



Minimum Requirements for Food Establishments

(per the Texas Food Establishment Rules (TFER) 25 TAC §228)

Date: _____
Name of Establishment: _____ **Phone:** _____
Address: _____ **City:** _____ **Zip:** _____
Point of Contact: _____
Expected Date to Open: _____

____ SUBMISSION OF PLANS.

Whenever a food establishment is constructed or extensively remodeled or whenever an existing structure is converted to a food establishment, drawn plans for such construction shall be submitted to the Health Department for review and approval. This is to insure that the finished building will meet major sanitary requirements. Please do not begin building or remodeling a structure prior to the approval of the plans.

____ Plans must be drawn to scale, be large enough to show detail, and include:

- (1) Floor plan showing proposed location of fixtures and equipment (ware washing machines, stoves, grills, fryers, vent hoods, refrigerators, freezers, work tables/counters, ware washing sinks, hand sinks, utility/mop sinks, ice machines, ice bins, walk-in coolers/freezers, soda dispensers, and grease traps), toilets, bar, wait stations, storage, dressing rooms, and outdoor storage containers for refuse and grease;
- (2) Location of floor and hub drains for ice machines, ice bins, walk-in coolers and freezers, soda dispensers, food preparation sinks, and dish washing equipment and sinks.
- (3) Material type of all floor, wall, and ceiling coverings.
- (4) Copy of the menu.

____ Food Establishment Plan Review Form and a copy of the plans have been submitted to the Health Department, reviewed and approved.

____ CONTACT CITY/COUNTY DEPARTMENTS.

- ____ Building Inspections (electrical, mechanical, plumbing)
- ____ Pretreatment (grease trap)
- ____ Fire Department

____ INSPECTION OF FACILITY BY HEALTH DEPARTMENT.

Contact the Health Department to schedule a final inspection BEFORE opening for business. Preliminary inspections may be requested or scheduled before construction is complete.

Date of Preliminary Inspection(s): _____

Date of Final Inspection: _____

____ ALTERATION(S) TO PLANS.

Contact the Health Department before making any alterations to approved plans.

WATER SUPPLY.

Establishment's water shall be from a public water system or an approved individual source that meets State Texas Commission on Environmental Quality (TCEQ) drinking water requirements.

Public Water Supply: YES NO

Registered with Texas Commission on Environmental Quality: TCEQ #: _____

Bacteriological Sample Date: _____ Coliform: YES NO

Repeat Sample Date: _____ Coliform: YES NO



SEWAGE.

- ___ All sewage and waste water shall be disposed into a public sewage system or an individual sewage disposal system that meets State and local requirements. If individual sewage disposal system (obtain planning material or design). Permit Number: _____.
- ___ Direct connection may not exist between the sewage system and a drain originating from equipment in which food, portable equipment, or utensils are placed.

GREASE INTERCEPTOR.

Required for both public sewage system and individual sewage disposal system in accordance with Uniform Plumbing Code.

WALLS AND CEILINGS.

- ___ Wall and ceiling surfaces in food preparation, food serving, ware washing, storage areas, and toilet rooms must be smooth, nonabsorbent, easily cleanable, and in good condition.
- ___ Wall covering and ceilings of walk-in refrigeration units, food preparation areas, equipment washing and utensil washing areas, toilet rooms and vestibules shall be light in color.
- ___ Studs, joists, and rafters may not be exposed in areas subject to moisture.
- ___ Utility lines and pipes must not be unnecessarily exposed and must not obstruct or prevent cleaning of walls or ceilings.
- ___ Duct work for HVAC shall be recessed inside walls or ceilings.

FLOORS.

- ___ Floors in food preparation, food serving, ware washing, storage areas, and toilet rooms must be smooth, nonabsorbent, easily-cleanable, and in good condition.
- ___ Exposed horizontal utility service lines and pipes may not be installed on the floor.
- ___ Exposed utility service lines and pipes shall be installed so they do not obstruct or prevent cleaning of the floors, walls, or ceilings.
- ___ Floor-wall junctures must be coved and sealed.
- ___ Floors in which water flush cleaning methods are used shall be provided with drains and be graded to drain.

SHELVING AND CABINETS.

- ___ Unfinished construction is not allowed anywhere. Interior surfaces of cabinets and shelf surfaces shall be finished with a smooth, nonabsorbent, easily cleanable surface.
- ___ Shelving and racks shall hold food and food-related items a minimum of 6 inches off the floor. The area between the floor and lowest shelf shall be easily cleanable.
- ___ Wooden shelves or racks are not permitted in refrigerated storage areas. Only stainless steel or other non-corrosive metal shelving are approved for use in refrigerators, freezers, and walk-in refrigeration units.

