



County of Los Angeles

# WHOLESALE FOOD INSPECTION GUIDE



## FOREWORD

The County of Los Angeles, Environmental Health Division, endeavors to protect, maintain and improve the quality of the environment by promoting good public health. This is accomplished through the enforcement of public health laws, as well as educational activities. An important aspect of this enforcement and education is food safety, which encompasses the entire food supply including the transportation, processing / manufacturing and retail sales of food products.

Food safety in Los Angeles County including eighty-five of the cities located within, is the responsibility of the Environmental Health, Food Inspection Bureau, in partnership with the food industry. Jointly, we are responsible for ensuring that the community is provided with safe food by reducing the potential for foodborne illness and the spread of communicable disease. To this end, Environmental Health has assembled this Wholesale Food Inspection Guide to enhance the understanding of the inspection process. It is the intent, to develop a clearer understanding of good food handling practices in order to reduce those health hazards that contribute to foodborne illness. Environmental Health will make every attempt to assist in minimizing those risks associated with the food supply.

This manual is intended to provide the guidance necessary to improve all aspects of food storage, handling, preparation, processing, salvaging, baking, making, packaging, and transportation. In addition, detailed information is provided regarding the inspection process.

Los Angeles County, Environmental Health Division is committed to providing the highest quality of service to both industry as well as the community. This commitment extends to improving public health services in all areas of Environmental Health. I encourage you to contact Environmental Health if you have any questions regarding this manual or wish to inquire about one of our many public health educational services. For additional information, please visit the Environmental Health website at: [www.lapublichealth.org/eh](http://www.lapublichealth.org/eh)

We look forward to developing further alliances with industry and with the community in promoting good public health throughout Los Angeles County.

# INTRODUCTION

This Wholesale Food Inspection Guide provides information to the wholesale food processing operator on all matters related to the Wholesale Food Official Inspection Report, the wholesale food inspection process, and common terminology utilized by Environmental Health. This manual serves not only as a reference book but as an educational tool to assist the wholesale food processing operator in self-assessment using the same criteria currently in use by Environmental Health.

To assist you in understanding the inspection report, this manual provides detailed information on each category along with examples of the most common violations that would meet these criteria. In addition, pertinent sections of the law are provided as well as procedures to assist in compliance with the law.

In order to maintain and operate your facility in compliance with the law and to prepare you for the inspection process, a self-inspection guide has been included to allow an operator or manager to complete an inspection using the same criteria as Environmental Health.

It is important to remember that this guide is a reference tool ONLY. As with all reference material, information changes. The scientific community constantly provides enforcement agencies with new and updated information. Laws and policies are subject to change based upon the public health need, and risk assessment must constantly be reviewed to ensure accuracy and fairness. Therefore, this manual is subject to change without notice. However, Environmental Health will make every effort to inform the food service industry of significant changes in a timely manner. If an operator should have questions regarding an inspection report, actions by an EHS or the department, or any applicable law or regulation, please contact Environmental Health. The EHS, local health office and our Quality Assurance and Consultative Services Units are all available to assist the food service industry.

If you have questions regarding your inspection report, actions by your inspector or the department, or any applicable law or regulation, please contact Environmental Health. Your inspector and our Compliance Assistance and Consultative Services Program are all available to assist the food processing and manufacturing industry.

# FOOD DEFENSE

## Providing a safe and wholesome food supply

The vulnerability of our food supply to intentional contamination has been acknowledged by experts at all levels of the food supply chain. In recent years, increased concern over the threat of bioterrorism has motivated key participants to enhance the prevention and response capabilities of the retail food system. Collectively, this process of guarding against the intentional contamination of food is known as "Food Defense."

Although the development of a true Food Defense system is currently a work in progress, the threat of intentional contamination is a credible concern that remains one of the most critical areas related to terrorism and preparedness in our world today. Food Terrorism is the act or threat of deliberate contamination of food for human consumption with chemical, biological or radiological agents for the purpose of causing injury or death to civilian populations or disrupting social, economic, or political stability. Contaminated food can result in serious illness or death to numerous people. Therefore, it is important that food operators practice safety measures that can greatly reduce the chance of having food used as a weapon to attack our country.

Unfortunately, it is believed that we have entered a new world of well-organized, internationally based, targeted criminal attacks on our agriculture industry, food importers, retail food stores, food service establishments, or food processors. According to the Federal Bureau of Investigation (FBI), domestic crime targeting the United States food supply is the emerging crime of the new millennium where the economic impact of terrorism is probably the greatest threat to the food industry.

The goal of Environmental Health is to prevent, prepare, identify, and promptly respond to any public health hazards in order to prevent or deter the use of food as a terrorist weapon in Los Angeles County. Although we may not be able to reliably intercept or prevent a terrorist incident before it occurs, we recognize the importance placed on the initial response at the local level, in order to minimize the loss of life, property, and economic impact, in the event of an emergency.

**Please visit these websites for more information on how you can be prepared.**

[www.lapublichealth.org](http://www.lapublichealth.org)

(Los Angeles County Environmental Health)

[labt.org](http://labt.org)

(Los Angeles County Department of Public Health)

[www.bt.cdc.gov](http://www.bt.cdc.gov)

(Center for Disease Control and Prevention)

<http://www.fda.gov/oc/opacom/hottopics/bioterrorism.html>

(US Food and Drug Administration)

<http://www.usda.gov/homelandsecurity/>

(US Department of Agriculture)

# COMMON TERMINOLOGY



The success of any food inspection program requires a clear understanding of the common terminology used by the health inspector and the food industry.

- A. **“Adulterated”** means *having been made impure by the addition of any poisonous or deleterious substance; or in the case of food, foodstuffs that have been produced, prepared, packed, or held under unsanitary conditions whereby it may have become contaminated or rendered unwholesome, diseased, or injurious to health; or if not prepared, packed, and held in accordance with the Current Good Manufacturing Practices (GMP’s), 21 CFR Part 110.*
- B. **“Approved”** means approved by the director based upon a determination of conformity with applicable laws, current public health principles, practices, and generally recognized industry standards that protect the public health and safety subject to routine inspection.
- C. **“Approved source”** means a producer, manufacturer, distributor, transporter, or food establishment that is acceptable to the enforcement agency based on a determination of conformity with applicable laws, or, in the absence of applicable laws, with current public health principles and practices, and generally recognized industry standards that protect public health
- D. **“Clean-In-Place (CIP)”** means to clean in place by the circulation or flowing by mechanical means through a piping system of a detergent solution, water rinse, and sanitizing solution onto or over equipment surfaces that require cleaning. (“CIP” does not include the cleaning of equipment such as band saws, slicers or mixers that are subjected to in-place manual cleaning without the use of a CIP system).
- E. **“Common Area”** refers to all community aspects of a Wholesale Food Complex that are shared by two or more tenants within the Wholesale Food Complex, under the exclusive control of the Wholesale Food Complex Owner / Operator. Common Areas include but are not limited to community toilet rooms, mop sinks, handwashing facilities, community trash receptacles and collection services, drinking fountains, loading areas, parking lots, staging facilities, security.
- F. **“Control Point”** means any distinct procedure or step in receiving, storing, handling, preparing, displaying, transporting or dispensing a food.
- G. **“Critical Control Point”** means a point or procedure in a specific food system where loss of control may result in an unacceptable health risk.
- H. **“Critical Limit”** means the maximum or minimum value to which a physical, biological, or chemical parameter must be controlled at a “critical control point” to minimize the risk that the identified food safety hazard may occur.
- I. **“Current Good Manufacturing Practices (GMP’s)”** refers to the Current Good Manufacturing Practices for Manufacturing, Packing, or Holding of Human Food described in Title 21 of the Code of Federal Regulations, Part 110.
- J. **“Employee”** means *the permit holder, person in charge, person having supervisory or management duties, family member, volunteer, person performing work under contractual agreement, or other person engaged in the preparation, dispensing, handling of food or food products, in a wholesale food establishment.*

