COUNTY OF LOS ANGELES
Public Health

COUNTY OF LOS ANGELES
ENVIRONMENTAL HEALTH

RETAIL FOOD INSPECTION GUIDE

COUNTY OF LOS ANGELES

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Revised 07/07

COUNTY OF LOS ANGELES ♦ DEPARTMENT OF PUBLIC HEALTH
ENVIRONMENTAL HEALTH

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 Retail Food Inspection Guide to enhance the understanding of the inspection process. It is the intent, following the all new California Retail Food Code, 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 assist in determining the current status of a food facility and to provide the guidance necessary to improve all aspects of food storage, handling, preparation, transportation and service. In addition, detailed information is provided regarding the inspection process; the report issued by Environmental Health at the conclusion of an inspection; and the scoring criteria used as the basis for the grading system in Los Angeles County.

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

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

Terrance Powell, Acting Director
Environmental Health

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INTRODUCTION

With the enactment of the California Retail Food Code, California retail food safety programs have refocused food facility inspection emphasis on the Centers for Disease Control and Prevention's (CDC) identified foodborne illness risk factors and public health interventions. This Retail Food Inspection Guide is intended to facilitate the transition of California retail food safety programs from the California Uniform Retail Food Facilities Law to the California Retail Food Code (CRFC), a risk and intervention based inspection methodology. The CRFC focuses a food facility's inspection on the most prevalent contributing factors related to foodborne illness or injury. Assuring that the following five risk factors do not occur is vital to preventing foodborne illness:

1. Food from unsafe sources
2. Improper holding temperatures
3. Inadequate cooking
4. Contaminated equipment
5. Poor personal hygiene

Immediate correction is required of any of the risk factor violations that have been identified as "Major". When a "Major" violation cannot be immediately corrected, or a suitable alternative found, the food facility may be subject to closure until the violation is corrected. Identification of the occurrences of these "Major" violations can assist in the identification of training or other intervention strategies that are needed to reduce the risk of foodborne illness or injury.

In addition to the above risk factors, five key public health "interventions" have been identified by the Food and Drug Administration (FDA) and are listed in the preface of the FDA model food code as methods to protect consumer health.

These five "interventions" are:

1. Demonstration of knowledge – The ability of the food employee to demonstrate safe food handling procedures related to the task being performed.
2. Employee health controls – Employees are to be excluded from food service and / or food handling when ill or injured.
3. Controlling hands as a vehicle of contamination – Enforce diligent handwashing procedures.
4. Time and temperature parameters for controlling pathogens – Utilize the established science-based time / temperature requirements for controlling potential pathogens.
5. Consumer advisories – Advising consumers of known hazards associated with the consumption of certain foods.

Inspection items that relate to "Major" violations and public health "interventions" are prominent in the Retail Food Inspection Guide because preventing risky behaviors and incorporating intervention based procedures into a food facility's food preparation practices will help keep food safe and protect the consumer's health. The use of positive reinforcement is encouraged during an inspection process because it may also help increase the occurrences of positive actions and behaviors. Numerous studies have shown that the use of positive reinforcement promotes long-term positive changes in human behavior. An example of positive reinforcement, which is included in the Retail Food Inspection Guide, is the use of a chart where temperatures that are both in and out of compliance can be recorded. This shows that (Environmental Health Specialists (EHS's) are acknowledging the good along with the bad and, by identifying and recognizing the positive behaviors and actions in a food establishment, employees will be more apt to continue these positive actions and behaviors. This shifts the inspection's focus to determining compliance rather than only identifying violations.

While recognizing that good food handling practices are important, it is also necessary to identify and change negative behaviors and actions that could lead to foodborne illness. When items are found out of

compliance, the EHS **must** work with the Person in Charge (PIC) to ensure that changes are made so that critical items are in compliance when standard procedures are used.

In the long term, if the EHS's limited time in a food facility is focused on identifying and reducing those behaviors that can lead to foodborne illness, an improvement should be seen in food employee behaviors, as well as, food preparation practices over time.

The County of Los Angeles Retail Food Inspection Guide provides information to the food service operator on all matters related to the Food Official Inspection Report (FOIR): the common terminology utilized by the Food Inspection Bureau; the retail food inspection process; and the scoring and grading system currently in use. This manual serves not only as a reference but as an educational tool to assist the food facility operator in conducting a self-inspection of a facility using the criteria currently in use by Los Angeles County.

The FOIR is used both to document the violations observed in a facility and to calculate the final score / grade based on those violations. To assist in understanding the inspection report, this guide provides detailed information on each category, along with examples of the most common violations that 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 a facility in compliance with the law and to prepare for the inspection process, a series of supplemental documents have been included in this manual. The self-inspection guide allows an operator or manager to complete an inspection using the same criteria as Environmental Health. Pertinent department policies are summarized to provide you with an understanding of the policies and procedures that the EHS follows and how those policies may affect a business.

The final section of this manual is the Appendix. This section provides additional information regarding Los Angeles County Environmental Health, compliance assistance, dispute resolution, and information on many local, state, and federal government agencies and programs.

It is important to remember that this guide is a reference tool ONLY. <u>As with all reference material, information changes.</u> 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.

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.

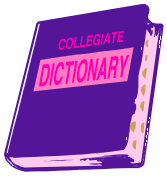
www.lapublichealth.org
(Los Angeles County Environmental Health)

labt.org
(Los Angeles County Department of Public Health)

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 (EHS) and the food industry. The following terms should provide a better understanding of the food inspection process:

Approved Source is a producer, manufacturer, distributor, transporter or food facility that is licensed or permitted by a local or state agency, which conforms to current public health standards.

California Retail Food Code (CRFC) (AKA: Cal Code) is part of the California Health and Safety Code that regulates retail food facilities.

Comminuted means reduced in size by methods including chopping, flaking, grinding, or mincing. Includes fish or meat products that are reduced in size and restructured or reformulated including, but not limited to gefilte fish, formed roast beef, gyros, ground beef, sausage, and a mixture of two or more types of meat that have been "comminuted".

Cross Contamination is the transfer of harmful microorganisms from one food to another by means of a non-food surface (equipment, utensils, human hands), or from storing or thawing raw meat and poultry adjacent to or above other foods.

Critical Sink means a required sink where there is no other approved sink available for the same purpose (e.g., mop sink, food prep sink, handwashing sink) within a reasonable distance.

Environmental Health Specialist (EHS) (formerly called 'sanitarian') and also known as 'health inspector' is someone who has completed college level studies of biology, chemistry, physics and microbiology, possesses a minimum of a bachelor's degree and is required to pass the California State Registered Environmental Health Specialist examination.

Exclude means to prevent a person from working as a food employee or entering a food facility except for those areas open to the general public.

Food Contact Surface is a surface of equipment or a utensil where food normally comes into contact; a surface of equipment or a utensil from which food may drain, drip, or splash into a food or onto a surface normally in contact with food.

Food Facility means an operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption at the retail level. Food facilities permanent and nonpermanent include but are not limited to, public and private school cafeterias, restricted food service facilities, licensed health care facilities, commissaries, mobile food facilities, mobile support units, temporary food facilities vending machines, and certified farmers' markets.

GRP (Good Retail Practices) are those preventive measures required by law that effectively control the introduction of pathogens, chemicals, and physical objects into the food.

HACCP Plan is a written document that details the formal procedures for following the Hazard Analysis Critical Control Point (HACCP) principles that were developed by the National Advisory Committee on Microbiological Criteria for Foods.

Infestation (vermin) means the presence of vermin within the food facility as evidenced by actual live bodies, fresh droppings or vomitus, urine stains, or gnaw marks, that could result in contamination to the food, equipment, packaging, or utensils.

Intervention means actions taken to reduce the risk for potential foodborne illness.

Local Enforcement Agency (LEA) means the department or the local health agency having jurisdiction over the food facility.

Major Violation means a violation that poses an imminent health hazard that warrants immediate correction and may require closure of the food facility.

Minor Violation means a violation that does not pose an imminent health hazard, but does warrant correction.

Person In Charge (PIC) means the individual present at a food facility who is responsible for the operation of the food facility.

Pooled Shelled Eggs are the eggs from domesticated chicken, turkey, duck, goose, or guinea whereas have been removed from the shell at the retail food facility and combined with other egg yolks and / or whites.

Potentially Hazardous Food (PHF) is 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 micro-organisms. PHF 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.

Prohibited Foods refers to those foods including but not limited to, unpasteurized eggs or dairy products, unpasteurized juices, and raw seed sprouts that are, or contain food products frequently associated with foodborne illness, especially in the "high-risk" populations.

Restrict means to limit the activities of a food employee so that there is no risk of transmitting a disease that is transmissible through food and the food employee does not work with exposed food, clean equipment, utensils linen and unwrapped single-use articles.

Revocation is an action taken by the Environmental Health Division to permanently order a facility closed under the existing Public Health Permit.

