



APPROVAL INSPECTION CHECKLIST FOR SPECIAL EVENTS & TRADE SHOWS

- All foods must be prepared in an approved facility. Ingredients must be from an approved source.
- All foods must be protected from contamination (*e.g. public handling, coughing, sneezing, dust, etc.*) during preparation, processing, and storage, and display.
- Foods and utensils must be stored in a sanitary location at least 15 cm. (6 inches) off the ground and separate from all chemicals and staff personal items.
- All perishable foods (*e.g. seafoods, meats, dairy products, etc.*) must be kept at temperatures below 4°C. (40°F.) or above 60°C. (140°F.).
- A suitable thermometer that is capable of measuring temperatures between 0°C. (32°F.) and 100°C. (212°F.) is required for perishables (i.e. probe thermometer or infrared).
- Foods must be transported from food establishments in a manner that prevents contamination and keeps the food at temperatures below 4°C. (40 °F.) or above 60°C. (140°F.).
- All booths handling open food require a suitable handwash station. Most booths will require immediate access to a two (2) compartment sink for utensil washing. *Call Calgary Health Region for clarification of requirements for individual concessions.*
- Handwash stations must be provided with liquid soap and single use towels in proper dispensers. *In some instances, a temporary handwash station may be approved.*
- Hot and cold water must be functioning at all utensil washing sinks and handwash 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 must be available on site for utensil washing and sanitizing of surfaces. Surface sanitizer should be pre-mixed and readily available (eg. spray bottle). **Examples of approved sanitizers** are:
 - 100ppm chlorine solution (½ teaspoon household bleach per litre water)
 - 200ppm quaternary ammonium solution
- Liquid waste must either be discharged directly to an approved sanitary sewer or stored in a totally enclosed waste water holding tank and dumped as necessary into an approved sanitary sewer.
- All surfaces must be of smooth, washable construction and in good repair. The requirement for smooth, washable floor material for events of one day or less will be enforced at the discretion of the inspector, based on food handling activities and condition of ground surface.
- 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 in charge must have successfully completed one safe food handling course provided by or satisfactory to CHR. It is recommended that all food handlers take the basic food handler course.

For further information, please contact your Public Health Inspector at 943-8095.