- K. **“Food”** means any raw or processed substance, ice, beverage (including alcoholic beverages), water or any ingredient intended for use as food, drink, confection or condiment for human or animal consumption and chewing gum.
- L. **“Food-Contact Surface”** means a surface of equipment or utensil with which food normally comes into contact; or a surface of equipment or utensil from which food may drain, drip, or splash into a food or onto a surface normally in contact with food.
- M. **“Food Market Wholesale”** means a food establishment in which food (including fruits, vegetables) is received, shipped, stored, prepared for distribution to a retailer, warehouse, distributor, or other destination. A Food Market Wholesale shall not be permitted to conduct sales at the retail level.
- N. **“HACCP”** means Hazard Analysis Critical Control Point.
- O. **“HACCP Plan”** means a written document that delineates the formal procedures for following the Hazard Analysis Critical Control Point principles developed by the National Advisory Committee on Microbiological Criteria for Foods.
- P. **“Hazard”** means a biological, chemical, or physical property that may cause an unacceptable public health risk.
- Q. **“Multiple-Use Utensil”** means any cup, plate, fork, spoon, knife, container or other implement constructed to be used more than once in the preparation, storage, display, serving or consumption of food.
- R. **“Operator”** refers to the legal entity, any individual, firm, partnership, joint venture, association, limited liability company, corporation, estate, trust, receiver, syndicate, city, county, or other political subdivision, or any other group or combination acting as a unit of the wholesale food establishment.
- S. **Potentially hazardous food**
- (1) "Potentially hazardous food" means a FOOD that is natural or synthetic and that requires temperature control because it is in a form capable of supporting:
- The rapid and progressive growth of infectious or toxigenic microorganisms;
  - The growth and toxin production of *Clostridium botulinum*; or
  - In raw shell EGGS, the growth of *Salmonella enteritidis*.
- (2) “Potentially hazardous food” includes a FOOD of animal origin that is raw or heat-treated; a FOOD of plant origin that is heat-treated or consists of raw seed sprouts; cut melons; and garlic-in-oil mixtures that are not acidified or otherwise modified at a food processing plant in a way that results in mixtures that do not support growth as specified under subdivision (a) of this definition.
- (3) “Potentially hazardous food” does not include:
- A FOOD with a water activity level ( $a_w$ ) value of 0.85 or less;
  - A FOOD with a pH level of 4.6 or below when measured at 75°F;
  - A shell EGG that is not hard-boiled but has been treated to destroy all viable *Salmonellae*;
  - A FOOD in an unopened HERMETICALLY SEALED CONTAINER, that is commercially processed to achieve and maintain commercial sterility under conditions of non-refrigerated storage and distribution; and
  - A FOOD that has been shown by appropriate microbial challenge studies APPROVED by the ENFORCEMENT AGENCY **not** to support the rapid and progressive growth of infectious or toxigenic microorganisms that may cause FOOD infections or FOOD intoxications, or the growth and toxin production of *Clostridium botulinum*, such as a FOOD that has an  $a_w$  and a pH that are above the levels specified under subdivision (c)

paragraphs (1) and (2) of this definition and that may contain a preservative: other barrier to the growth of microorganisms; or a combination of barriers that inhibit the growth of microorganisms.

- f) A FOOD that does **not** support the growth of microorganisms as specified under subdivision (a) of this definition even though the FOOD may contain an infectious or toxigenic microorganism or chemical or physical contaminant at a level sufficient to cause illness.
  
- T. **“Premises”** means the food establishment or slaughterhouse, its contents, and the contiguous land or property and its facilities and contents that are under the control of the operator, which may impact the food establishment personnel, facilities or operations.
  
- U. **“Produce”** refers to any raw or processed substance of plant origin intended to be used as food, drink, confection or condiment for human consumption.
  
- V. **“Remodel”** means construction, building, or repair to the wholesale food establishment that requires a permit from the local building authority. Remodel also means any replacement or significant modification of an integral piece of equipment.
  
- W. **“Single-Use Utensil”** means a utensil that is manufactured and approved for use only once and that shall be discarded after use. Single-use utensils shall be made of paper, wood, plastic or other sanitary material approved by the County Health Officer..
  
- X. **“Shellfish Control Authority”** means a state, federal, foreign, tribal, or other government entity legally responsible for administering a program that includes certification of Molluscan Shellfish harvesters and dealers for interstate commerce.
  
- Y. **“Shellstock”** means raw, in-shell Molluscan Shellfish.
  
- Z. **“Sanitation Standard Operating Procedures (SSOP’s)”** describe all procedures that an establishment will conduct daily, before and during operations, sufficient to prevent direct contamination or adulteration of food product(s).
  
- AA. **“Source Records”** means all records, including, but not limited to, invoice copies, shipping documents or other materials providing verification of the source of food products received, stored, and/or prepared for distribution at the Wholesale Food Complex.
  
- BB. **“Tenant Spaces”** refer to the segregated subdivisions of the Wholesale Food Complex, individually leased to individual operators, whereas at least 40% of the spaces will be operating a business as Food Market Wholesale.
  
- CC. **“Wholesale Food Complex”** means an establishment, its contents, and the contiguous land or property and its facilities within and contents that are under the control of the Wholesale Food Complex Owner / Operator, as defined in Section 11.14.010 (B), and having a minimum of 40% of Tenant Space rented or leased by Food Market(s) Wholesale facility(s), as defined by Section 11.14.010 (H) which may impact the food establishment, their personnel, facilities or operations.
  
- DD. **“Wholesale Food Complex Owner / Operator”** refers to the legal entity, any individual, firm, partnership, joint venture, association, limited liability company, corporation, estate, trust, receiver, syndicate, city, county or other political subdivision, or any other group or combination acting as a unit, owner, operator or management of the Wholesale Food Complex.

*FF. “**Wholesale food establishment**” means any room, building, or place or portion thereof, maintained, used or operated for the purpose of commercially packaging, making, cooking, baking, mixing, processing, bottling, canning, slaughtering, salvaging, storing, or otherwise preparing or handling food, including ice, for human or animal consumption, which is not offered for retail sale or gift on the premises.*



# UNDERSTANDING THE WHOLESALE FOOD OFFICIAL INSPECTION REPORT

Environmental Health’s wholesale food establishments and commissaries are regulated by the Los Angeles County Code – Title 11.12, Wholesale Food, the CFR 21 – Good Manufacturing Practices, and the California Health and Safety Code – Food Sanitation Act. To ensure that each food establishment is in compliance with these regulations, the Environmental Health Specialist (EHS), who is more commonly referred to as the Health Inspector, conducts inspections. Any violation of the regulations is documented on the Wholesale Food Official Inspection Report (WFOIR), which is issued by the EHS at the conclusion of the inspection. This report is used for routine inspections, complaint and other departmental investigations to indicate the food establishment’s status at the time of the inspection.

The intent of the WFOIR is to recognize the risk associated with violations of the applicable laws, codes and regulations. This report contains 82 areas for documenting violations and information, numbered consecutively from 701 through 782.

The WFOIR is a one page, front and back sided document. Each WFOIR is a three part form: the Original copy, Customer copy, and File copy. When completed, the WFOIR provides the wholesale food facility operator with important information regarding identification of those areas within their operation that have the greatest potential for the risk of foodborne illness.

## COMPLETION OF THE VERTICAL SIDE-HEADING

The vertical side-heading of the WFOIR contains administrative information. Although most entries in the heading, such as the DBA / name, address and public health license number, are known to the food processing operator, the Code used for type of service or inspection is not. Of particular interest to the food facility operator is the compliance date, which indicates the date that the EHS expects all violations marked on the report to be corrected.

This heading also includes the name and address of the Program Office as well as the name and phone number of the EHS who conducted the inspection. The operator is encouraged to call the EHS with any questions regarding the inspection.

Lastly, this vertical side-heading includes the signature of the EHS who conducted the inspection and the signature of the person in charge who acknowledged receipt of the WFOIR.

