptable** for home preparation and sale at a temporary food market.

- antipasto
- cakes/pastries with whipped cream, cheese or synthetic fillings
- processed beans, including baked, refried, and bean salad
- cabbage rolls
- canned cured meats
- canned products containing meat, vegetables, soups, sauces, cheese
- chop suey
- creamed corn
- dairy products (e.g., milk, cream, cheese, yogurt)
- foods containing eggs as ingredients (e.g., custards, salads)
- fish and shellfish
- garlic spreads, pesto
- guacamole
- herb and flavored oils
- juice (fruit and vegetable)
- low acid canned vegetables (e.g. pH 4.6 or greater beans, asparagus, beets, mushrooms, broccoli, peas)
- tofu
- pies (meat filled, pumpkin, sweet potato, custard [e.g., lemon meringue pie])
- perogies
- processed meat, sausages
- humus
- pickled eggs

For products not listed above, please consult your local Health Authority.

NOTE:

Consideration for the sale of higher risk foods may be given by the local Health Authority provided the food is prepared in a permitted food service establishment. Temporary Market vendors who also own/operate the food establishment where the higher risk food is being prepared should have a copy of their Permit to Operate with them. Vendors who are not the owner/operator of the permitted food service establishment where the higher risk food is being prepared should obtain a letter of confirmation (See Appendix VI for example) from the Health Authority where the facility is located. The letter of confirmation specifies that these higher risk foods can be sold at a temporary food market. If you wish to sell these products to retail facilities, applicants should discuss requirements for retail/commercial sale with their local Health Authority. These vendors should have a copy of the letter of confirmation during any sales event to verify that the products have been reviewed and accepted by a Health Authority. All vendors involved in the preparation of higher risk foods in a permitted food service establishment should successfully complete the FOODSAFE Level 1 program or equivalent.

Sale of Shell Eggs and Raw Foods of Animal Origin At Temporary Food Markets

The sale of higher risk foods to the public requires that the premises in which the food is processed, packaged, and sold to the public comply with the Food Premises Regulations. Hence home prepared higher risk foods are not permitted to be sold to the public at temporary food markets unless prepared and sold in facilities that have been approved and in some cases issued a permit pursuant to the regulations.

The above notwithstanding, the following criteria provide guidelines for the sale of shell eggs and other raw foods of animal origin at temporary food markets.

A. Shell Eggs

Shell eggs may be sold at temporary food markets subject to the following

- Shells are sound and not cracked/leaking
- Shells are clean and free of any fecal material or feathers
- Eggs are maintained at an internal temperature of 4°C during transportation and storage/display at the market.
- Crates used to contain the eggs are clean and maintained in a sanitary manner.
- The minimum information on crates should indicate the name of farm/producer and the packaging or sale date.

B. Sale of Raw Meat, Poultry and Fish Products

1. The sale of whole, portioned or ground raw meat, poultry or fish products can be considered for sale at temporary food markets subject to the following.
 - All raw products should be frozen and kept frozen from the point of packaging through to sale to the consumer. All products not sold the day of the market should be kept frozen until return to the point of origin. Any products that have thawed should not be refrozen and sold at a future event.
 - All raw products should be processed and packaged at an approved food premises.
 - All raw products should be prepackaged – repackaging or reprocessing of any kind is not allowed at the temporary market site.
 - All raw products should be labelled to identify the processing plant (see Note 1 below), vendor contact information, product name, packaging date and notice to keep frozen
 - labels or signage should be provided which provides information on the safe handling/preparation procedures recommended for the product (e.g. cooking temperature for ground beef 71C)

2. Vendors should submit an application to sell raw meat, poultry or fish products to the local health authority at least 30 days prior to the start of the market/sales.

As part of the application, vendors should submit a food safety plan for each of the raw products they wish to sell. The plan should include a list that describes the products. Generic terms such as beef, poultry should be avoided – describe the products more specifically such as roast, steaks, ground beef, hamburger, or chicken breasts.