Sherman Food Drug and Cosmetic Act is part of the California Health and Safety Code regulating labeling, advertising and pure foods.

Suspension is an action taken by the Environmental Health Division to temporarily order a facility closed.

Time as a Public Health Control (TPHC) is an approved method of holding food, where time only, rather than time in conjunction with temperature, is used as the public health control for a working supply of potentially hazardous food before cooking or for ready-to-eat potentially hazardous food that is displayed or held for service for immediate consumption. (Documentation is a requirement).

Warewashing means the cleaning and sanitizing of utensils and food-contact surfaces of equipment.

UNDERSTANDING THE INSPECTION REPORT

Environmental Health is responsible for enforcing the Los Angeles County Code and sections of the California Health and Safety Code which includes the California Retail Food Code. To ensure that each food facility 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 Food Official Inspection Report (FOIR), which is issued by the EHS at the conclusion of the inspection. The report is used for routine inspections, complaint investigations and other investigations to indicate the food facility's status at the time of the inspection.

The intent of the FOIR is to recognize the varying degrees of risk associated with violations of the applicable laws, codes and regulations. The report contains 108 areas for documenting violations and requirements. The FOIR is separated into six sections:

- Sections I – IV are used for recording violations
- Sections V and VI are used for data collection and documentation

The FOIR (see pages 10-13) is a two-page, front- and back-sided document. When completed, the FOIR provides the food service operator with important information regarding interventions in those areas within an operation that pose the greatest risk to the occurrence of foodborne illness.

THE FRONT OF PAGE 1 OF THE FOIR

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

This section of the heading also includes the location of the applicable Environmental Health office servicing that area, and the name and phone number of the EHS who conducted the inspection. The food service 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 food facility person who acknowledged receipt of the FOIR.

VERTICAL SIDE-HEADING

DBA / Name	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 or permit application that was completed at the initiation of the business.
Address	Street address, city, state and zip code of the actual business location
Permit Holder	Name shown on Public Health Permit / Owner / Operator
Business Telephone	Contact phone number for the establishment
Emergency Telephone	Phone number where the responsible party may be reached before or after normal business hours in the event of an emergency

Business E-Mail	An e-mail address where the operator may be contacted regarding news, changes, updates, etc.
Program Element	Code used by Environmental Health to indicate the type of facility (e.g., restaurant, food market retail, etc.)
Service	Code used by EHS to indicate type of service (purpose of visit) being provided (e.g., routine inspection, complaint investigation, etc.)
Public Health Permit #	Permit number indicated on the Public Health Permit Certificate
Name of Inspector	Name of EHS conducting the inspection process
Date	The date of the inspection including month, day, and year
Inspection Time In	The actual time the inspection begins
Inspection Time Out	The actual time the inspection ends
Compliance Date	The date by which all violations should be corrected

SECTIONS I AND II – MAJOR AND MINOR VIOLATIONS

For each inspection item in Sections I and II of the report, one or more of the following compliance status choices may be marked on the inspection form:

- **"OUT"** means that the item is "OUT" of compliance
- **"N/A"** indicates that the item is not applicable for the facility
- **"N/O"** indicates that the item was not observed during the inspection, however the EHS should determine through discussion with the food employee if there is adequate employee knowledge of a practice or procedure.

If N/A or N/O is not given as an option for a particular item, this means that this item should be observable during the inspection and a compliance status must be determined. If the item is marked "OUT" of compliance, points are to be deducted and documentation will be provided on the Continuation Form of the inspection report. Compliance status can be determined as a result of observations and questions that establish a pattern of compliance or non-compliance.

"Corrected On Site (COS)"

For items marked "OUT" of compliance, the inspector will further indicate the change in status of the violation by marking an "X" in the corresponding box "COS" if the violation is Corrected On-Site.

Marking COS indicates that all violations cited under that particular item number have been corrected and verified prior to the completion of the inspection. The actual corrective action taken for each violation shall be included in the written portion of the inspection report.
The violation shall be marked and points shall be deducted. A reinspection date may be scheduled to confirm continued compliance.

Example: Critical Sink / Fixture is marked OUT of compliance because the hand wash sink in the food preparation area is filled with dishes and a table has been placed in front of the sink making the sink inaccessible. If during the inspection, the problem is partially corrected by removing the dishes from the sink, but access is not provided to the sink by moving the table, COS is not marked because all violations under that item were not corrected.

Major violations require immediate corrective action or suitable alternatives determined by the EHS, until the violations are corrected. When a major violation cannot be immediately corrected, or a suitable alternative determined by EHS, the food facility may be subject to closure of the impacted areas until the violation is corrected. **Minor violations require corrective action by the stated compliance date on the inspection report.**

SECTION I

This section is used to record the "Major" violations that directly relate to the transmission of foodborne illnesses, (e.g., adulteration of food products, contamination of food-contact surfaces, disease transmission, sewage, etc.) The specific categories include: Food Temperatures, Employee Health, Sewage, Food, Vermin, and Water / Sanitizing, which contain subcategories #1 – 17.

Points are assigned to categories, not to the subcategories; six points deducted for each category where a subcategory is marked. The point value for the category remains constant regardless of the number of subcategories marked. For example, six points are deducted for the "Food Temperatures" category whether one subcategory is marked or all five.

SECTION II

This section is used to record violations that pose a lower risk to the public's health and safety. Categories include: Food Temperatures, Food Storage, Plumbing / Fixtures, Food, Operations, Consumer Protection, and Food Safety Certification which contain subcategories #18 – 35.

As in Section I, points are assigned to categories, not to subcategories. Four points are deducted for each category with a subcategory marked. The point value for the category remains constant regardless of the number of subcategories marked. For example, four points are deducted for the "Food Temperatures" category whether one subcategory is marked or all four.

SECTION III – GOOD RETAIL PRACTICES (GRPS)

Section III is used to identify those violations that are generally regarded as "Good Retail Practices" (GRPs), without having an immediate risk to the public health and safety. These categories include: Food / Methods; Operations; Utensils / Equipment / Shelving; Walls/ Ceilings / Floors; Vermin; Plumbing / Fixtures / Equipment; Ventilation / Lighting; Toilets / Dressing Rooms; and Refuse / Premises / Janitorial. The subcategories include numbers 36 – 71.

GRPs are preventive measures that include practices and procedures that effectively control the introduction of pathogens, chemicals, and physical objects into food. If GRPs are not controlled, they could be contributing factors to foodborne illness. However, the intention of the inspection form is to focus the inspectors attention on those factors that have been shown to be most often associated with the cause of foodborne illness. Since the major emphasis of an inspection should be on the risk factors that cause foodborne illness and the public health interventions that have the greatest impact on preventing foodborne illness, the GRPs have been given a lesser point value. Unlike Sections I and II, however, one point is assigned to each subcategory. For example, if 3 different violations are marked in a category with eight subcategories, all three points would be deducted.

Since the major emphasis of an inspection should be on the Risk Factors that cause foodborne illness and the public health interventions that have the greatest impact on preventing foodborne illness, the GRPs have been given less importance on the inspection form and a differentiation between OUT, N/A, and N/O is not made in this area. For this section of the report:

- An "X" is placed in the box to the left of the numbered item if a code provision under that item is **OUT** of compliance.
- Each violation of the code provision for the item number is documented on the Continuation Form of the inspection report.

THE BACK OF PAGE 1 OF THE FOIR

The back of page 1 of the FOIR 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 general requirements found in the California Retail Food Code. Additional sections of law may be cited.

THE FRONT OF PAGE 2 OF THE FOIR

The front of page 2 of the FOIR includes Section IV, Section V, Score / Grade and Section VI.

Section IV is used to identify administrative-type violations that do not have a direct impact on health risk. These categories include signage, permits, and other code requirements. The subcategory numbers include 72 – 86. There are no point values associated with these subcategories.

Section V identifies all Training Provided to the food facilities, Bulletins / Advisories Distributed to the Operators, Closure / Administrative Actions, Food Preparation Status, Hot Water Temperature, Sanitizer Type, Voluntary Disposal Chart, Score / Grade section and Statements from the Department acknowledged by the operator. This section is used for documentation and tracking purposes only. Once again, there are no point values associated with this section.

Section VI, Temperature Control Chart - Potentially Hazardous Foods (PHF). Temperatures "IN" compliance as well as "OUT" of compliance should be documented within the Temperature Control Chart. The common name of the food is recorded as well as the temperature, process / holding, location of the food at the time of monitoring, time / method, violation status, corrective action taken and pounds of food product discarded or quarantined when applicable. If there is insufficient space for the number of temperatures taken, additional temperatures can be recorded in the Temperature Control Chart section of the Continuation Form.
(*NOTE: Temperatures will be recorded directly from the inspector's thermometer. The measurement will be recorded in °F (degrees Fahrenheit)*

The statements from the Department are to be reviewed by the EHS with the food facility operator, after which the operator will be asked to initial in the boxes provided.