<u>DBA / Name</u>	This section is completed using the usual or common name of the business or “Doing Business As (DBA)”. This information should be the same as shown on the license application that was completed at the initiation of the business.
<u>Address</u>	Street address, city, state and zip code of the actual business location
<u>License Holder</u>	Name shown on Public Health License (Owner / Operator)
<u>Business Phone #</u>	Contact phone number for the establishment
<u>Emergency Phone #</u>	Phone number where the responsible party may be reached before or after normal business hours in the event of an emergency
<u>Business E-Mail</u>	An e-mail address where the operator may be contacted regarding news, changes, updates, etc.
<u>Program Element</u>	Code used by Environmental Health to indicate the type of facility (e.g., commissary, wholesale food processing, food market wholesale, warehouse, etc.)

<u>Service</u>	Code used by EHS to indicate type of service (purpose of visit) being provided (e.g., routine inspection, complaint investigation, etc.)
<u>Public Health License #</u>	License number indicated on the Public Health License Certificate
<u>Name of Inspector</u>	Name of EHS conducting the inspection process
<u>Date</u>	The date of the inspection including month, day, and year
<u>Inspection Time In</u>	The actual time the inspection begins
<u>Inspection Time Out</u>	The actual time the inspection ends
<u>Compliance Date</u>	The date by which all violations should be corrected

## PAGE 1 - HORIZONTAL

**Section I** is used to record sanitation violations observed at the facility. The Categories include **Food, Employee Practices, Vermin, Water, Sanitizing and Sewage**. The subcategories include violation numbers 701 – 736.

**Section II** is used to record violations regarding **Operations, Walls, Floors, Ceilings, Utensils, and Equipment**. The subcategories include violation numbers 737 - 757.

**Section III** is used to identify administrative requirements of the facility. Categories include: **License, Signs, Permits, Disposal, Training Provided, Closure and Administrative Action**. The subcategories are consecutively numbered 758 - 776. The hot water temperature and sanitizer type(s) are recorded in this section as well. (The Voluntary Disposal section will be used to record all food which has been destroyed or disposed of during the inspection. When foods are found to be out of temperature, they shall also be recorded in the Temperature Control Chart for PHF).

**Section IV** is used to record the Facility Status and Information. This includes documentation regarding whether any food preparation was observed at time of inspection; if the facility was not open for business at the time of the visit; if no parking was available at the time of the attempted visit; as well as specifics about the facility (e.g., USDA Plant, HACCP Plan, SSOPs, etc.)

**The back of page 1** of the WFOIR consists of a summary of the corresponding laws and regulations for the subcategories listed on the front side of page 1. This list is only a summary of the basic, general requirements found the California Health and Safety Code, Los Angeles County Code, and the Code of Federal Regulations. Additional sections of the applicable laws may be cited.

## TEMPERATURE CONTROL CHART – CONTINUATION PAGE

The Temperature Control Chart is utilized by the EHS to document the temperature of a sampling of potentially hazardous food (PHF) when applicable. All temperatures monitored are recorded on the report, regardless of whether the food is at an approved or unapproved temperature. When potentially hazardous foods are not processed by the facility, the section entitled “NO Potentially Hazardous Foods” on the top of page 1 will be marked and no temperature monitoring is required.

Following the Temperature Control Chart, space is provided for the documentation of findings and corrective statements, observations, recommendations and actions by the health inspector to convey to the food operator. The following shall be documented:

1. The violations that were observed during the inspection (directive and observation).
2. The training and information that was provided by the EHS due to a lack of knowledge or inability to adequately demonstrate an activity or procedure.
3. Recommendations that were made by the EHS.

## **SECTION I**

### **FOOD / EMPLOYEE PRACTICES / VERMIN / WATER / SANITIZING / SEWAGE**

#### **701. HOLDING TEMPERATURES OF PHF**

This subcategory shall be marked when food temperature violations are the result of improper holding and are found within the specified temperature range, 50° - 130° F.

Other Possible Violations:

- When faulty equipment causes PHF to be out of temperature, subcategory #751 shall also be marked.
- Lack of a probe thermometer or refrigerator thermometer shall be marked in subcategory #757.
- When improper thawing method causes PHF to be in the Temperature Danger Zone, subcategory #705 shall also be marked

Training Provided:

- Subcategory #769 shall be marked when training was provided as required.

#### **LAC 11.12.180, 11.12.240, GMP 110.80**

**Potentially Hazardous Foods shall be held at or above 140°F or at or below 45°F.**

#### **702. COOLING**

This subcategory shall be marked when food temperature violations are the result of improper cooling practices. The food shall be evaluated for time / temperature criteria by the health inspector prior to requiring condemnation, red-tagging or requesting voluntary disposal.

Training Provided:

- Subcategory #768 shall be marked when training was provided as required.

#### **GMP 110.80**

**All PHF shall be rapidly cooled by means of placing food in shallow containers, separating food into smaller portions, adding ice as an ingredient, use of an ice bath and stirring frequently, using rapid cooling equipment; using containers that facilitate heat transfer, or as part of an approved HACCP Plan.**

#### **703. ADULTERATED / PURE FOOD**

This subcategory shall be marked when a food product bears or contains any poisonous or deleterious substance that may render it impure or injurious to the health of man or any other animal that may consume it. This subcategory shall be marked in conjunction with other subcategories when the source of the adulteration exists at the time of the inspection.

Examples:

- A foreign object in food product (i.e., glass, band-aid)
- Co-mingling shellfish or premixing shellfish
- Rodent, cockroach, or fly contaminated food products
- Food product contaminated by chemical substance
- Blood, from meat stored above
- Refrigerator condensate leaking into open pan of food
- Re-using a chemical container for food storage
- Wet storage of shellfish

Other Possible Violations

- Food adulterated by food-infesting insects shall also be marked in subcategory #722.
- Problems with leaking condensate shall also be marked in subcategory #735.
- Storing food in unapproved containers shall be marked in subcategory #750.

### **GMP 110.80**

**All food shall be manufactured, produced, prepared, packed, served so as to be pure, free from contamination, adulteration and spoilage, and from an approved source.**

#### **704. DILIGENT PREPARATION**

This subcategory shall be marked when PHF has been removed from approved holding for processing/preparation, and has not been returned to approved holding temperatures within two hours following the said task.

Example:

- Raw beef removed from refrigeration at 10:00, has not been returned to refrigeration at 12:00

Other Possible Violations

- When food is found in the temperature danger zone for a prolonged period of time, Holding Temperature, mark #701 and/or #764 when product is voluntarily disposed.

### **GMP 110.80**

**PHF may be removed from specified holding requirements to facilitate preparation. This preparation shall be diligent and Potentially Hazardous Foods shall be returned to approved holding temperatures immediately following completion of said task. All work in progress shall be performed in a manner that protects against contamination.**

#### **705. THAWING – IMPROPER METHOD**

This subcategory shall be marked for improper thawing methods.

Examples:

- PHF thawing at room temperature
- PHF thawing in standing water

Other Possible Violations:

Problems with a freezer that causes thawing shall be marked in subcategory #751

- PHF found thawing in standing water and out of temperature shall be marked in subcategory #701
- Food found thawing in a mop sink or utensil washing sink shall be marked in subcategory #706

Training Provided:

- Subcategory #770 shall be marked when training was provided as required

### **GMP 110.80**

**Thawing shall be done in a manner that prevents the raw materials and other ingredients from becoming adulterated within the meaning of the code. Approved methods include: under refrigeration; under cold running water; in a microwave oven; or as part of the cooking process.**

#### **706. RISK FOR CONTAMINATION – UNAPPROVED AREA / BARE HANDS / VESTIBULE**

This subcategory shall be marked when food is being prepared in an unapproved area; when using bare hands to prepare food where utensils shall be used; when the processing room opens directly into the bathroom or to the outside; or when conditions or actions place the food at risk for contamination.

Examples:

- Preparing food in an office, storage room, warehouse, outdoors
- Washing food products in a mop sink
- Preparing food on the floor
- Thawing food in an unapproved sink
- Fly zapper placed over a food preparation surface
- Washing hands over foods in food preparation sink
- Splash guard missing on hand wash sink or mop sink
- Employee using bare hands to place food in containers
- Toilet room opens directly into the processing room (no vestibule)
- Exterior door opens directly into the processing room (no vestibule)
- No barrier is in place between utensil sink and adjacent mop sink

Other Possible Violations:

- Adulterated food shall be marked in subcategory #703

**11.12.230, FSA111965, FSA111995, GMP110.37**

**All food shall be manufactured, produced, prepared, packed, and served so as to be pure, free from contamination, adulteration and spoilage.**

**707. FOOD STORAGE – IMPROPERLY COVERED / ELEVATED / IMPROPER AREA**

This subcategory shall be marked for violations involving food storage methods.

