

## Prevent Foodborne Illness:

The top 5 risk factors most often responsible for foodborne illness outbreaks include:

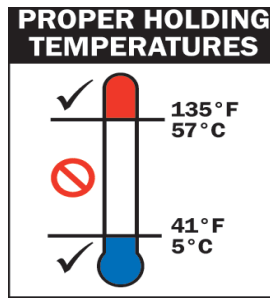
- Poor personal health & hygiene (e.g. hand washing, working while ill)
- Food not from approved source
- Dirty or contaminated utensils and equipment (e.g. cross contamination)
- Improper hot or cold holding temperature of potentially hazardous food
- Improper cooking temperature of potentially hazardous food



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## Mobile Retail Food Establishment:

*A retail food establishment that is wheeled, on skids, mounted on a vehicle, a marine vessel, or otherwise readily moveable such as a pushcart or trailer.*



**Public Health**  
Prevent. Promote. Protect.

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Clark County Health Dept.



*Mobile Retail Food Establishment  
Basic Sanitation Requirements*

410 IAC 7-24 Retail Food Establishment Sanitation Requirements governs mobile units in Clark County, Indiana. It shall be followed at all times and can be found at: [www.in.gov/isdh/files/410\\_iac\\_7-24.pdf](http://www.in.gov/isdh/files/410_iac_7-24.pdf)

## 1. Obtain a Commissary

Commissary means a registered catering establishment, restaurant, or any retail food establishment in which food, food containers, or food supplies are kept, handled, prepared, packaged, or stored from which meals are catered and mobile retail food establishments or pushcarts are serviced.

No food, supplies, or equipment shall be stored or prepared in a home. Food must come from an approved source.

- The commissary is a registered/permited and inspected commercial kitchen.
- The commissary must be approved before a permit is granted.
- The mobile unit shall return to the commissary at least once daily for all supplies, cleaning, and servicing operations.
- The commissary must have sufficient equipment required by the mobile unit (hand sink, three compartment sink, mop sink, refrigeration, freezer, prep area, etc.).
- The commissary must have sufficient storage space required by the mobile unit.
- A letter shall be submitted yearly to the CCHD, written by the commissary owner, approving the mobile unit to use the food establishment for any activities necessary. If commissary changes a new letter shall be submitted. If the commissary is not in Clark County, a copy of the facility's current unrevoked permit shall also be submitted.

## 2. Local Requirements/Codes

Contact municipalities if operating in incorporated areas to ensure you meet other code requirements. Contact local fire departments to determine if a vent hood is required.

## 3. Equipment Requirements

- Plans may be required to be submitted to CCHD for review, including the menu.
- The mobile unit shall be provided with at least one hand washing sink that is used for no other purpose and remains unobstructed.\*
- The mobile unit shall be provided with a three compartment sink meeting 410 IAC 7-24 Section 270 – 276 or a ware washing machine meeting 410 IAC 7-24 Section 277-287.\*
- The mobile unit shall be equipped with a potable water tank that supplies the sinks with hot (100°F) and cold water under pressure.\*
- The mobile unit shall be equipped with a wastewater tank with a capacity at least 15% larger than the potable water tank. All liquid waste must be disposed of in an approved manner at the commissary or other appropriate facility.\*
- The mobile unit shall be supplied with equipment to maintain proper temperatures for potentially hazardous food (Cold hold at ≤ 41°F & Hot hold at ≥ 135°F). A power source such as electric hookup or a generator may be necessary.
- Equipment and utensils shall be safe, durable, corrosion-resistant, nonabsorbent, smooth and easily cleanable, and resistant to distortion.
- The mobile unit shall only supply single service/single use articles to consumers.

## 4. Physical Facilities

- Floors, walls, and ceilings shall be smooth, easily cleanable, nonabsorbent and in good repair.
- Outer openings shall be protected from pests by closing gaps/holes, self-closing doors, closed windows, screens, or air curtains.
- Adequate lighting shall be supplied. Light bulbs shall be shielded, coated, or otherwise shatter resistant over food, equipment, utensils, and linens.

## 5. Knowledge/Certification\*

410 IAC 7-24-118 Demonstration of knowledge  
Based on the risk of foodborne illness inherent to the retail food operation, during inspections and upon request, the person-in-charge shall demonstrate to the regulatory authority knowledge of foodborne disease prevention, application of the HACCP principles, and the requirement of this rule.

In many instances, the mobile unit shall be required to provide CCHD with documentation showing at least one employee is a Certified Food Manager through an organization that offers an ANSI nationally accredited food safety certification program and examination. These are NOT online courses/exams and must be proctored. They are typically valid for five years.

## 6. Application & Fees

Applications are available in the office or at [www.clarkhealth.net](http://www.clarkhealth.net).

### Fees:

Mobile Unit under 1000 lbs. - \$25.00/year

Mobile Unit over 1000 lbs. - \$50.00/year

Permit valid January 1 – December 31

\*May not be required in all circumstances