THE BACK OF PAGE 2 OF THE FOIR

There are two versions of the back of page 2 of the FOIR: one for the office and owner copies (Back A) and the other for the file / EHS copy (Back B). Back A, found on the back side of the office copy and the owner copy, contains the "Ban on the Use of Sulfites Warning", Plan Check requirement, and various diagrams intended to assist the operator in understanding specific requirements. Back B, found on the back side of the file / EHS copy only, is the Documentation Sheet.

The Documentation Sheet form is used by the EHS to document notes, any correspondence with the operator, and any further administrative or legal action.

Observations & Corrective Actions

All observations and corrective actions should be documented on the Continuation Form. Included in this section are the specific descriptions of violations observed and recorded on the inspection report check boxes.

The Retail Food Inspection Guide provides guidance for the EHS on corrective actions that can be taken when major (risk factor) violations are observed. Guidance is provided in these critical, or traditionally difficult to interpret areas in order to establish a more consistent, science-based enforcement and compliance system statewide.

It is important that food facilities should not be cited in more than one category when a single violation occurs, unless the violation results in another violation, such as rodent droppings contaminating food contact surfaces that require cleaning and sanitization.

RETAIL FOOD OFFICIAL INSPECTION REPORT

COUNTY OF LOS ANGELES ❖ DEPARTMENT OF PUBLIC HEALTH
ENVIRONMENTAL HEALTH

DATE VIOLATIONS CORRECTED: | EHS INITIALS: | OPERATOR INITIALS:

SCORE | GRADE

☐ No Violations Observed At Time Of Inspection ☐ Complaint Allegations Not Observed

OUT=Out of Compliance **N/A**=Not Applicable **N/O**=Not Observed **COS**=Corrected On Site

TIME OUT: | TIME IN: | INSPECTION DATE: | COMPLIANCE DATE(S): | EHS: (PRINT) | EHS: (SIGNATURE) | BUS. E-MAIL ADDRESS:

DBA / NAME: | ADDRESS: | CITY / STATE: | ZIP CODE: | PERMIT HOLDER: | RECEIVED BY: (PRINT) | POSITION: | (SIGNATURE) | EMERGENCY PHONE #: | BUSINESS PHONE #:

TOTAL PAGES: | 004 | 002 | 001 | OTHER: | SERVICE | PROGRAM ELEMENT: | SITE #: | EXPIRATION YEAR: | PERMIT #: | SUBDISTRICT: | DISTRICT:

SECTION I

(POINT VALUE – 6 POINTS FOR VIOLATIONS IN EACH CATEGORY IN SECTION 1 – MAXIMUM POINTS DEDUCTIBLE = 36)

POINTS

OUT	N/A	N/O	COS	FOOD TEMPERATURES	OUT	N/A	N/O	COS	FOOD
1	2	3	4	1. Holding of PHF - Multiple Servings (Major)	37			40	10. Adulterated Food (Major)
5	6	7	8	2. Holding of Pooled Unpasteurized Shelled Eggs	41	42		44	11. Highly Susceptible Populations
9	10	11	12	3. Cooking	45	46		48	12. Unapproved Source - PHF (Major)
13	14	15	16	4. Reheating	OUT	N/A	N/O	COS	VERMIN
17	18	19	20	5. Cooling (Major)	49				13. Rodents - Active Infestation (Major)
OUT	N/A	N/O	COS	EMPLOYEE HEALTH	53				14. Cockroaches - Active Infestation (Major)
21			24	6. Disease Transmission – Carrier / Wound (Major)	57				15. Flies – (Major)
25		27	28	7. Handwashing – Employee Did Not Wash Hands	OUT	N/A	N/O	COS	WATER / SANITIZATION
OUT	N/A	N/O	COS	SEWAGE	61	62	63	64	16. Clean / Sanitizing – Food Contact Surfaces (Major)
29				8. Sewage Disposal System (Major)	65			68	17. No Water / No Hot Water – Food Preparation Facility (Major)
33				9. Toilets – No Operable Toilets					

SECTION II

(POINT VALUE – 4 POINTS FOR VIOLATIONS IN EACH CATEGORY IN SECTION II – MAXIMUM POINTS DEDUCTIBLE = 28)

POINTS

OUT	N/A	N/O	COS	FOOD TEMPERATURES	OUT	N/A	N/O	COS	FOOD
69	70	71	72	18. Holding of PHF – Multiple Servings (Minor)	105			108	27. Risk For Contamination
73	74	75	76	19. Holding of PHF – Single Serving (Minor)	109			112	28. Unapproved Source – Non-PHF (Minor)
77	78	79	80	20. Holding of unpasteurized Raw Shell Eggs	113	114	115	116	29. Reused / Reserved
81	82	83	84	21. Cooling – Improper Method (Minor)	OUT	N/A	N/O	COS	OPERATIONS
OUT	N/A	N/O	COS	FOOD STORAGE	117			120	30. Hazardous Materials / Chemicals (Major)
85			88	22. Improperly Covered / Labeled / Elevated	121		123	124	31. Employee Practices (Minor)
89	90		92	23. Ready to Eat Food – Exposed to Possible Contamination	OUT	N/A	N/O	COS	CONSUMER PROTECTION
93			96	24. Food Not Protected From Consumer	125	126	127	128	32. Oyster Warning Signs
OUT	N/A	N/O	COS	PLUMBING / FIXTURES	129			132	33. Labels / Misrepresented – Consumer Foods
97			100	25. Backflow / Back Siphonage	133	134	135	136	34. Disclosure Notification
101			104	26. Critical Sink/Fixture (Handwashing / Mop Sink / Food Prep Sink)	OUT	N/A	N/O	COS	FOOD SAFETY CERTIFICATE
					137	138	139		35. Valid Food Safety Certification

SECTION III

(POINT VALUE – 1 POINT VIOLATION FOR EACH SUBCATEGORY IN SECTION III – MAXIMUM POINTS DEDUCTIBLE = 36)

POINTS

OUT	FOOD / METHODS	OUT	VERMIN
141	36. Thawing – Improper Method	161	56. Rodents – No Active Infestation (Minor)
142	37. Pure Food / Spoilage (Minor)	162	57. Cockroaches – No Active Infestation (Minor)
143	38. Improper Inspection at Delivery / Transportation	163	58. Other Insects (Minor)
OUT	OPERATIONS	164	59. Open Door / Air Curtain / Not Fully Enclosed
144	39. Customer Self-Service Utensils	OUT	PLUMBING / FIXTURES / EQUIPMENT
145	40. Dispenser – Disrepair / Unapproved / Supplies / Missing / Time	165	60. Sink and Fixtures / Supply Line – Leaking / Not Clean / Disrepair / Unapproved
146	41. Hair Restraints / Outer Garments / Nails / Ring(s)		
147	42. Shellfish Tags – Retained For 90 Days	166	61. Drain Line / Floor Sink / Drain-Unapproved Discharge / Installation / Materials / Leaking / Clogged / Not Clean
148	43. Hazardous Materials / Chemicals (Minor)		
149	44. Spoils Area	167	62. No Hot Water (Minor)
150	45. Interior Premises / Linens / Living – Sleeping Quarters	OUT	VENTILATION / LIGHTING
151	46. Animal / Bird / Fowl	168	63. Hood – Not Clean / Disrepair / Missing Filter(s)
OUT	UTENSILS / EQUIPMENT / SHELVING	169	64. Ventilation – Equipment Use
152	47. Disrepair	170	65. Ventilation – General
153	48. Non - Food Contact Surfaces – Not Clean (Minor)	171	66. Lighting / Light Shields
154	49. Storage	OUT	TOILETS / DRESSING ROOMS
155	50. Unapproved Type / Improper Use / Improper Installation	172	67. Toilets / Toilet Room - Disrepair / Inadequate # / Not Clean / Self Closing Device / Toilet Tissue
156	51. Wiping Cloths – Not Clean / Inadequate Sanitizer / Storage		
157	52. Improper Concentration / Temperature / Missing Supplies	173	68. Dressing Room / Personal Items
158	53. Thermometer – Refrigeration / Probe / Warewashing	OUT	REFUSE / PREMISES / JANITORIAL
OUT	WALLS / CEILING / FLOORS	174	69. Janitorial – Storage & Conditions
159	54. Deterioration / Unapproved Materials	175	70. Refuse / Containers
160	55. Not Clean	176	71. Exterior Premises

See Reverse Side For The General Requirements That Correspond To Each Violation Listed Above | **PAGE 1**

ENVIRONMENTAL HEALTH OFFICE

Sample

SUMMARY OF THE CORRESPONDING LAWS AND REGULATIONS FOR THE VIOLATIONS LISTED ON THE FRONT SIDE OF THIS FORM.
THIS SUMMARY PAGE LISTS THE GENERAL REQUIREMENTS FOR EACH ITEM. THE DEPARTMENT MAY CITE ADDITIONAL SECTIONS, AS NEEDED.