HAND WASHING LAVATORIES.

- ___ Designated only for hand washing and required if any type of food/mixed drink preparation or ware washing is conducted.
- ___ Shall be accessible and conveniently located in food preparation, food serving and ware washing areas, and in, or immediately adjacent to, toilet rooms.
- ___ Shall be equipped with cold and hot water (minimum of 100°F), supplied through a mixing valve or combination faucet and shall meet the peak hot water demands throughout the food establishment. Soap and paper towels shall be conveniently provided at all times.
- ___ Shall be located to avoid contamination of food and food-related items and areas (splash guards may be used to meet this requirement).
- ___ Shall have a sign, icon, or poster provided at all hand sinks, and clearly visible to all employees, that notifies food employees to wash their hands.



WARE WASHING FACILITES.

- ___ A minimum three-compartment sink is required for manual washing, rinsing and sanitization of equipment and utensils.
- ___ All ware washing sinks shall be large enough to permit the complete immersion of the largest piece of portable equipment.
- ___ Separate drain boards for soiled and clean equipment and utensils shall be attached to all ware washing fixtures.
- ___ All mixed-drink type facilities or those using any glassware resulting in the need for a “dump sink” must have an adequate four-compartment sink with double drain boards.

WARE WASHING FACILITIES continued...

- ___ Mechanical dishwashing machines may supplement but not replace the manual sink requirement. Mechanical ware washing machines shall be of commercial grade using hot water (180°F) or an approved chemical for sanitization.
- ___ Hand sprayers attached to sinks shall have a two (2) inch air gap. The air gap is the space between the flood level of the sink and the bottom of the spray nozzle.

FOOD PREPARATION SINKS.

- ___ A separate sink may be used for food preparation, or food preparation may be conducted in the three-compartment sink after it is cleaned and sanitized.

FOOD PREP AREAS FOR BAR-B-QUE PITTS

Must be screened in.

UTILITY SERVICE SINK.

- ___ At least one utility sink or curbed cleaning facility shall be provided for cleaning of mops and similar floor cleaning tools and the disposal of mop water or other waste water.
- ___ The utility service fixture shall be located to avoid the contamination of food and food-related items and areas.
- ___ A vacuum breaker or approved backflow prevention device shall be installed if a hose is connected.
- ___ Mop water cannot be disposed of in food preparation sinks, hand wash sinks, toilets, or outside the establishment onto the open ground at any establishment, including existing.

PLUMBING.

- ___ Water heaters shall provide a constant and ready source of hot water to all supplied fixtures.
- ___ The plumbing system shall be installed to preclude backflow of a solid, liquid, or gas contamination into the water supply system at each point of use at the food establishment, including chemical injectors, attached hoses, spray wands, hose bibs, and outside water faucets.
- ___ There shall be no direct connection between the sewage system and any drains originating from equipment in which food or utensils are placed, such as ice machines, food preparation sinks, floor drains in walk-in refrigeration units, steam tables, and salad bars. These fixtures shall be drained into the sewage system through a minimum 1-inch vertical air gap.
- ___ Air gaps between the water supply inlet and the flood level rim of the plumbing fixture, equipment, or non-food equipment shall be at least twice the diameter of the water supply inlet and may not be less than one (1) inch.

EQUIPMENT.

- ___ Equipment designed and constructed for commercial use shall be used in food establishments. Residential, home type refrigerators, freezers, ranges, and ovens may not withstand heavy use.
- ___ Sufficient refrigeration equipment to maintain potentially hazardous foods (PHF's) at 41°F or below during all hours of operation. Potentially hazardous food is food that is capable of supporting the rapid and progressive growth of infectious or toxigenic microorganisms (examples include raw meat, poultry, pork, fish, dairy products, and cut melons)
- ___ Freezers shall maintain a temperature of 0°F or below. Items shall be frozen (feel solid) during all hours of operation.



- ___ Sufficient equipment for hot holding (buffet tables, etc) PHFs at 135°F during all hours of operation.
- ___ Sufficient equipment to reheat to 165°F within 2 hours.
- ___ Accurate (calibrated) thermometers shall be provided in all refrigeration units in the warmest part of the cooler which is generally toward the front upper section of the unit. Built-in thermometers are suitable provided they are accurate.
- ___ Stem-type cooking thermometers shall be available to monitor food temperatures. Thermometers shall be sanitized between each use.

