Temporary Food Establishment Checklist

This form is meant to serve as a reference for the requirements for hosting a Temporary Food Establishment on the TXST campus. This document is purely a guidance document and does not need to be submitted. Please be advised that depending on the type of operation, requirements may be subject to change.

All Temporary Food Establishments

___ Valid TFE Permit approved by EHSREM
___ Hard copy of Texas Food Handler Certificate(s) should be displayed
___ Food (including water and ice) received from an approved source
___ Food handlers free of infections and practicing good hygiene (restrained hair)
___ Temporary Handwash Station (Figure 1.) should be set up and must include:
   o Water jug container with a gravity spigot (no push spigots)
   o Waste bucket to catch water
   o Warm water
   o Soap
   o Paper towels
   o Hand sanitizer for after washing hands
   o Trash receptacle with lid
   o *Note: If serving only prepackaged foods (including individually wrapped cottage foods), only hand sanitizer is needed
___ Single use gloves and utensils to prevent bare hand contact with food
___ Equipment installed so that it is easily cleanable, and is in clean, sound condition
___ Calibrated food thermometer if serving Time/Temperature Control for Safety (TCS) foods
___ Equipment to maintain proper cold/hot holding temperature
   o If using time as a public health control for TCS foods, the time that the food was removed from cooking or hot/cold holding must be recorded (See **Time as a Public Health Control)
___ Three compartment sink is only needed for ware washing (pots, pans, utensils) if the equipment will need to be reused

Outdoor Establishments Only

___ Overhead protection (i.e., canvas tent) to protect against falling debris
___ Floor protection (i.e., concrete, tarp, mats) to protect against mud and dust
___ Means to protect food from pests (i.e., lids, covers, packaging)

Open Flame Permitted Establishments Only

___ Valid Open Flame Permit approved by EHSREM
___ UL-listed fire extinguisher should be available on site
**Time as a Public Health Control** If hot or cold holding equipment is not being used, the TFE must monitor the time duration that food has been removed from cooking or hot/cold holding. Hot foods must be served within 4 hours and/or be discarded once the 4-hour mark has been exceeded. Cold foods must be served within 6 hours and/or be discarded once the 6-hour mark has been exceeded or the food has exceeded 70°F, whichever comes first.

Reference Figures

**Figure 1.** Example of temporary handwash station set up.