FOOD TEMPERATURE

1, 2, 18, 19. Potentially hazardous foods shall be held at or below 41/ 45°F or at or above 135°F. Potentially hazardous foods that have been removed from holding temperatures for preparation shall be returned to approved holding temperatures within 2 hours. **(113996, 113998, 114000)**

2. See Number **1**.

3. Comminuted meat, raw eggs, or any food containing comminuted meat or raw eggs, shall be heated to 155°F for 15 sec. Fish, single pieces of meat, and eggs for immediate service, shall be heated to 145°F for 15 sec. Poultry, fish, comminuted poultry, stuffed fish / meat / poultry shall be heated to 165°F for 15 sec. Other temperature requirements may apply. **(114004, 114008, 114010, 114093)**

4. Any potentially hazardous foods cooked, cooled and subsequently reheated for hot holding or serving shall be heated within 2 hours to a minimum temperature of 165°F for 15 sec. **(114016)**

5, 21. All potentially hazardous food shall be RAPIDLY cooled from 135°F to 70°F, within 2 hours, and then from 70°F to 41 °F, within 4 hours. Cooling shall be by one or more of the following methods: in shallow pans; separating food into smaller portions; adding ice as an ingredient; using an ice bath, stirring frequently; using rapid cooling equipment; or, using containers that facilitate heat transfer. **(114002)**

EMPLOYEE HEALTH AND HYGIENIC PRACTICES

6. Employees with a communicable disease shall be excluded from the food facility / preparation of food. Gloves shall be worn if an employee has cuts, wounds, and rashes. **(113949, 113950)**

7. Employees are required to wash their hands: before engaging in food preparation; as often as necessary, during food preparation, to remove soil and contamination; when switching from working with raw to ready to eat foods; after touching body parts; after using toilet room; before donning gloves; or any time when contamination may occur. **(113952, 113953)**

SEWAGE

8. All liquid waste shall drain to an approved fully functioning sewage disposal system. **(114197)**

9. Toilet facilities shall be provided and maintained in good repair. **(114250, 114276)**

FOOD

10. All food shall be pure and free from adulteration. Sale of untreated Gulf oysters is prohibited between the months of April and October. **(113980, 113988, 114039, 114254, Title 17-CCR)**

11. Public and private schools and licensed health care facilities shall not serve unpasteurized juice, dairy and egg products, raw foods of animal origin or raw seed sprouts. **(114091)**

12, 28. All food shall be obtained from an approved source. Liquid, frozen, and dry eggs and egg products, and frozen milk and ice cream must be received pasteurized **(114021, 114024, 114029, 114039)**

VERMIN

13, 14, 15. Each food facility shall be kept free of vermin: rodents (rats, mice), cockroaches, flies. **(113939, 114259)**

WATER / SANITIZING

16. Equipment food-contact surfaces, utensils and multiservice utensils shall be cleaned by one of the following means: 1) handwash using a three-compartment sink: wash in hot water with cleanser; rinse in clean hot water; rinse in final sanitizing solution or 2) machine wash, followed by a hot water or chemical sanitizing rinse. All utensils and equipment shall be clean. Food-contact surfaces / utensils shall be cleaned and sanitized each time there is a change in process between different raw animal products, produce and ready-to eat foods, and at least every 4 hours based on the temperature of the room. **(114097, 114099, 114115, 114117)**

17, 62. An adequate, protected, pressurized, potable supply of hot water (120°F) and cold water shall be provided at all times. **(114192, 114195)**

FOOD TEMPERATURES / METHODS

18, 19. See Number **1**.

20. Maintain raw shell eggs at ambient temperature of 45°F or less. **(113996, 113998, 114000)**

21. See Number **5**.

FOOD STORAGE

22. All food must be stored in an approved facility. Food shall be covered and stored as to be protected and kept free from contamination. Food shall be stored in approved containers and labeled as to contents. Food shall be stored at least 6" above the floor on approved shelving. **(114047, 114049, 114051-55, 114185)**

23. Food shall be protected from cross-contamination. **(113986)**

24. Unpackaged food shall be displayed, shielded and dispensed in a manner that protects the food from contamination. **(113984, 114060)**

PLUMBING / FIXTURES

25. The potable water supply shall be protected with backflow or back siphonage protection devices, as required by applicable plumbing codes. **(114192, 114193)**

26. Adequate facilities shall be provided for handwashing, food preparation and janitorial / maintenance purposes. **(113953, 114163, 114190, 114279)**

FOOD

27, 37. All food shall be manufactured, produced, prepared, packed, stored, transported, kept for sale, and served so as to be pure, free from contamination, adulteration, and spoilage. Linen may be used to line a container for service of food if replaced each time container is refilled. **(113980, 114185)**

28. See Number **12.**

29. Food that is unused or returned by the consumer shall not be offered as food for human consumption. **(114079)**

OPERATIONS

30, 43. All poisonous substances, detergents, bleaches, and cleaning compounds shall be stored separate from food, utensils, packing material and food-contact surfaces. **(114254)**

31. No employees shall eat, drink, or smoke in any work area or commit any act that contaminates food or food-contact surfaces. **(113975, 113977)**

CONSUMER PROTECTION

32. All retail food facilities which offer raw, untreated oysters harvested from the states of Alabama, Florida, Louisiana, Mississippi, and Texas shall provide a written warning to any person who orders such product. **(114090, Title 17-CCR)**

33. Packaged food and self-service bulk food must be properly labeled. Any food is misbranded if its labeling is false or misleading. Menus and advertising must accurately represent the food offered for sale. **(114057, 114087, 114089, 114093)**

34. Ready-to-Eat food containing raw eggs, undercooked meat / seafood and unpackaged confectionery food containing more than ½% alcohol may be served if the facility notifies the consumer. **(114090, 114093**

FOOD SAFETY CERTIFICATION

35. There shall be at least one food safety certified owner or employee at each food facility. **(113947)**

FOOD / METHODS

36. Food shall be thawed under refrigeration; completely submerged under cold running water of sufficient velocity to flush loose particles; in microwave oven; during the cooking process. **(114020)**

37. See Number **27.**

38. Food shall be inspected upon receipt and prior to use. Food shall be transported (less than 30 minutes) so as to be pure, free from contamination, adulteration and spoilage. **(113980,113982, 114035)**

OPERATIONS

39. Utensils or other approved devices or mechanisms shall be provided for customer self-service of unpackaged food; clean tableware must be used for each visit to self-service areas. **(114063, 114065, 114075)**

40. Handwashing soap and single-use towels or drying device shall be provided in dispensers; dispensers shall be maintained in good repair. **(113953)**

41. 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 if an employee has artificial nails, nail polish, or fingernails that are not clean and neatly trimmed. **(113969, 113971, 113973)**

42. Facility shall maintain tags / records from shellfish for at least 90 calendar days. **(114039)**

43. See Number **30**.

44. All returned or damaged food products and food products without labels shall be stored in a designated area, separate from food. **(114055)**

45. 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. No sleeping accommodations shall be in any room where food is prepared, stored or sold. **(114185,114257, 114285,114286)**

46. No live animal, bird or fowl shall be kept or allowed in a food facility (exception: guide dog, signal dog, or service animals). **(114259)**

UTENSILS / EQUIPMENT / SHELVING / CABINETS

47. All utensils and equipment shall be fully operative and in good repair. **(114175, 114177)**

48. Non-food contact surfaces shall be kept clean. **(1141115, 114175)**

49. Utensils and equipment shall be handled and stored so as to be protected from contamination. **(114074, 114178, 114179)**

50. All utensils and equipment shall be approved, installed properly, and meet applicable standards. **(114130 – 114133)**

51. Wiping cloths 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 adequate sanitizer. **(114185)**

52. Testing equipment and materials shall be provided to measure the applicable sanitization method. **(114099, 114107)**

53. An accurate easily readable metal probe thermometer suitable for measuring temperature of food shall be available to the food handler. A thermometer +/- 2 °F shall be provided for each hot and cold holding unit of potentially hazardous foods and high temperature warewashing machines. **(114099, 114101,114157, 114159)**

WALLS / CEILINGS / FLOORS

54, 55. Walls / ceilings shall have durable, smooth, nonabsorbent, light-colored, and washable surfaces. All floor surfaces, other than the customer service areas, shall be approved, smooth, durable and made of nonabsorbent material that is easily cleanable. Approved base coving shall be provided in all areas, except customer service areas and where food is stored in original unopened containers. All food facilities shall be kept clean and in good repair. **(114257, 114268, 114271)**

VERMIN

56, 57, 58, 59. A food facility shall at all times be constructed and maintained so as to prevent the entrance and harborage of vermin. **(114259, 114266)**