Examples:

- Uncovered containers of prepared food subject to overhead contamination
- Food covered with an unapproved cloth towel
- Food products being stored in unapproved areas (toilet rooms, outside, etc.)
- Food containers stored on the floor surface
- Double-stacking food items inside the refrigerator without adequate covers
- Uncovered food in the walk-in refrigerator

Other Possible Violations:

- Unapproved containers shall be marked in subcategory #750.
- Unapproved shelving shall be marked in subcategory #749.

**11.12.230, GMP 110.80**

**All food must be stored in an approved facility. Food shall be kept in such a manner to be protected from exposure to dust, droplet contamination, overhead leakage and condensation, flies and other insects, rodents, vermin, and any other deleterious substance. Food shall be stored in approved containers, at least 6 inches above the floor surface on approved shelving.**

**708. FINISHED FOOD – POSSIBLE CONTAMINATION FROM RAW MEATS / POULTRY**

This subcategory shall be marked for violations that would expose finished foods which are ready-to-eat to raw meat / poultry, vermin or any other means of contamination or adulteration.

Examples:

- Bakery goods left outside for cooling
- Uncovered raw chicken is stored above exposed ready-to-eat foods

**Exception:**

**When blood from raw meat or poultry has dripped onto ready-to-eat food, subcategory #703 shall also be marked.**

Other Possible Violations:

- Uncovered food shall also be marked in subcategory #707.
- Unapproved containers shall also be marked in subcategory #750.
- Unapproved shelving shall also be marked in subcategory #749.

**11.12.230, GMP 110.80**

**All food must be stored in an approved facility. Food shall be kept in such a manner to be protected from exposure to dust, droplet contamination, overhead leakage and condensation, flies and other insects, rodents, vermin, and any other deleterious substance. Food shall be stored in approved containers, at least 6 inches above the floor surface on approved shelving.**

**709. UNAPPROVED SOURCE**

This subcategory shall be marked when food has been determined to be from an unapproved source and/or no invoice is available to substantiate the source.

Examples:

- No tags/records to verify that shellfish are harvested from certified waters
- Venison being processed from personal hunting trip
- Home grown vegetables and fruits are being used in processed foods.
- No invoices are available to identify the source of processed ingredients

Other Possible Violations:

- Missing shellfish tags shall also be marked in subcategory #739

## **GMP 110.80**

**All food shall be obtained from an approved source.**

### **710. REFROZEN FOOD**

This subcategory shall be marked when food has been determined that it has been previously frozen, defrosted, and without processing or cooking, food has been re-frozen.

Examples:

- Frozen, uncooked chicken is defrosted, skin and bone is removed, and the product is refrozen.

## **GMP 110.80**

**Frozen food which has been thawed, shall be cooked or otherwise processed, before it may be refrozen.**

### **711. IMPROPER INSPECTION AT DELIVERY / TRANSPORTATION**

This subcategory shall be marked for the improper inspection of food upon delivery and the improper transportation of food items.

Examples:

- Supplier delivers product at peak time; manager accepts food without inspecting PHF for temperature abuse, vermin and / or adulteration
- Transporting potentially hazardous food items in an un-refrigerated truck

Other Possible Violations:

- Temperature violations found during receipt or transport of food shall be marked in subcategory #701.
- Vermin found during receipt of food shall be marked in subcategories #719, #720, #721, or #722.
- When the food is found to be adulterated when received, subcategory #703 shall be marked.

Training Provided

- Subcategory #767 shall be marked when training was provided as required.

## **11.12.230, GMP 110.80**

**Food shall be inspected upon receipt and prior to use. Food shall be transported so as to be pure, free from contamination, adulteration and spoilage.**

### **712. ACIDIFICATION / LABELING - REFERRAL - SEE #774 \*\*\*\***

This subcategory shall be marked for violations regarding the proper labeling of consumer foods.

Examples:

- Consumer food not labeled in English
- Pre-packaged food without the required labeling information (i.e. common name, ingredient listing on label, etc.)
- Lack of a use-by-date on a PHF, oxygen-reduced package that has been packaged by the establishment.

## **GMP 110.80, 21 CFR 101, 9 CFR 317**

**Foods which have been acidified to prevent growth of microorganisms shall maintain pH of 4.6 or below. Provide label on all pre-packaged foods to include common name, ingredients, name/address of manufacturer and net weight.**

### **713. DISEASE TRANSMISSION – CARRIER/ LESION / RASH**

This subcategory shall be marked to indicate the observation of employee(s) who are likely to transmit disease to others while performing their duties. These employees shall be excluded from food preparation and utensil washing duties until gloves or other approved protection is provided. Full exclusion of the employee may be required under some circumstances.

Examples:

- Handling food with bandage on hand without approved gloves
- Employee with an open sore on hand, handling meat without approved gloves
- Persistent runny nose requiring frequent wiping.

Other Possible Violations:

- When food is observed to be contaminated by the food handler, subcategory #706 shall also be marked.
- Failure to wash hands after sneezing, coughing or after touching an exposed body part shall also be marked in subcategory #714.

**FSA 112035, GMP 110.10, 11.12.270**

**Employees with a communicable disease shall be excluded from the food facility/preparation of food. Gloves shall be worn when an employee has cuts, sores and rashes.**

**714. HAND WASHING – EMPLOYEE DID NOT WASH HANDS / NO SUPPLIES**

This subcategory shall be marked to indicate the failure of an employee to wash their hands as required or the lack of handwashing supplies in the facility. When no supplies (i.e., soap/ towels/ drying device) are available on-site, your health inspector shall require that approved supplies be obtained and the dispensers be refilled by the end of the inspection. When the supplies are not available by the end of the inspection, the facility may be closed.

Examples:

- An employee that handles food, equipment, utensils, linens or single-service utensils did not wash hands after using the toilet
- Food handler did not wash hands after returning from a non-food preparation activity
- Food handler preparing raw chicken fails to wash hands prior to handling clean customer utensils or ready-to-eat food
- Employee did not wash hands after eating or drinking
- Employee observed to have dirty hands and nails
- Employee touches any exposed body part and resumes food handling

Other Possible Violations:

- When a dispenser is damaged, missing or empty, subcategory #737 shall be marked.

Training Provided

- Subcategory #766 shall be marked when training was provided as required.

**FSA 112015, GMP 110.10**

**Employee are required to wash their hands: before beginning work; before handling food/equipment/utensils; as often as necessary during food preparation, to remove soil and contamination; when switching from working with raw to ready-to-eat food; after touching body parts; after using toilet room; or any time when contamination may occur.**

**715. TOBACCO / EATING / DRINKING / HABITS / BEHAVIORS**

This subcategory shall be marked to indicate violations related to employee practices.

Examples:

- Employee observed eating, drinking, or smoking in a work area
- Employee observed sitting on food preparation table
- Personal items (jackets, radio, newspaper, medicines, cigarettes, umbrellas) are stored on food storage shelves or on work tables

Other Possible Violations:

- Employee did not wash hands after eating, drinking or smoking shall be marked in subcategory #714.
- Employee, after preparing raw chicken, began preparing lettuce without washing hands. Mark subcategory #706.