___ **TOILET ROOMS.**

- ___ Toilet rooms shall conform to all Building, Plumbing, and Health Code requirements.
- ___ Toilet facilities shall be conveniently located and shall be accessible to employees at all times.
- ___ Toilet rooms shall be completely enclosed and have tight fitting, self-closing doors that do not open into the food preparation areas.
- ___ Toilet rooms shall have mechanical ventilation to the outside of the establishment.
- ___ Toilet rooms used by females shall be provided with a covered receptacle for sanitary napkins.
- ___ Toilet tissue shall be available at all times.

___ **LIGHTING.**

- ___ Light bulbs shall be shielded, coated, or otherwise shatter-resistant in areas where there is exposed food; clean equipment, utensils, and linens; or unwrapped single-service and single-use articles.

___ **GARBAGE AND REFUSE DISPOSAL.**

- ___ Garbage and refuse containers, dumpsters, and compactor systems shall be stored on or above a smooth surface of nonabsorbent material, such as concrete or asphalt, and sloped to drain.
- ___ Discharge of liquid waste shall be diverted to the sanitary sewer.
- ___ Lids to refuse containers, dumpsters, and compactor systems shall be kept closed.

___ **LAUNDRY FACILITIES.**

- ___ Laundering shall be restricted to washing and drying of linens used in the operation of the establishment.
- ___ If linens are laundered on the premises, a clothes dryer must also be provided and used.
- ___ Washers and dryers may be located in dry storage areas containing only prepackaged items or in a separate laundry room.

___ **INSECT AND RODENT CONTROL.**

- ___ Outside openings shall be effectively protected by tight-fitting, self-closing doors, closed windows, screening, or other means to prevent entry of insects and rodents.
- ___ No granular type of chemicals can be used to control pests.
- ___ Restricted use pesticides shall be listed by the U.S. Environmental Protection Agency (EPA) as meeting the requirements specified in 40 CFR 152 Subpart I, Classification of Pesticides, and shall be applied only by an applicator certified as defined in 7 USC 136(e), Certified Applicator, of the Federal Insecticide, Fungicide and Rodenticide Act, or a person under the direct supervision of a certified applicator.

___ **TOXIC MATERIAL STORAGE.**

- ___ All poisonous or toxic materials shall be stored in cabinets, compartments or facilities which are used only for that purpose. Such materials shall not be stored above or immediately adjacent to food, equipment, utensils, and single-service articles.
- ___ All toxic items need to be properly labeled, including spray bottles and buckets/pails of sanitizer.
- ___ Used chemical containers are not to be used for food storage.
- ___ Employees personal items shall also be stored away from food and food preparation areas.

___ **DRY STORAGE AREA.**

- ___ Food and paper products are to be stored 6" off the ground.



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___ **SELF-SERVICE AREAS.**

- ___ Self-service displays shall be protected from contamination by the use of sneeze guards.
- ___ Buffet plate sign shall be posted directing customers to use clean plates for return helpings.

___ **CONSUMER ADVISORIES AND MISCELLANEOUS.**

- ___ Appropriate consumer advisories shall be posted.
 - ___ *Disclosure/Reminder
 - ___ Buffet Plate
- ___ *If serving raw animal meat or food containing raw ingredients in ready-to-eat form (i.e., raw oysters) a disclosure and reminder are required.
- ___ A basic first aid kit shall be available.
- ___ A bodily fluid or blood borne pathogen clean up kit shall be available.
- ___ An Employee Health and Personal Hygiene Handbook shall be available.

___ **APPLICATION, FEE, LICENSE(S) AND PERMIT.**

- ___ Obtain and complete a Food Establishment Application and submit to the Health Department prior to the opening inspection.
- ___ At least one employee with supervisory and management responsibility shall be a certified food protection manager showing proficiency in food safety and having passed a test administered by an accredited program Texas Department of State Health Services (TXDSHS) or American National Standards Institute (ANSI). The original food manager certificate shall be posted in a location conspicuous to the consumers.
- ___ All food employees shall successfully complete an accredited (TXDSHS or ANSI) food handler training course, within 60 days of employment. Copies of all food handler certificates shall be maintained on premises.
- ___ Permit fee is a set fee or a fee based on the number of employees working in the establishment. (See application for fee schedule.)
- ___ Once the approval to operate has been granted, the permit will be issued. Post the permit in a place conspicuous to customers.
- ___ Most recent food establishment inspection posted for food establishments in the cities of Cuero, Port Lavaca, and Yorktown.