PLUMBING / FIXTURES / EQUIPMENT DRAINAGE

60, 61. All plumbing and plumbing fixtures shall be installed in compliance with local plumbing ordinances, shall be maintained so as to prevent any contamination, and shall be kept clean, fully operative, and in good repair. Any hose used for conveying potable water shall be of approved materials, labeled, properly stored, and used for no other purpose. **(113953, 114190–93)**

62. See Number **17.**

VENTILATION / LIGHTING

63, 64, 65. Exhaust hoods shall be provided to remove toxic gases, heat. grease, vapors and smoke and be approved by the local building department. Exhaust hoods and filters shall be properly installed, maintained clean, and in good repair. Canopy-type hoods shall extend 6" beyond all cooking equipment. All areas shall have sufficient ventilation to facilitate proper food storage. Toilet rooms shall be vented to the outside air by a screened openable window, an air shaft, or a light-switch activated exhaust fan, consistent with local building codes. **(114149)**

66. Adequate lighting shall be provided in all areas to facilitate cleaning and inspection. Light fixtures in areas where open food is stored, served, prepared, and where utensils are washed shall be of shatterproof construction or protected with light shields. **(114252)**

TOILETS / TOILET ROOMS / DRESSING ROOMS

67. Toilet facilities shall be maintained clean, sanitary and in good repair. Toilet rooms shall be separated by a well-fitting self-closing door. Toilet tissue shall be provided in a permanently installed dispenser at each toilet. The number of toilet facilities shall be in accordance with local building and plumbing ordinances. Toilet facilities shall be provided for patrons: in facilities with more than 20,000 sq ft.; facilities offering on-site liquor consumption; and facilities, built after January 1, 2004, that provide space for the consumption of food on the premises. **(114250, 114276, LA County Code)**

68. 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. **(114256)**

REFUSE / PREMISES / JANITORIAL

69. A separate area away from food shall be provided for the storage of cleaning equipment and supplies. A janitorial sink or mop basin shall be provided for general cleaning purposes and for the disposal of mop bucket wastes and other liquid wastes. **(114279 – 114282)**

70, 71. All food waste and rubbish shall be kept in leak proof and rodent proof containers. Containers shall be covered as required. All waste must be removed and disposed of as frequently as necessary to prevent a nuisance. The exterior premises of each food facility shall be kept clean and free of litter and rubbish. **(114244 – 114245, 114257)**

RETAIL FOOD OFFICIAL INSPECTION REPORT

COUNTY OF LOS ANGELES ❖ DEPARTMENT OF PUBLIC HEALTH
ENVIRONMENTAL HEALTH

DBA / NAME:	SITE #:	DATE:	EHS INITIALS:

OUT	SECTION IV: SIGNS / PERMITS / REQUIREMENTS (POINT VALUE – VIOLATIONS MARKED ARE NOT INCLUDED IN THE CALCULATION OF THE FINAL SCORE AND DO NOT AFFECT OVERALL GRADE)		OUT	N/A	N/O	COS
177	**72.** Public Health Permit	**82.** Specialized Process	187	188		190
178	**73.** Inspection Report					
179	**74.** Grade / Score	**83.** Person In Charge:	191			
180	**75.** Public Notice					
181	**76.** Missing Invoice Copies	**84.** Demonstration of Knowledge	195	196	197	
182	**77.** County Business License (Unincorporated Areas)					
183	**78.** Signs – Handwashing / Smoking / Restroom	**85.** Hazard Analysis Critical Control Point (HACCP) Plan	199	200		202
184	**79.** Vending Machine – Name / Address / Phone Number					
185	**80.** Vending Machine – Record of Cleaning	**86.** Variance Documentation	203	204		206
186	**81.** No Construction Plans Submitted					

SECTION V
(POINT VALUE – SUBCATEGORIES ARE NOT INCLUDED IN THE CALCULATION OF THE FINAL SCORE AND DO NOT AFFECT THE OVERALL GRADE)

	TRAINING PROVIDED		CLOSURE / ADMINISTRATIVE ACTION	
207	**87.** Sanitization – Food Contact Surfaces		**98.** Suspension of Public Health Permit	218
208	**88.** Handwashing – Employee		**99.** Administrative Review / Office Hearing	219
209	**89.** Delivery – Proper Inspection of Food		**100.** Referral – Plan Check	220
210	**90.** Cooking Temperatures		**101.** Referral – Other Agency or Department	221
211	**91.** Cooling Methods		**FOOD PREPARATION – STATUS**	
212	**92.** Holding Temperatures		**102.** No Food Preparation Observed at Time of Inspection	222
213	**93.** Thawing / Thawing Methods		**103.** No Potentially Hazardous Foods	223
214	**94.** Reheating		**MISCELLANEOUS**	
215	**95.** Other (Specify):		**104.** Letter Grade / Score Card – Replacement	224
	BULLETINS / ADVISORIES DISTRIBUTED TO OPERATOR		**105.** Public Notice - Replacement	225
216	**96.** Food Facility Information Packet (Packet Date):		**106.** Other:	226
217	**97.** Summary of Advisory Bulletins		**107.** Other:	227
	WATER TEMPERATURE AT (SINK / LOCATION): _____ °F		**108. VOLUNTARY FOOD DISPOSAL: TOTAL _____LBS.**	228

SANITIZER TYPE				Meat lbs	Dairy lbs	Canned Goods lbs
	Chlorine		Quaternary Ammonia	Seafood / Fish lbs	Produce lbs	Eggs lbs
	Iodine		Other:	Poultry lbs	Nuts / Grains lbs	Misc. lbs

POINT DEDUCTIONS PER SECTION				FINAL SCORE:
SECTION I	SECTION II	SECTION III	TOTAL	_____ (100 – Total Deductions)

SCORE / GRADE

	A		B		C		SCORE
	90 - 100		80 - 89		70 - 79		< 70

POSTING OF THE FINAL SCORE / GRADE IS REQUIRED IN THOSE CITIES THAT HAVE ADOPTED COUNTY ORDINANCE 97-0071

1. Failure to correct the violations by the compliance date may result in additional fees of $_____ for each additional re-inspection. — 1. INITIALS:
2. Your signature on this form does not constitute agreement with its contents. You may discuss the contents of this report or your grade with the department by contacting the supervisor at the Environmental Health Office indicated on page one of this report. Until such time as a decision is rendered by this department, the contents of this report and the grade shall remain in effect. — 2. INITIALS:
3. If you are not satisfied with your score or grade on this report, you may be eligible for an Owner Initiated Inspection which may result in a change in your grade. Contact your Environmental Health office indicated on page one of this report within 3 business days for eligibility determination. The current fee for this inspection is $ _____ and the REQUEST MUST BE MADE NO LATER THAN _____ / _____ / _____. — 3. INITIALS:

EHS THERMOMETER #

SECTION VI: TEMPERATURE CONTROL CHART – POTENTIALLY HAZARDOUS FOODS

	TYPE OF FOOD	°F	PROCESS / HOLDING	LOCATION	TIME / METHOD	VIOL.	ACTION TAKEN	LBS.
A								
B								
C								
D								
E								

See Reverse Side For The General Requirements That Correspond To Each Violation Listed Above

It is improper and illegal for any County officer, employee or inspector to solicit bribes, gifts or gratuities in connection with performing their official duties. Improper solicitations include requests for anything of value such as cash, discounts, free services, paid travel or entertainment, or tangible items such as food or beverages. Any attempt by a County employee to solicit bribes, gifts or gratuities for any reason should be reported immediately to either the County manager responsible for supervising the employee or the Fraud Hotline at (800) 544 – 6861 or www.lacountyfraud.org. **YOU MAY REMAIN ANONYMOUS**

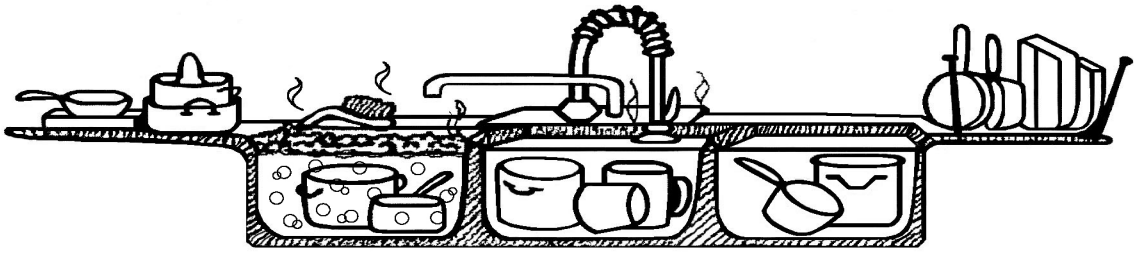
OPERATOR SIGNATURE

Sample

URGENT - OFFICIAL HEALTH NOTICE BAN ON USE OF SULFITES

THE CALIFORNIA HEALTH AND SAFETY CODE, SECTION 113988, PROHIBITS THE ADDITION OF SULFITES TO POTENTIALLY HAZARDOUS FOODS AND FRESH FRUITS AND VEGETABLES. SOME PEOPLE ARE SEVERELY ALLERGIC TO SULFITES. DEATHS HAVE OCCURRED FROM FRESHENERS CONSISTING OF SODIUM OR POTASSIUM SULFITE, BISULFITE OR METASULFITE AND SULFUR DIOXIDE. FAILURE TO COMPLY WITH THIS LAW COULD RESULT IN A FINE OF $1,000 AND/OR IMPRISONMENT IN THE COUNTY JAIL FOR A PERIOD OF SIX MONTHS.