The plan should also include information about processing and packaging procedures, transportation and selling provisions (***particularly the means of temperature control***), provisions for unsold products and storage outside of market location, and procedures for recall should a problem with the product arise.

NOTE 1:

All animals must be slaughtered and meat inspected at a plant licensed under either the federal or provincial Meat inspection Regulations.

NOTE 2:

Fish products sold anywhere in British Columbia must be processed and packaged in a fish processing plant licensed under either the federal or provincial Fish Inspection Acts.

3. Meat from Class C Transitional Meat Plants

Meat from Class C transitional meat plants is permitted to be sold only in areas formerly designated as un-inspected. Meat from Class C transitional meat plants is PROHIBITED to be sold in specified (former) meat inspection areas (see Appendix VII for a listing of these areas). In addition to the requirements outlined in these Guidelines, the sale of meat from Class C transitional meat plants must also meet the requirements of the BC Meat Inspection Regulations, including:

- a) Class C meat can only be sold directly to consumers. Class C meat is not for resale and is not to be sold via or to restaurants or retail facilities.
- b) Class C meat must be labelled:
 - i. Not government inspected.
 - ii. Not for resale.
 - iii. The slaughter establishment must be identified.
 - iv. If a cut and wrap operation is used to further process the meat, it should also be identified.

It is expected that the provisions in the BC Meat Inspection Regulations allowing Class C meat plants will be repealed on December 31, 2010.

APPLICATION – SALE OF FOOD AT TEMPORARY FOOD MARKETS

Application Date: _____	Applicant: _____
Mailing Address: _____ _____	City: _____
	Postal Code: _____
Phone (Day): _____	Phone (Cell): _____
Fax: _____	E-mail: _____
Applicant's Signature: _____	

Name of Market / Event: _____ Date(s) of Event: _____

Location of Market / Event: _____ Business Hours: _____ to _____

NOTE: If selling at multiple markets - list all locations on separate page.

Market Manager: _____ Phone #: _____

Provide a complete list of your food products by checking the applicable boxes as noted below.

- | | |
|----------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> Baked Goods _____ | <input type="checkbox"/> Dried Fruits or Nuts _____ |
| <input type="checkbox"/> Pickled vegetables _____ | <input type="checkbox"/> Herbs & Spices _____ |
| <input type="checkbox"/> Jams & Jelly _____ | <input type="checkbox"/> Fudge or Candies _____ |
| <input type="checkbox"/> Honey or Syrup _____ | <input type="checkbox"/> Flavoured Vinegar _____ |
| <input type="checkbox"/> Meat, Poultry, Fish _____ | <input type="checkbox"/> Shell Eggs _____ |
| <input type="checkbox"/> Other _____ | |

Describe your packaging method by checking the applicable boxes as noted below.

- | | | | | | |
|---------------------------------------|---------------------------------|------------------------------|------------------------------|--------------------------------|--------------------------------------|
| <input type="checkbox"/> Plastic Wrap | <input type="checkbox"/> Bottle | <input type="checkbox"/> Jar | <input type="checkbox"/> Can | <input type="checkbox"/> Pouch | <input type="checkbox"/> Vacu-packed |
| <input type="checkbox"/> Other _____ | | | | | |

For **EACH** food product intended to be sold at the temporary market, please include the following documents with your application form.

- A list of ingredients.
- A brief description of the preparation and preservation method.
- A sample of your product label.
- For each food item, indicate location of processing/packaging (e.g. home or commercial establishment).
- If you have done quality assurance testing of your products, please provide a copy of your most recent lab reports where applied:
 - Micro bacteriology, or
 - pH, or
 - Aw

APPLICATION FORM IS DUE AT LEAST 30 DAYS PRIOR TO THE EVENT
NOTE – Applicants should plan for a 14 day processing turn around time.