**FSA 112020, FSA 112025, GMP 110.10, 11.12.270**

**No employee shall eat, drink or smoke in any work area or commit any act that contaminates food or food contact surfaces. No employee shall commit any act that may contaminate or adulterate food, food contact surfaces, or utensils.**



## **716. HAIR RESTRAINTS / OUTER GARMENTS / NAILS / RINGS**

This subcategory shall be marked for the following violations:

- Lack of approved hair restraints
- Soiled outer garments
- Employee wearing nail polish, acrylic nails, nails not neatly trimmed or ring (other than a plain wedding band) while preparing food with no gloves

### **11.12.270, FSA 111965, GMP 110.10**

**All employees preparing, serving or handling food or utensils shall wear clean, washable outer garments, or uniforms and shall wear a hairnet, cap or other suitable covering to confine hair. Gloves shall be worn when an employee has artificial nails, nail polish, or fingernails that are not clean and neatly trimmed.**

## **717. PERSONAL ITEMS**

This subcategory shall be marked for violations involving personal items stored in food processing areas

Examples:

- Clothing, umbrellas, shoes hanging on food processing equipment.
- Employee TV/radio observed in food preparation area on food contact surfaces.

Other Possible Violations:

- Employee hair restraint sitting on food contact surface may also be marked in subcategory #716.

### **11.12.070, FSA 111965, GMP 110.10**

**All employee clothing and personal effects shall be stored in a separate room/locker room/dressing room.**

## **718. PERSONAL HYGIENE**

This subcategory shall be marked for violations involving inadequate personal cleanliness of those employees involved in the processing and/or packaging of food products.

Examples:

- Perspiration, cosmetics, chemicals, medicines applied to the skin.
- Dirty hands or fingernails from working on their car

### **GMP 110.10**

**Maintain adequate personal cleanliness.**

## **719. RODENTS**

A public health permit may be suspended when one or more of the following signs are observed in the food preparation, food storage and utensil washing areas, or in the restroom, indicating an active infestation: fresh droppings, gnaw marks, nesting, grease marks, live rodents, dead rodents.

Other Possible Violations:

- When food is contaminated by rodents subcategory #703 shall also be marked.
- Equipment / utensils / shelving that are contaminated by rodents shall be marked in subcategory #748
- Rodent harborage shall be marked in subcategory #724

### **11.12.230, GMP 110.37**

**Each food facility shall be kept free of vermin: rodents (rats, mice), cockroaches, flies and other insects.**

## **720. COCKROACHES**

A public health permit may be suspended when one or more live cockroaches are observed in the food preparation, food storage and utensil washing areas, customer area or in the restroom, indicating an active infestation.

Other Possible Violations:

- When food is contaminated by cockroaches, subcategory #703 shall also be marked.



- Equipment / utensils / shelving that are contaminated by cockroaches shall be marked in subcategory #748
- Cockroach harborage shall be marked in subcategory #724

#### **11.12.230, GMP 110.37**

**Each food facility shall be kept free of vermin: rodents (rats, mice), cockroaches, flies and other insects.**

#### **721. FLIES**

This subcategory shall be marked when numerous flies are observed in the facility, posing an immediate threat to the public's health and safety.

Examples:

- Flies contacting food and/or food surfaces
- Numerous flies in the food preparation area; doors are left open

Other Possible Violations:

- When food is contaminated by flies, subcategory #703 shall also be marked.
- Equipment / utensils / shelving that are contaminated by flies shall be marked in subcategory #748
- Inoperable or lack of fly-exclusion devices shall be marked in Subcategory #723

#### **11.12.230, GMP 110.37**

**Each food facility shall be kept free of vermin: rodents (rats, mice), cockroaches, flies and other insects.**

#### **722. OTHER INSECTS**

This subcategory shall be marked for insect violations, other than cockroaches, that do not pose an immediate risk to the public's health and safety.

Examples:

- Flies in the delivery/staging areas
- Flies in the dishwashing area or around floor sink
- Flies in a pre-packaged food facility

Other Possible Violations:

- Insects (e.g., fruit flies, moths, gnats, ants) found in food shall be marked in subcategory #703

#### **11.12.230, GMP 110.37**

**Each food facility shall be kept free of vermin: rodents (rats, mice), cockroaches, flies and other insects.**

#### **723. OPEN DOOR / WINDOW / AIR CURTAIN / MISSING**

This subcategory shall be marked for violations involving the possible entrance of vermin, including rodents and insects.

Examples:

- Open doors without fly-exclusion devices / doors maintained open
- Missing / torn window screens
- Operator de-activated the air curtain
- Delivery door kept open with no air curtain or air curtain turned off
- Inadequate air curtain to prevent entrance of flies

Other Possible Violations:

- When flies are observed, subcategory #721 or #722 shall be marked as appropriate.

#### **FSA 111990, GMP 110.20**

**A food facility shall at all times be constructed and maintained so as to prevent the entrance and harborage of vermin.**

## **724. FACILITY NOT FULLY ENCLOSED**

This subcategory shall be marked for violations involving the possible entrance of vermin, due to facility lacking full enclosure.

Examples:

- Doors or windows missing
- Doors or windows damaged / unable to close

Other Possible Violations:

- When food is contaminated by rodents subcategory #703 shall also be marked.
- Equipment / utensils / shelving that are contaminated by rodents shall be marked in subcategory #748
- Rodent harborage shall be marked in subcategory #724
- When food is contaminated by cockroaches, subcategory #703 shall also be marked.
- Equipment / utensils / shelving that are contaminated by cockroaches shall be marked in subcategory #748
- Cockroach harborage shall be marked in subcategory #724
- When food is contaminated by flies, subcategory #703 shall also be marked.
- Equipment / utensils / shelving that are contaminated by flies shall be marked in subcategory #748

## **FSA 111990, GMP 110.20**

**A food facility shall at all times be constructed and maintained so as to prevent the entrance and harborage of vermin.**

## **725. NO WATER**

This violation warrants closure of a food facility. This subcategory shall be marked when a facility lacks an adequate, protected, pressurized, potable supply of hot and cold water.

Example: No water is available throughout the facility (closure).

## **11.12.030, GMP 110.37**

**An adequate, safe, pressurized, potable supply of hot water (120 degrees Fahrenheit) and cold water shall be provided at all times, from a source and distribution system approved by the director.**

## **726. NO HOT WATER**

This subcategory shall be marked when your facility is involved with food preparation and lacks hot water of at least (120°F)

Example:

- Water is measured at less than 110°F throughout the food facility (closure)

## **11.12.030, GMP 110.37**

**An adequate, safe, pressurized, potable supply of hot water (120 degrees Fahrenheit) and cold water shall be provided at all times, from a source and distribution system approved by the director.**

## **727. SANITIZING METHOD / PROCEDURES**

This subcategory shall be marked for violations involving the improper sanitization of kitchen utensils or food-contact surfaces.

Examples:

- Failure to sanitize kitchen utensils, as required
- Failure to sanitize food-contact surfaces when processing different animal products
- Failure to sanitize probe thermometers before each use.

Training Provided:

Subcategory #765 shall be marked when training was provided as required.

## **GMP 110.35**

**Food contact surfaces/utensils/equipment shall be cleaned and sanitized as frequently as necessary to protect against contamination of food. Sanitizing solutions and methods of exposure times shall be adequate to properly sanitize multi-service utensils, equipment and food contact surfaces.**

#### **728. SANITIZER – IMPROPER CONCENTRATION/TEMPERATURE**

This subcategory shall be marked for operational violations of sanitization that involve improper sanitizer concentration, inadequate high-temperature sanitizing procedures.

Examples:

- Sanitizing solution is detectable but not at the required level, and can be readily adjusted at the time of inspection
- Heat sanitization is not at the required temperature, but can be readily adjusted at the time of inspection
- Sanitizing kit is missing, incomplete or wrong type
- Using an unapproved sanitizer

Other Possible Violations:

- When a mechanical dishwasher is not functioning properly, subcategory #751 shall be marked

Training Provided:

Subcategory #765 shall be marked when training was provided as required.

#### **GMP 110.35**

**Food contact surfaces/utensils/equipment shall be cleaned and sanitized as frequently as necessary to protect against contamination of food. Sanitizing solutions and methods of exposure times shall be adequate to properly sanitize multi-service utensils, equipment and food contact**

#### **729. SEWAGE DISPOSAL SYSTEM / LIQUID WASTE (THIS SUBCATEGORY SHALL BE MARKED IF A FACILITY'S LICENSE IS SUSPENDED DUE TO SEWAGE)**

This subcategory shall be marked **when** liquid waste is not disposed of through the approved plumbing system or does not discharge into the public sewer system or an approved private disposal system which poses an imminent health hazard to the public.

