

Florida Atlantic University
TEMPORARY FOOD SERVICE EVENT APPLICATION
Policy & Procedures

Purpose

The information found in the FAU Food Safety Program is designed to provide guidelines and rules to guard against foodborne illness, and to comply with applicable regulations. Food served in a university setting presents a safety concern since people from different ages and health status attend classes, work, and utilize the campus facilities. Improper handling, cooking, serving, and storage of purchased and/or prepared foods can cause foodborne illness. In order to safeguard against foodborne illness, the following policy and procedures are issued for events planning to serve food.

Temporary Food Service Events

All FAU campus events that involve food must comply with the [Florida Administrative Code \(FAC\) 64E-11](#) and all other applicable regulations. This will ensure that the food is safe for the university community. Please note that **food prepared at home must never be served or offered for sale to the public on campus** (this includes athletic events, fund raisers, and pot lucks). All **public** food events must complete a Temporary Food Service Event (TFSE) application unless they are serving only pre-packaged food and drinks. A public event is defined as any participation in the event by the general public (who is not a member of the university community) at the event. However, the event must be open to the general public (who is not a member of the university community) at the event.

used or offered for sale to the university community or visitors on campus.

Food while being transported, stored, prepared, displayed, served, or sold shall be protected from dust, flies, vermin, unclean equipment/utensils, coughs/sneezes, and other sources of contamination.

All potentially hazardous foods shall be kept at 41 degrees Fahrenheit or below for cold foods, and 140 degrees Fahrenheit or above for hot foods.

Overhead protection shall be provided at all food service operations when food is prepared or portioned on premises. When potentially hazardous food is prepared at temporary food service events of more than 3 days, the physical structure where the food preparation occurs shall be protected from the entrance of flying insects and other vermin. Ice that will be consumed or come in contact with food shall be obtained from an approved source, and shall be held in a way that protects it from contamination until dispensed.

All food service events, which prepare food on premises, shall provide an adequate supply of potable water for cleaning and employee hand washing. Soap and single-service towels shall be available for hand washing and hand drying.

Hands should be washed before preparing and serving different foods, after going to the bathroom and/or eating, and whenever they become soiled.

All food service operations without effective facilities for cleaning and sanitizing tableware shall provide only single-service articles for use by the consumer. Also, an adequate supply of spare preparation and serving utensils should be available and used to replace those that become soiled.

A sanitizer solution in a bucket or spray bottle must be available at all times to adequately sanitize the food preparation surfaces.

Liquid waste shall be disposed of in a manner that will not create a public health hazard or a sanitary nuisance.

Liquid waste must not be discarded into the storm water system.

Inspection and Enforcement

EH&S will periodically inspect events to ensure compliance of all applicable rules and regulations. EH&S will assist groups with compliance issues. The main focus of the policy and procedures is to promote food safety. However, if an event jeopardizes the public with possible food contamination, the food service at the event will be terminated, and the sponsors or vendors may forfeit their right to host another campus food event.