REVIEW AND ACCEPTANCE LETTER

Date

Operator
Address

Dear Operator:

Re: Sale of <Product> at Temporary Food Market

We have reviewed the information you provided regarding your proposal to prepare <PRODUCTS> in your home and sell them at Temporary Food Markets. Based on the information provided, we are satisfied that this product can be considered as lower risk under the *Temporary Food Market Guideline*. Sale of this product is therefore considered exempt from the provisions of the Food Premises Regulation and we have no objection to the sale of this product at Temporary Food Markets subject to the following conditions:

1. Home preparation of food should be carried out in accordance with the requirements of the attached *Temporary Food Market Guideline*. All foods should be properly packaged to protect them from contamination and should also be labelled.
2. No additional processing or preparing of the food is to occur at the market site without written permission from our office.
3. Home prepared foods are to be sold from a supervised temporary market, as defined in the Guideline.
4. There is to be no change to the ingredients or preparation method of this product without written permission from our office.
5. A copy of this letter is to be kept available with you during any sales event to verify that these products have been reviewed by <Health Authority>.

Please contact the undersigned at <office phone> if you have any questions regarding these conditions.

Yours truly,

PHI
Public Health Inspector

LETTER OF CONFIRMATION

Date

Vendor
Address

Dear Vendor:

**Re: Sale of <Product> Prepared at an approved Food Service Establishment
for Sale at a Temporary Food Market**

We have reviewed the information you provided regarding your proposal to prepare (Name the Products) in (Name the food service establishment including address) and sell them at Temporary Food Markets. Based on the information provided, this letter confirms that your proposal has been reviewed as per *Temporary Food Market Guideline*. We have no objection to the sale of this product at Temporary Food Markets subject to the following conditions:

1. All foods should be properly packaged to protect them from contamination and should also be labelled.
2. No additional processing or preparing of the food is to occur at the market site without written permission from our office.
3. All foods are to be sold from a supervised temporary food market, as defined in the Guideline.
4. There is to be no change to the ingredients or preparation method of this product(s) without written permission from our office.
5. A copy of this letter is to be kept available with you during any sales event confirming that these products have been reviewed by <Health Authority>.
6. This letter does not automatically confer approval to sell the foods to a licensed retail facility.
7. This letter does not confer approval regarding other regulatory agencies' guidelines including, but not limited to, labelling, nutrition labelling, and other requirements.

Please contact the undersigned at <office phone> if you have any questions regarding these conditions.

Yours truly,

PHI
Public Health Inspector

LIST OF SPECIFIED MEAT INSPECTION AREAS

Specified Areas

The areas comprising all the land within the boundaries of Barnston Island, the Corporation of Delta, the City of Surrey, and the City of White Rock.

The area comprising all the land within the boundaries of the City of Chilliwack.

The area comprising all the land within the boundaries of the City of Langley.

The areas comprising all the land within the boundaries of the City of Coquitlam, the City of Port Coquitlam and the City of Port Moody.

The area comprising all the land within the boundaries of the City of New Westminster.

The area comprising all the land within the boundaries of the City of North Vancouver.

The area comprising all the land within the boundaries of the City of Vernon.

The area comprising all the land within the boundaries of the District of North Vancouver.

The area comprising all the land within the boundaries of the District of West Vancouver.

The area comprising all the land within the boundaries of the City of Richmond.

The area comprising all the land within the boundaries of the former Dewdney-Alouette Regional District incorporated by Letters Patent issued on October 27, 1967 and amalgamated into the Fraser Valley Regional District by Letters Patent issued on December 12, 1995.

The area comprising all the land within the boundaries of the District of Kent.

The area comprising all the land within the boundaries of the District of Mission.

The area comprising all the land of Vancouver Island.

The area comprising all the land within the boundaries of the District of Squamish.

The area comprising all the land within the boundaries of the Resort Municipality of Whistler.

The area comprising all the land within the boundaries of the Sunshine Coast Regional District.

The area comprising all the land within the boundaries of School District No. 59 (Peace River South).

The area comprising all the land within the boundaries of the City of Abbotsford.

The area comprising all the land within the boundaries of the Township of Langley.

The area comprising all the land within the boundaries of the Village of Pemberton