

RULES GOVERNING ON-CAMPUS SALE AND SERVICE OF FOODS

CSUMB is required to meet the regulations set forth in the California Health and Safety Code, Division 21, Chapter 4, which govern the sale and/or service of food to the public. All food sales on campus must be conducted per this Code, including the sale/service of food by student organizations. The following list of rules was put together to provide students with the information necessary to hold safe and legal food sales. These rules do not apply to the Dining Commons.

1. Prohibited Foods

Because of the serious potential of food poisoning hazards, the following foods are prohibited from sale or service under any circumstances:

- A. All homemade food items.
- B. All cakes, pies, or pastries which have icing or filling made of cream, whipped cream, or a custard, which requires refrigeration.

2. Allowable Foods

- A. Purchased or donated commercially prepared food.
- B. Food prepared on site by a vendor with the appropriate permit from the County Department of Health.
- C. Food prepared by an on-campus food service.

3. Temperature Control

- A. Cold food must be kept below 45° at all times. This can usually be accomplished by the use of an ice chest or other cooler depending on the weather.
- B. Hot food must be kept above 140° at all times. This requires a continuous heat source such as chafing dishes, crock pots, or grills.

4. Food Protection

- A. Food must be protected from dust or other contamination during transport, storage, and service by covers, plastic wrap, foil or other suitable means.

5. Food Service

- A. Unwrapped foods must be served with tongs, forks or other utensils.
- B. Servers must be clean, wear clean clothes and wear plastic disposable gloves. Gloves must be changed frequently.
- C. People with illnesses such as colds, flu, skin infections or other communicable disease are prohibited from serving or handling food and utensils.
- D. Plates, cups, and eating utensils must be of the single service, disposable type.
- E. Drinks must be served from the original containers or from dispensers provided by the Dining Commons or by the contracted, permitted vendor.
- F. Condiments and other self-serve food items must be served in a manner that prevents contamination by the customer.

6. Sanitation

Adequate trash cans must be provided for disposal of waste materials. The area surrounding the food service must be kept clean at all times and left in a clean condition at the end of each day's service.

7. Sale Authorization

- A. The organization must complete the **Request to Sell or Serve Food on Campus** Form below and forward it to their advisor/sponsor. The advisor signs and then forwards the form for review and authorization by Environmental Protection, Health and Safety (EPHS) at least three days in advance of the event.
- B. EPHS will then issue a food sale permit to the organization advisor.
- C. The advisor will post the permit at the food sale site.

8. Inspections

EPHS will make spot checks of each food sale or service to insure that all health provisions are being followed. EPHS has the authority to close down any food sale that does not immediately correct deficiencies.

REQUEST FOR AUTHORIZATION TO SELL OR SERVE FOODS* ON CAMPUS

DATE SUBMITTED: _____

ORGANIZATION: _____

EVENT DATE AND TIME: _____

LOCATION (be specific): _____

FOOD TO BE SERVED OR SOLD (list each item): _____

EXPLAIN HOW FOOD WILL BE KEPT AT PROPER TEMPERATURE

(cold food <45°, hot food >140°) _____

FOOD WILL BE:

cooked on site by: _____

purchased from (commercial preparer only): _____

donated by (commercial preparer only): _____

AGREEMENT: For the privilege of selling or serving foods on campus, the applicant organization agrees to comply with the rules governing food sales or service. Failure to comply with the rules may result in loss of food selling or serving privileges and/or disciplinary action.

STUDENT ORGANIZATION CHAIR/PRESIDENT

DATE

ADVISOR / SPONSOR

EXT.

DATE:

ENVIRONMENTAL PROTECTION, HEALTH AND SAFETY

DATE

* Foods allowed for sale or service is described in section 2 of the Rules Governing On-Campus Food Sales