Examples:

- Overflowing grease trap has contaminated floors throughout food preparation area **(CLOSURE)**; subcategory #772 shall also be marked
- Floor drains / sinks are overflowing onto floors in the food preparation area **(CLOSURE)**; subcategory #772 shall also be marked
- Sewage overflow contaminates the utensil area, food preparation area, or storage area **(CLOSURE)**; subcategory #772 shall also be marked
- Clarified is found clogged **(CLOSURE)**

Additional Violations:

- Sewage observed on floors shall also be marked in subcategory #747

Exceptions:

- A clogged floor sink or floor drain that is not overflowing shall be marked **ONLY** in subcategory #734
- A drain line from walk-in-refrigerator drains only outside of facility shall be marked **ONLY** in subcategory #735

#### **FSA 111960, FSA 112005, GMP 110.37**

**All sewage / liquid waste must drain to an approved functioning sewage disposal system.**

#### **730. TOILET – DISREPAIR / UNCLEAN / TOILET TISSUE / DOOR NOT SELF-CLOSING**

This subcategory shall be marked for violations with toilet facilities, i.e., toilet is in disrepair, lack of appropriate number of toilets, toilet paper and dispensers, self-closing devices at toilet room doors.

Examples:

- Leak at the base of toilet
- The urinal in men's toilet room is inoperable

- One of the available toilets is clogged
- The toilet seat is cracked
- The toilet room is not accessible
- The toilet is improperly secured to the wall or floor
- No toilet tissue
- Missing toilet tissue dispenser
- Soiled toilet paper not disposed in the toilet
- Missing or damaged self-closing device
- Unclean toilet facilities

Other Possible Violations:

- Food stored in the toilet room shall be marked in subcategory #707
- Equipment or utensils stored in toilet room shall be marked in subcategory #752

**11.12.070, FSA 112005, FSA 112010, GMP 110.37**

**Toilet facilities shall be provided and maintained in good repair.**

**731. TOILET FACILITIES – MISSING / INADEQUATE #**

This subcategory shall be marked for closure due to lack of toilet facilities.

The inspector shall mark the subcategory when a facility has no operable toilets available or there is an inadequate number of toilets based on staffing.

Examples:

- No toilets available for food facility employees (closure)
- Toilet facilities are inaccessible
- The only toilets are inoperable
- There is one toilet and 100 employees working

**11.12.070, FSA 112005, FSA 112010, GMP 110.37**

**Toilet facilities shall be provided and maintained in good repair.**

**732. BACKFLOW / BACK SIPHONAGE**

This subcategory shall be marked for violations involving cross connections.

Examples:

- A hose, attached to any outlet fixture, that extends below the flood level rim of a sink without an approved backflow prevention device
- A missing or damaged atmospheric vacuum breaker on a garbage grinder or mechanical dishwasher.

Exception:

- Lack of an air gap for equipment drain lines shall be marked in subcategory #735

**GMP 110.37**

**The potable water supply shall be protected with a back flow or back- siphonage device as required by applicable plumbing codes.**

**733. SINKS / FIXTURES / SUPPLY LINE – UNCLEAN / DISREPAIR / INAPPROPRIATE USE**

This subcategory shall be marked for violations that involve the conveyance of potable water and / or sinks and fixtures that are leaking, not clean, in disrepair or unapproved.

Examples:

- Leaking faucet at the utensil washing sink
- Dirty handwash sink
- Hoses are observed on the ground surface
- Hoses are missing 'quick – disconnect' feature
- Unapproved faucet extension at 3-compartment sink
- Faucet unable to reach all compartments of the sink
- Sink not secured to wall
- Cracked sink

Other Possible Violation:

- When the unapproved faucet extension at the 3-compartment sink is missing a backflow prevention device and extends below flood rim level, subcategory #732 shall also be marked

**11.12.030, GMP 110.37**

**All plumbing and plumbing fixtures shall be installed in compliance with local plumbing ordinances; shall be maintained to prevent contamination; shall be kept clean, fully operative and in good repair.**

**734. FLOOR DRAINS / FLOOR SINKS – MISSING / NOT CLEAN / DISREPAIR**

This subcategory shall be marked for violations involving the disposal of liquid waste and the conveyance of potable water, including floor sinks or floor drains, unapproved, not clean or in disrepair.

Examples:

- Reach-in refrigerator draining to a bucket / floor / pan
- Missing sewage disposal system (clarifier) outside (VIP)
- Slow drain / clogged drain at the floor sink (not overflowing)
- Missing air gap at floor sink

Other Possible Violations:

- Unapproved hose lacking a backflow prevention device shall be marked in subcategory #732.

**11.12.030, GMP 110.37**

**All plumbing and plumbing fixtures shall be installed in compliance with local plumbing ordinances; shall be maintained to prevent contamination; shall be kept clean, fully operative and in good repair.**

**735. DRAIN LINE / LIQUID WASTE – UNAPPROVED DISCHARGE / INSTALLATION / MISSING**

This category shall be marked for violations involving the unapproved discharge of liquid waste onto floor surfaces, counters, etc. caused by leaks (poor installation, clogged pipes, missing drain lines)

Examples:

- Leaking P-trap under sink
- Leaking inlet back-pressure valve
- Leaking drain line
- Leaking toilet water supply
- Missing drain line from condensate pan in walk-in refrigerator

Other Possible Violations:

- A leaking evaporator pan or damaged equipment shall be marked in subcategory #751

**11.12.030, GMP 110.37**

**All plumbing and plumbing fixtures shall be installed in compliance with local plumbing ordinances; shall be maintained to prevent contamination; shall be kept clean, fully operative and in good repair.**

**736. CRITICAL SINK / FIXTURE – HAND WASH / FOOD PREP SINK / MOP SINK**

This subcategory shall be marked when a critical sink (i.e., handwashing, utensil washing or food preparation sink) is observed with any of the following violations: inoperable, missing, clogged, no water / no cold or hot water <110°F.

Examples:

- The hand washing sink is blocked, or items are stored on top of the sink, rendering it inaccessible
- Hand washing sink is removed after final walk-through inspection by the Plan Check Program
- Food preparation sink has been removed
- No water / hot water at hand washing sink
- 3 – compartment sink is not accessible at all times

- Hot water at hand washing sink takes such an excessive amount of time to reach sink, greater than reasonable therefore, employee is not washing hands in warm water.
- No cold water available at the food prep sink

Other Possible Violations:

- A direct connection or improper / lack of required drain line at a food preparation sink shall be marked in subcategory #734

Exception:

- Lack of water / hot water at all critical sinks shall be marked in subcategory #726
- Leaking faucets shall be marked in subcategory #733.

**11.12.070, GMP 110.37**

**Adequate facilities shall be provided for hand washing and the washing of equipment and utensils.**

## SECTION II

### OPERATIONS / WALLS / FLOORS / CEILINGS

**737. SOAP / DRYING DEVICE – DISPENSER EMPTY / DISREPAIR / UNAPPROVED TYPE / UNCLEAN**

This subcategory shall be marked when soap and towels are on site, but improperly dispensed/dispensers empty; dispensers are missing, damaged or of an unapproved type; soap or towels are of an unapproved type.

Examples:

- Damaged / leading soap dispenser
- Using bar soap or unapproved cloth towels
- Paper towels sitting on toilet tank, no dispenser.

**11.12.070, FSA 112010, GMP 110.37**

**Hand washing soap and towels or drying device shall be provided in dispensers; dispensers shall be maintained in good repair.**

**738. HAZARDOUS MATERIALS / CHEMICALS / JANITORIAL – STORAGE / USE**

This subcategory shall be marked for violations involving the improper use or storage of pesticides, insecticides, rodenticides, or non-food chemicals that pose a high risk to the public's health and safety.