MANUAL WAREWASHING AND SANITIZING



1 SCRAPE
Scrape food and debris from utensils.

2 WASH
Wash with soap and water (110°F). Change water frequently to keep it clean.

3 RINSE
Rinse in clear hot water to remove detergent.

4 SANITIZE
Use an approved sanitizer. Allow utensil adequate contact time. Test the concentration often.

5 AIR DRY
Allow dishes to air dry.

REQUIREMENTS

HANDWASHING

Wash your hands often as necessary during food preparation to remove soil and contamination. Wash hands to prevent cross-contamination when changing tasks.

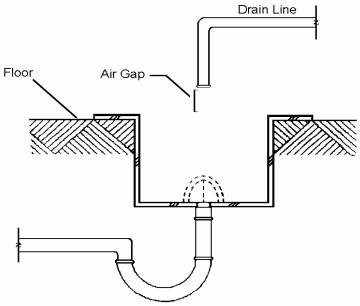
Employees shall wash their hands and arms thoroughly by vigorously rubbing them with soap and warm water for at least 10-15 seconds, paying particular attention to the areas between fingers and under the nails prior to engaging in any food preparation activity.

PLAN CHECK

New construction, remodeling, changes in equipment or materials used in your food facility could require the submission of plans to our plan check section for review and approval.

Structural Information

FLOOR SINK
AIR GAP



72. Any person conducting business as a food facility within Los Angeles County shall procure a public health permit from the county treasurer-tax collector. (LA County Code – Title 8, 8.04.560)

73. A copy of the most recent health inspection report shall be maintained at the facility and made available upon request. (113725)

74. The health officer shall post at every food facility (in those cities that have adopted County Ordinance 97-0071) the letter grade card clearly visible to the general public. It shall remain valid until the county health officer completes the next routine inspection. (LA County Code – Title 8, 8.04.752, 8.04.755)

75. The food facility shall post a notice advising patrons that a copy of the most recent routine inspection report is available for review. (113725)

76. Copies of invoices verifying approved source of food products will be made available to the Health Officer upon request. (Title 17- CCR, 114021, 114029)

77. A County Business License shall be posted in the unincorporated areas of the County. (LA County Code)

78. (a) Handwashing signs shall be posted in each toilet room, directing attention to the need to thoroughly wash hands after using the restroom (113953). (b) No smoking signs shall be posted in food preparation, storage, and warewashing areas (113978). (c) Consumers shall be notified that clean tableware is required at all salad bars and buffets (114075). (d) Any food facility constructed before 01/01/04, without toilet facilities, shall post a sign that toilet facilities are not provided. (114276)

79, 80. Each vending machine shall have posted in a prominent place, a sign indicating the owner's name, address, and telephone number. A record of cleaning and sanitizing shall be maintained by the operator in each machine and shall be current for at least 30 days. (114145)

81. A person proposing to build or remodel a food facility shall submit plans for approval before starting any new construction or remodeling of any facility for use as a retail food facility. (114380)

82. Food facilities that pack potentially hazardous food in reduced-oxygen packaging, or partially cook and seal potentially hazardous food in any container or configuration that creates anaerobic conditions must meet the defined criteria for this specialized process. (114057)

83. A person in charge shall be present at the food facility during all hours of operation. (113945)

84. All food employees shall have adequate knowledge of and be trained in food safety as it relates to their assigned duties. (113947)

85. Food facilities may engage in the following activities only pursuant to an approved HACCP plan: acidification, ROP, preserving by smoking, curing, brewing alcoholic beverages, custom processing animals for personal use, and other activities approved by the Department. (114419)

86. A written document, signed by the Department, approving a deviation from standard health code requirements shall be maintained at the food facility. (114417)

UNDERSTANDING YOUR GRADE

The goal of food inspections is to reduce those risk factors which contribute to foodborne illness. Environmental Health is required to use a grading system to indicate how well food service operators are fulfilling their responsibility in the prevention of foodborne illnesses. All facilities receive grades which are posted on the website. However, only those facilities located in cities that have adopted Ordinance #97-0071 or located within the unincorporated areas of Los Angeles County are required to post the Grade / Score Card at the facility. The grade or score that a food facility receives reflects the conditions observed at the time of the inspection.

Each food facility inspection begins with 100 points. As the EHS conducts an inspection, the appropriate categories in Section I - VI on the FOIR will be marked. The categories in Sections I and II and the subcategories in Section III have been assigned a specific point value based on the associated public health risk of the violation. This point value is deducted from the 100 points. To determine a facility's grade; the EHS must first add all of the point deductions from the marked violation categories in Section I – II and subcategories in Section III. That total is then subtracted from the 100 points.

A grade card (A, B, and C) or a score card will be issued at the end of the inspection based on the remaining points:

90 to 100 points	A	Generally superior in food handling practices and overall food facility maintenance.
80 to 89 points	B	Generally good in food handling practices and overall food facility maintenance.
70 to 79 points	C	Generally acceptable in food handling practices and overall general food facility maintenance.
0 to 69 points	Score Card	Poor food handling practices and overall general food facility maintenance.

There are situations as determined by the EHS, where violations pose imminent health hazards that warrant immediate closure of the food facility, (e.g., sewage, no hot water, vermin, etc.). In those situations, the Public Health Permit will be suspended and a Notice of Closure * will be posted. This closure sign must remain posted until the facility permit is reinstated. This action does not affect the grade or score of the facility but is related to the conditions that warranted the closure.

***** *If a city has not adopted Ordinance #97-0071, grade / score cards will not be issued and a Notice of Closure will not be posted.*

UTILIZING THE MARKING GUIDE

The following Marking Guide should be used in conjunction with the Food Official Inspection Report. It will provide a foundation for understanding the methodology used for marking violations on the FOIR by the EHS. The format follows:

A. The marking instructions are provided, utilizing the term "OUT" (out of compliance) to indicate a violation along with a brief description of the subcategory.

B. Specific examples of each violation are provided.
(Please note: These examples are not all-inclusive of every possible violation that may apply within the designated subcategory)

C. Marking information is provided to indicate when "N/A" or "N/O" are applicable for a given subcategory.

D. "Additional Violations" to indicate the specific violations that shall require ("cause and effect") the marking of additional subcategories, as specified.

E. "Exceptions" are used to clarify when a specific violation should not be marked in the current subcategory, but in another subcategory as indicated.

F. "Training Provided" indicates that the EHS is required to provide training, under the following circumstances:

- When a violation is observed in any of the applicable subcategories, and as a result, training is provided
- Investigating a complaint that alleges a violation of any of the specified subcategories
- An employee shows a lack of understanding related to a proper procedure for the task(s) being performed
- The EHS asks the employee to demonstrate a procedure required by law and the procedure is incorrectly demonstrated
- The EHS asks the Person-in-Charge to explain a food safety procedure and the procedure is incorrectly explained

The Marking Guide has been organized to follow the format of the FOIR. The category is shown in blue. The subcategory number and name are indicated in red. The area below the dotted line, shown in green, provides the specific section(s) of the California Health and Safety Code or other applicable code specific to each sub-category.

MARKING GUIDE

‘

SECTION I

FOOD TEMPERATURES **(6 point deduction)**

TEMPERATURE DANGER ZONE BETWEEN 41°F / 45°F - 135°F

1. HOLDING OF PHF – MULTIPLE ITEMS OR SERVINGS (MAJOR)

This subcategory shall be marked **OUT** of compliance for improper holding when food is found within the specified temperature range of 50°F - 130°F.

Examples:

- Multiple servings of PHF in hot-holding units held in the range of 50°F - 130°F
- Liquid pasteurized eggs on cook's line held in the range of 50°F - 130°F exceeding 2 hour preparation time
- PHF found in the range of 50°F - 130°F exceeding 2 hour preparation time
- PHF found in the range of 50°F - 130°F exceeding 30 minute transport to the facility
- PHF found in the range of 50°F - 130°F exceeding 2 hour thaw time
- PHF found in the range of 50°F - 130°F with improper utilization of Time as a Public Health Control (TPHC), for examples:
  - Lacking time marking
  - Exceeding the four hour time marking
  - Missing written procedures on previously cooled foods

N/A This subcategory shall be marked N/A when the food facility **does not** hold hot or cold food.