Examples:

- An open container of bleach / sanitizer stored above a food preparation area
- Open or unlabeled chemical containers stored on a shelf above a food preparation table.
- A chemical spray bottle hanging from inside the hood
- An unapproved insecticide used in the food preparation area
- Chemicals stored in a food container
- An unapproved food equipment lubricant is being used

Other Possible Violations:

- Equipment and utensils that have been contaminated by the misuse of hazardous materials or chemicals shall be marked in subcategory #748
- Food that has been adulterated by the misuse of hazardous materials or chemicals shall be marked in subcategory #703

**11.12.260, GMP 110.35**

**Cleaning compounds, sanitizing agents, pesticides or other hazardous materials shall be identified, held, used and stored in a manner that protects against contamination of food, food contact surfaces or food packaging materials.**



### **739. SHELLFISH TAGS / RECORDS**

This subcategory shall be marked for the failure to maintain shellfish certification tags / records for 90 days from receipt as required.

Other Possible Violations:

- When unable to verify source of shellfish because of the inadequate records, subcategory #709 shall be marked.

### **Title 17 – Section 13675**

**Facility shall maintain tags / records from shellfish for at least 90 days.**

### **740. INTERIOR PREMISES – CASTOFFS / TOOLS / LINENS / UNIFORMS**

This subcategory shall be marked for non-food storage violations inside the premises.

Examples:

- Dirty linen stored in the food processing area
- Paint can stored in the food facility
- Electrical cards and hardware supplies are stored on food storage shelves.
- Linens or work apparel is found on the floor

Exceptions:

- Violations relating to storage and use of wiping rags shall be marked in subcategory #756
- Employee personal items stored in a food processing or storage area shall be marked in subcategory #717

### **11.12.110, FSA 111965, GMP 110.20**

**The interior premises of each food facility shall be kept clean and free of litter and rubbish; all clean and soiled linen shall be properly stored; non-food items shall be stored and displayed separate from food and food contact surfaces.**

### **741. LIVING / SLEEPING QUARTERS**

This subcategory shall be marked for violations related to sleeping and living quarters adjoining a food processing facility.

Examples:

- A bed or bedding is found in the food storage area.
- A couch was placed in the food processing area.

### **FSA 112030, GMP 110.35**

**No sleeping accommodations shall be in any room where food is prepared stored or sold.**

### **742. ANIMALS / BIRDS / FOWL**

This subcategory shall be marked when animals are observed in the food facility.

Examples:

- Operator's cat is in processing room
- Dog found in food storage area
- Wild birds have flown into the processing area.

### **11.12.120, FSA 111970**

**No live animal, bird or fowl shall be kept or allowed in a food facility.**

### **743. REFUSE / CONTAINERS / FOOD WASTE STORAGE**

This subcategory shall be marked for violations involving interior and exterior garbage and rubbish storage containers / areas.

Examples:

- Outside refuse container lids propped open
- Refuse containers encrusted with waste
- Overflowing trash bins
- Leaking garbage containers

- No trash receptacle in the toilet room(s)

### **GMP 110.37, FSA 111965**

**All food waste and rubbish shall be kept in leak proof and rodent proof containers. Containers shall be covered at all times. All waste must be removed and disposed of as frequently as necessary to prevent a nuisance.**

### **744. EXTERIOR PREMISES**

This subcategory shall be marked for violations involving the cleanliness and accumulation of cast-off and litter at the exterior of the building and for violations involving poor drainage or lack of drainage on exterior premises.

Example:

- Cast-off items stored at the exterior of the facility
- Ground surface is not sloped for proper drainage
- Ground surface is not smooth leaving accumulated water

Other Possible Violations:

- Violations involving the exterior trash containers / areas shall be marked in subcategory #743.

### **GMP 110.20, GMP 110.37**

**The exterior premises of each food facility shall be kept clean and free of litter and rubbish.**

### **745. DRESSING ROOM / LOCKERS / INADEQUATE #**

This subcategory shall be marked for violations regarding required dressing rooms, lockers, or inadequate number of dressing rooms.

Examples:

- The dressing room was dirty or cluttered
- A dressing room is not provided for the employees to change or store clothing
- No lockers are provided for employees

Other Possible Violations:

- Food stored in the dressing room shall be marked in subcategory #707

Exception:

- Violations related to linen or work apparel shall be marked in subcategory #740

### **11.12.070, GMP 110.10, Title 17 § 12280 and § 12515**

**A separate room, or designated area away from food, food storage, and toilet rooms shall be provided for employees to change and store their clothing and personal effects. Such room shall be provided with self-closing, well-fitting doors: and shall be maintained in a clean and sanitary condition.**

### **746. DETERIORATION / UNAPPROVED MATERIALS**

This subcategory shall be marked for violations involving walls, ceilings and floors, including those inside a walk-in refrigerator.

Examples:

- Missing base coving or missing floor tiles.
- Peeling paint / plaster on walls and ceiling
- Missing grout between floor tiles
- Damaged walls (not smooth, easily or light- colored)
- Missing electrical or light-switch cover
- Missing ceiling panels or unapproved type of ceiling panels
- Deteriorated caulking at the wall and hand washing sink junction
- Loose FRP / metal flashing
- Deteriorated floor in the walk-in refrigerator (aggregate / gravel exposed)
- Dirty ceiling fans

Other Possible Violations:

- Missing exterior door shall be marked in subcategory #724
- Exterior doors propped open shall be marked in subcategory #72



#### **11.12.040, FSA 111975, GMP 110.20**

**The wall/ceilings shall have durable, smooth, nonabsorbent, light-colored, and washable surfaces. All floor surfaces shall be of approved material, smooth, durable and made of nonabsorbent material that is easily cleaned. Approved base coving shall be provided in all areas where food is stored or prepared. All food facilities shall be kept clean and in good repair.**

#### **747. NOT MAINTAINED CLEAN**

This subcategory shall be marked when walls / floors / ceilings, including those of the walk-in refrigerators, are not clean.

Examples:

- Mold, grease, dirt on walls, ceiling or floors
- Ceiling panels soiled with accumulated dust / grease
- Make-up air vent / ceiling vent accumulated with grease
- Decomposed food products / grease build-up on floors

Other Possible Violations:

- Floor sinks that are not clean shall be marked in subcategory #734

#### **11.12.040, FSA 111975, GMP 110.20**

**The wall/ceilings shall have durable, smooth, nonabsorbent, light-colored, and washable surfaces. All floor surfaces shall be of approved material, smooth, durable and made of nonabsorbent material that is easily cleaned. Approved base coving shall be provided in all areas where food is stored or prepared. All food facilities shall be kept clean and in good repair.**

#### **748. NOT MAINTAINED CLEAN**

This subcategory shall be marked for violations involving the cleanliness of utensils, equipment, shelving and cabinets.

Examples:

- Shelves are encrusted with food
- Accumulated grease and food debris on cooking equipment, knives, refrigerator (interior / exterior surface), knife rack, can opener
- Dirty fan guards in walk-in refrigerator
- Dirty knives stored with clean utensils

Exceptions:

- Violations related to the cleaning of lights / light shields shall be marked in subcategory #755
- Violations related to the cleaning of hoods or other ventilation systems shall be marked in subcategory #766

#### **11.12.130, FSA 111965, GMP 110.40**

**All utensils and equipment shall be clean, fully operative and in good repair.**

#### **749. UNAPPROVED EQUIPMENT / IMPROPER USE / IMPROPER INSTALLATION**

This subcategory shall be marked for violations involving the design / approval, operation / installation of equipment used for preparation, storage and transportation of food products.

Examples:

- Using milk crates as shelves, to store utensils or food
- Unapproved food storage shelves
- Inoperative equipment is being used for another purpose (e.g., refrigerator used as a storage cabinet)
- Using unapproved domestic / or domestic-converted equipment for commercial purposes.

Other Possible Violations:

- Improper food storage methods shall be marked in subcategory #707

### **11.12.130, 11.12.210, GMP 110.40**

**All utensils and equipment shall be approved, installed properly, and meet applicable standards. All utensils shall be of such material and construction as to be impervious to moisture and grease, smoothly finished, and capable of withstanding repeated washing without damage. Any can or other container designed for use a single time, shall not be refilled with food that is to be used for human consumption.**

### **750. UNAPPROVED UTENSILS / IMPROPER USE**

This subcategory shall be marked for violations involving the design / approval, operation / installation of utensils used in the preparation or storage of food products.