N/O This subcategory shall be marked N/O when the food facility **does** hot hold or cold hold foods, but no foods are being held hot or cold during the time of inspection.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

CORRECTIVE ACTION:

If a violation is found as a result of improper holding, the following Food Temperature Holding Chart will be utilized to determine the corrective action.

Time in Temp. Danger Zone **(TDZ)**	**FOOD TEMPERATURE HOLDING CHART**			
	45°F or below	46°F to 49°F	50°F to 130°F	131°F to 134°F
0-2 hrs.	Cool to 41°F	Immediately cool PHF to 41°F or below within 2 hours	PHF must be disposed	Reheat to 165°F within 2 hours or cool to 41°F in 2 hours
2-3 hrs.	Cool to 41°F or below within 2 hours	Immediately cool PHF to 41°F or below within 1 hour		PHF must be disposed
3+ hrs.	Cool to 41°F or below within 1 hour	PHF must be disposed		

Additional Violations:

- When faulty equipment causes PHF to be in the Temperature Danger Zone (TDZ), subcategory #47 shall also be marked
- When improper thawing method causes PHF to be in the TDZ, subcategory #36 shall also be marked

Exceptions:

- Improper holding of unpasteurized pooled shelled eggs shall be marked **ONLY** in subcategory #2
- Improper holding of unpasteurized shell eggs shall be marked **ONLY** in subcategory #20
- When time / temperature parameters for cooling have been exceeded, the violation shall be marked **ONLY** in subcategory #5
- Subcategory #18,19, 20, or 21 shall **NOT** be marked when subcategory #1 is marked

Training Provided:

- Training shall be provided as required and subcategory #92 shall be marked

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Sections 113996, 113998, 114000

Potentially hazardous foods shall be held at or below 41°F / 45°F, or at or above 135°F. If it is necessary to remove potentially hazardous food from the specified holding temperatures to facilitate preparation, this preparation shall in no case exceed two cumulative hours without a return to the specified holding temperatures. The following foods can be held between 41°F and 45°F: raw shell eggs; unshucked live molluscan shellfish; food held in serving lines and salad bars during periods not to exceed 12 hours in any 24-hour period; pasteurized milk and pasteurized milk products in sealed original containers; and PHF held during transportation not exceeding 30 minutes.

TEMPERATURE DANGER ZONE BETWEEN 41°F - 135°F

2. HOLDING OF UNPASTEURIZED POOLED SHELLED EGGS

This subcategory shall be marked **OUT** of compliance if pooled shelled eggs are found in the Temperature Danger Zone and are not being used within the 2 hour limit for food preparation.

Example:

- Pooled unpasteurized shelled eggs being held in the range of 42°F – 134°F

N/A This subcategory shall be marked N/A when the food facility **does not** hold pooled shelled eggs.

N/O This subcategory shall be marked N/O when no pooled shelled eggs are observed during the time of inspection.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted**. A reinspection date may be scheduled to confirm continued compliance.

CORRECTIVE ACTION: See subcategory #1

Additional violation:

- When faulty equipment causes pooled, unpasteurized shelled eggs to be in the temperature danger zone, subcategory #47 shall also be marked

Exceptions:

- Violations involving pasteurized liquid eggs shall be marked **ONLY** in subcategory #1, #18, or #19
- Subcategory #18, 19, 20, or 21 shall **NOT** be marked when subcategory #2 is marked

Training provided:

- Training shall be provided as required and subcategory #92 shall be marked

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Sections 113996, 113998, 114000

Potentially hazardous foods shall be held at or below 41°F or at or above 135°F. If it is necessary to remove potentially hazardous food from the specified holding temperatures to facilitate preparation, this preparation shall in no case exceed two cumulative hours without a return to the specified holding temperatures.

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3. COOKING

This subcategory shall be marked **OUT** of compliance if the food temperatures verified do not meet the temperature requirements for cooking prior to serving.

Example:

- Cooking process did not meet required cooking temperatures (e.g., stuffed turkey, meatloaf)

N/A This subcategory shall be marked N/A when no raw animal foods are cooked in the food facility.

N/O This subcategory shall be marked N/O when no raw animal foods are in the cooking process during the time of inspection.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

CORRECTIVE ACTION:

If required cooking temperatures are not met, EHS should have the operator continue cooking the food until the proper temperature is reached. Additionally, the EHS should explain the public health significance of inadequate cooking to management and food employees.

Additional Violation:

- When a food facility **intentionally** undercooks meat or eggs, and fails to disclose that fact, subcategory #34 shall also be marked

Training Provided:

- Training shall be provided as required and subcategory #90 shall be marked

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Sections 114004, 114008, 114010, 114093

All ready-to-eat foods prepared at a food facility from raw or incompletely cooked food of animal origin shall be cooked to heat all parts of the food to a temperature and for a time that complies with the following methods based on the food that is cooked:

Heated to a minimum internal temperature of 135°F or above for 15 seconds:

- Fruits and vegetables that are cooked for hot holding

Heated to a minimum internal temperature of 145°F or above for 15 seconds:

- Raw shell eggs that are broken and prepared in response to a consumers' order and for immediate service
- Fish, single pieces of meat, including beef, veal, lamb, pork, and game animals from approved sources

Heated to a minimum internal temperature of 155°F for 15 seconds or the temperature specified in the chart as indicated in Section 114004a:

- Ratites (ostrich, emu, rhea) and injected meats
- Comminuted meat or any food containing comminuted meat
- Raw eggs and foods containing raw eggs that are not prepared in response to consumers' request for immediate service

Heated to a minimum internal temperature of 165°F for 15 seconds:

- Poultry, comminuted poultry
- Stuffed fish, stuffed meat, stuffed poultry, stuffed ratites, stuffed pasta
- Stuffing containing fish, meat, poultry, or ratites

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4. REHEATING

This subcategory shall be marked **OUT** of compliance if the food products tested have not been reheated to the required temperatures.

Examples:

- Previously cooked and cooled stew being reheated for hot holding did not reach minimum internal temperature of 165°F for 15 seconds within 2 hours

- Commercially processed ready-to-eat foods being reheated for hot holding did not reach a minimum internal temperature of 135°F

N/A This subcategory shall be marked N/A when foods are not reheated for hot holding in the food facility.

N/O This subcategory shall be marked N/O when foods are normally reheated but are not being reheated during the time of inspection.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

CORRECTIVE ACTION:
If a violation is found, the foods may be voluntarily discarded, impounded, or heated to the proper temperature as determined by the EHS.

Additional Violation:
- If a reheating violation occurs as a result of improper use of equipment, subcategory #50 shall also be marked.

Exceptions:
- Subcategory #18, 19, 20, or 21 shall **NOT** be marked when subcategory #4 is marked
- If improper equipment has been used for reheating but has not resulted in a temperature violation, **ONLY** subcategory #50 shall be marked and training provided

Training Provided:
- Training shall be provided as required and subcategory #94 shall be marked

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Section 114016
Any PHF cooked, cooled and reheated for hot holding shall be heated to a minimum of 165°F for at least 15 seconds.
- Ready-to-eat food taken from a commercially processed, from an intact package, from a food processing plant shall be heated to a temperature of at least 135°F for hot holding
- Reheating for hot holding shall be done rapidly, and the time the food is between 41°F and 165°F shall not exceed two hours

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TEMPERATURE DANGER ZONE BETWEEN 41°F - 135°F

5. COOLING (MAJOR)
This subcategory shall be marked **OUT** of compliance if food products are not being cooled according to time temperature requirements. Discussions with the person in charge along with observations should be used to determine compliance.

Examples:
- Pot of beans found at 90°F cooling for greater than 2 hours using approved or unapproved method
- Pot roast found at 60°F cooling for greater than 6 hours using approved or unapproved method

N/A This subcategory shall be marked N/A when the food facility does not receive raw eggs, shellstock, or milk, and does not prepare PHF from ambient temperature ingredients that require subsequent cooling.