Examples:

- Knives stored in unapproved wooden block
- Missing stoppers in the 3-compartment sink
- Wrapping utensil handles with cloth, string or tape
- Plastic shopping bags used for food storage
- Using domestic utensils
- Re-using single-service food containers for food storage

Other Possible Violations:

- Improper food storage methods shall be marked in subcategory #707

### **11.12.130, 11.12.210, GMP 110.40**

**All utensils and equipment shall be approved, installed properly, and meet applicable standards. All utensils shall be of such material and construction as to be impervious to moisture and grease, smoothly finished, and capable of withstanding repeated washing without damage. Any can or other container designed for use a single time, shall not be refilled with food that is to be used for human consumption.**

### **751. CONDITION – DISREPAIR**

This subcategory shall be marked for violations involving the condition of the equipment, utensils, shelving or cabinets.

Examples:

- Torn refrigerator door gaskets
- Lining shelves / equipment with cardboard
- Lining shelves with aluminum foil or other unapproved material
- Ice build up in the walk-in freezer
- Missing fan guard at the reach-in refrigerator
- Rusty refrigerator shelving
- Damaged utensils
- Missing refrigerator handle
- Cutting boards have deep pits / crevices

Other Possible Violations:

- Food temperature violations shall be marked in subcategory #701
- Food adulteration due to leaking condensate shall be marked in subcategory # 703
- Unclean equipment / utensils / shelving / cabinets shall be marked in subcategory #748

### **11.12.130, FSA 111965, GMP 110.40**

**All utensils and equipment shall be clean, fully operative and in good repair.**

### **752. UTENSIL / EQUIPMENT STORAGE**

This subcategory shall be marked for violations that involve the storage of utensils or equipment.

Examples:

- Pots and pans stored on the floor
- Utensils stored in the mop sink
- Utensils stored in an inoperable refrigerator

Other Possible Violations:

- Cast-off items shall be marked in subcategory #740

**GMP 110.35**

**Utensils and equipment shall be stored so as to be protected from contamination.**

**753. HOOD – NOT CLEAN / DISREPAIR / EQUIPMENT NOT UNDER HOOD**

This subcategory shall be marked for violations with the maintenance of a mechanical ventilation system over food equipment OR equipment is not under the hood OR hood does not extend 6” beyond the edge of the cooking equipment.

Examples:

- Exhaust system is not kept clean or the filters are missing
- Hood is not operating properly
- Interior of hood and its filters have an accumulation of grease
- Hood is not functioning properly – smoke and blackened ceilings are observed

**11.12.100, GMP 110.20**

**Exhaust hoods and filters shall be approved by the local building department, properly installed, maintained clean and in good repair.**

**754. VENTILATION – GENERAL**

This subcategory shall be marked for the improper, damaged, missing or inoperable ventilation system.

Examples:

- Processing room is excessively hot
- Condensation is observed running down the processing room walls
- No ventilation system or window in the toilet room
- Blocked make-up air vent
- Unvented gas water heater

**11.12.090, FSA 111960, GMP 110.20**

**Approved ventilation shall be provided throughout the food establishment to keep all areas reasonably free from excessive heat, steam, condensation, smoke, and vapor, and to provide reasonable comfort for all employees. Toilet rooms shall be vented to the outside consistent with local building codes.**

**755. LIGHTING / LIGHT SHIELDS / ELECTRICAL**

This subcategory shall be marked for inadequate lighting / lack of required shatterproof lights or light shields.

Examples:

- Inadequate lighting to facilitate adequate cleaning or inspection
- Missing light shields in the food processing room, and refrigerator
- Burned out light bulb in the storage area
- Light shields are accumulated with dust and dead insects
- Missing end caps

**11.12.060, FSA 111960, GMP 110.20**

**Adequate lighting shall be provided in all areas to facilitate cleaning and inspection. Light fixtures in areas where there is open food, or utensil washing shall be of shatterproof construction or protected with light shields.**

**756. WIPING CLOTHS – NOT CLEAN / INADEQUATE SANITIZER/ TURBID / STORAGE**

This subcategory shall be marked for violations involving wiping rags, i.e., storage, laundering, sanitizing solution/bucket.

Examples:

- Wiping cloth stored in bucket with excessively soiled water
- No sanitizer in the bucket used for wiping cloths

- Using a soiled wiping cloth to wipe a utensil
- The sanitizer concentration in the wiping cloth bucket is below the required level
- Wiping cloth is used more than once for wiping food contact surface and is not stored in a sanitizing solution.

Other Possible Violations:

- When using a soiled wiping rag for sanitization of food-contact surfaces, subcategory #727
- When using a cloth to cover food, subcategory #707
- When using a piece of cloth to hold equipment in place, mark subcategory #751

**GMP 110.35**

**Wiping rags used to wipe service counters, scales or other surfaces that may come into contact with food shall be used only once unless kept in clean water with sanitizer.**

**757. THERMOMETER – REFRIGERATION / PROBE**

This subcategory shall be marked due to violations involving refrigeration or probe thermometers.

Examples:

- Missing or malfunctioning thermometer in refrigeration units that are holding PHF
- Inaccurate probe thermometer
- No probe thermometer

**11.12.240, GMP 110.40**

**Every refrigerator used for the storage of perishable foods shall be provided with a reliable and accurate thermometer. Provide approved thermometer for measuring food temperatures.**

## SECTION III

### SIGNS / DISPOSAL / TRAINING / ADMINISTRATIVE ACTIONS

**758. PUBLIC HEALTH PERMIT**

Title 8 - § 8.04.740, § 8.04.750

**A current Public Health License shall be posted in a conspicuous place.**

**759. CERTIFIED FOOD HANDLER CERTWHENICATE**

11.11.010

**Each food service business which prepared potentially hazardous food on the premises shall have at least one certified food handler on the premises at all times during operating hours.**

**760. SIGNS – HAND WASHING / SMOKING**

Signs are posted, e.g., hand washing, smoking, cold/hot holding temperatures, sinks, etc.

**761. FOOD PROCESSOR’S REGISTRATION**

California State Food Processor Registration certificate is posted.

**762. COUNTY BUSINESS LICENSE (unincorporated areas only).**

The County business license is available for review in those “unincorporated” areas of the county ONLY.

**763. BTA REGISTRATION**

A registration number is available certifying that the operator has registered with the FDA under the Bioterrorism Act of 2002.

**764. CONDEMNATION / VOLUNTARY DISPOSAL**

All food products which are condemned or voluntarily disposed of are documented using pounds for all items.

## **765, 766, 767, 768, 769, 770 - TRAINING PROVIDED**

Indicate all training provided to the operator regarding health department approved methods.

- SANITIZATION – FOOD CONTACT SURFACES
- HAND WASHING
- DELIVERY – PROPER INSPECTION OF FOOD
- COOLING METHODS
- HOLDING TEMPERATURES
- DEFROSTING / THAWING METHODS

## **771. ADMINISTRATIVE REVIEW / OFFICE HEARING**

This subcategory shall be marked when an administrative review / office hearing has been scheduled for you and/or your food safety person.

## **772. SUSPENSION / REVOCATION OF PUBLIC HEALTH LICENSE**

This subcategory shall be marked when your Public Health License is suspended or revoked.

## **773 - 776 REFERRAL - PLAN CHECK PROGRAM**

This subcategory shall be marked when the health inspector refers your food facility to the Plan Check Program for construction review and approval.

- REFERRAL – PLAN CHECK
- REFERRAL – STATE / FEDERAL / CAL OSHA
- REFERRAL – OTHER (LOCAL / DEPARTMENT)
- BULLETINS / ADVISORIES

## **SECTION IV**

### **777 – 779 FACILITY STATUS / INFORMATION**

- NO FOOD PREPARATION OBSERVED AT TIME OF INSPECTION
- FACILITY NOT OPERATING AT TIME OF INSPECTION
- NOT OPEN / NO ENTRY / NO PARKING AVAILABLE

### **780 – 782. FACILITY INFORMATION**

- USDA FACILITY
- APPROVED HACCP PLAN
- SSOP AVAILABLE