N/O This subcategory shall be marked N/O when the food facility does cool PHF, but proper cooling per the prescribed temperature and time parameters cannot be determined during the inspection. In this case, the EHS should inquire about the cooling methods used by the food facility to ensure proper procedures are used.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

CORRECTIVE ACTION:
The corrective actions shall depend on the time / temperature parameters while food is in the cooling process:

- If the method of cooling is unapproved and the temperature of the potentially hazardous food does not fall within the time / temperature parameters, subcategory #5 shall be marked and the food shall be disposed
- If the method of cooling is approved, yet the temperature of the potentially hazardous food does not fall within the time / temperature parameters, subcategory #5 shall be marked and the food shall be disposed

Additional Violation:

- When faulty equipment results in a cooling violation, subcategory #47 shall also be marked

Exceptions:

- If the method of cooling is unapproved yet the temperature of the potentially hazardous food falls within the time / temperature parameters, subcategory #21 shall be marked, but the food shall not be disposed. The operator shall be given the opportunity to apply the proper cooling method. If the food cannot be properly cooled within the specified time frame, disposal shall be required.
- Subcategory #18,19, 20 or 21 shall **NOT** be marked when subcategory #5 is marked

Training Provided:

- Training shall be provided as required and subcategory #91 shall be marked

Section 114002
All potentially hazardous foods shall be rapidly cooled in accordance with the required time and temperature criteria method, 135°F - 70°F, within 2 hours and then 70°F - 41°F within 4 hours by using one or more of the following methods based on the type of food being cooled: placing the food in shallow pans, using rapid cooling equipment; using containers that facilitate heat transfer; adding ice as an ingredient and / or using ice paddles; inserting appropriately designed containers in an ice bath and stirring frequently and in accordance with an HACCP plan adopted pursuant to this part.

EMPLOYEE HEALTH AND HYGIENIC PRACTICES (6 point deduction)

6. DISEASE TRANSMISSION – CARRIER / WOUND / RASH (MAJOR)

This subcategory shall be marked **OUT** of compliance for any of the following:
Examples:

- Lesion / open wound on hand of food employee
- Food employee with an open sore on hand with only a bandage covering wound

REPORTING

- When the Person In Charge (PIC) is aware of a food employee who has been diagnosed with an "illness" as listed in Section 113949 and has not notified the enforcement agency
- When the PIC is aware of a reportable illness or aware that two or more food employees are concurrently experiencing symptoms associated with an acute gastrointestinal illness and has not reported this illness to the local enforcement agency

RESTRICTIONS & EXCLUSIONS

- When the PIC has not excluded a food employee as required
- When the PIC has been made aware of a food employee who is suffering from an acute gastrointestinal illness and has not restricted the food employee

REMOVAL OF RESTRICTIONS & EXCLUSIONS

- When the PIC removes a restriction of a food employee before resolution of symptoms of acute gastrointestinal illness
- When the PIC removes exclusion of food employee prior to receiving clearance

POTENTIAL DISEASE TRANSMISSION

- Food employee is experiencing persistent sneezing, coughing or runny nose that is associated with discharges from the eyes, nose or mouth that cannot be controlled by medication and the employee is working with exposed food, clean equipment, clean utensils or clean linen
- A food employee with a persistent runny nose requiring frequent wiping

Do Not Mark this subcategory N/A or N/O.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

CORRECTIVE ACTION:

If a food employee is found working when diagnosed with an illness, the food employee shall be excluded from the food facility until the local enforcement agency removes the exclusion.

If a food employee is found working with symptoms of an acute gastrointestinal illness, the food employee shall be restricted from working with exposed food; clean equipment, utensils and linen, and unwrapped single-service and single-use articles.

If a food employee is found working with an exposed lesion, wound or has cuts, sores or rashes, the food employee shall be required to wear an impermeable cover such as a finger cot or stall that protects the lesion and a single-use glove over the impermeable cover.

NOTE: A food employee is required to report to the PIC when he / she has been diagnosed with an "illness" or has an open lesion on the hands, wrists or exposed portion of the arms.

Additional Violations:

- When food contact surfaces are observed to be contaminated by an ill or injured food employee, subcategory #16 shall also be marked
- When non-food contact surfaces are observed to be contaminated by an ill or injured food employee, subcategory #48 shall also be marked

Exceptions:

- When food is observed to be contaminated by an ill or injured food employee, subcategory #10 shall **NOT** be marked, but the **food shall be disposed**.

Sections 113949, 113950

Employees with a communicable disease shall be excluded from the food facility / preparation of food. If an employee has a lesion or wound that is open or draining on the hands or wrists, an impermeable cover and a single-use glove must be worn over the impermeable cover.

7. HANDWASHING – EMPLOYEE DID NOT WASH HANDS / NO SUPPLIES (APPLICABLE TO FOOD HANDLING FACILITIES ONLY)

This subcategory shall be marked **OUT** of compliance for the following:

Examples:

- A food employee that handled food, equipment, utensils, linen or tableware and did not wash their hands after using the toilet
- A food employee preparing raw chicken fails to wash their hands prior to handling clean tableware or ready-to-eat food
- A food employee did not wash their hands after eating or drinking and resumes preparing food
- A food employee is observed having dirty hands and nails
- A food employee rinses hands at handwash sink without the use of soap and / or towels
- Hands are not cleaned prior to use of hand sanitizer
- Gloves are not used correctly; or used for more than one task where handwashing would normally be required
- When approved single service soap and / or paper towels are not available on the premises and are not provided by the end of inspection **(CLOSURE)**; subcategory #98 shall also be marked

N/A **Do Not mark this subcategory N/A**.

N/O This subcategory shall be marked N/O for retail operations only in the **RARE** case when there are no food employees present at the time of inspection.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall

be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

CORRECTIVE ACTION:
The food employee shall wash their hands and portion of arms as required.

Additional Violation:

- When the soap and towel dispenser is damaged, missing, or unapproved supplies are observed, subcategory #40 shall also be marked

Exceptions:

- Lack of handwashing supplies on the premises of pre-packaged food facility shall be marked **ONLY** in subcategory #40.
- When food is observed to be contaminated by the failure of an employee to wash their hands, subcategory #10 shall **NOT** be marked, but **food shall be** disposed.
- When soap or paper towels are not available on the premises but are provided by the end of inspection, **ONLY** subcategory #40 shall be marked.
- Food employee observed washing hands less than 10 seconds shall be marked **ONLY** in subcategory #40.

Training Provided:

- Training shall be provided as required and subcategory #88 shall be marked

Sections 113952, 113953
Employees shall thoroughly wash their hands and that portion, if any, of their arms exposed in direct food contact with soap and warm water for at least 10–15 seconds and thoroughly rinsing with clean running water followed by drying: before engaging in food preparation; after touching bare human body parts; after using the toilet room; after coughing, sneezing, eating or drinking; during food preparation; as often as necessary to remove soil and contamination and to prevent cross-contamination when changing tasks; when switching between working with raw food and ready-to-eat food; and before donning gloves for working with food.

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8. SEWAGE DISPOSAL SYSTEM (MAJOR)

(THIS SUBCATEGORY SHALL BE MARKED IF A FACILITY'S PERMIT IS SUSPENDED DUE TO SEWAGE)

This subcategory shall be marked **OUT** of compliance if 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 #98 shall also be marked
- Floor drains / sinks are overflowing onto floors in the food preparation area (CLOSURE); subcategory #98 shall also be marked
- Sewage overflow contaminates the utensil area, food preparation area, or storage area (CLOSURE); subcategory #98 shall also be marked

Do Not Mark this subcategory N/A, N/O, or COS.

CORRECTIVE ACTION:
A food facility shall not operate if there is sewage overflowing or backing up in the food facility or there are no operable toilets available for food employees. The food facility shall cease operation in the impacted areas of the food facility immediately. The food facility, or impacted areas, shall remain closed until all plumbing problems have been corrected and all contaminated surfaces cleaned and sanitized. Any contaminated food product shall be disposed.

In the event that the overflow from the facility is occurring outside, the source of the discharge must immediately cease. All food preparation must cease and the facility must close until the connection to approved sewage disposal has been repaired.

Additional Violations:

- Sewage observed on floors shall also be marked in subcategory #55

- Sewage observed on food contact surface shall also be marked in subcategory #16
- Sewage observed on non-food contact surface shall also be marked in subcategory #48

Exceptions:

- A clogged floor sink or floor drain that is not overflowing shall be marked **ONLY** in subcategory #61
- A drain line from walk-in-refrigerator drains only outside of facility shall be marked **ONLY** in subcategory #61

Section 114197

Liquid waste shall be disposed of through the approved plumbing system and shall discharge into the public sewerage or into an approved private sewage disposal system.

9. TOILETS – NO OPERABLE TOILETS

(THIS SUBCATEGORY SHALL BE MARKED FOR CLOSURE DUE TO LACK OF TOILET FACILITIES)

This subcategory shall be marked **OUT** of compliance when a facility has no operable toilets available.

Examples:

- No toilets available for food facility employees (CLOSURE); subcategory #98 shall also be marked
- Toilet facilities have been removed, or facilities are completely inaccessible (CLOSURE); subcategory #98 shall also be marked
- The only toilet facilities within a food court are inoperable or inaccessible (CLOSURE); subcategory #98 shall also be marked
- Facility is unable to provide toilet tissue by the end of the inspection (Mandatory Office Hearing Required)

Do Not Mark this subcategory N/A, N/O, or COS.

CORRECTIVE ACTION:

A food facility shall not operate if there is sewage overflowing or backing up in the food facility or there are no operable toilets available for food employees. The food facility shall cease operation in the impacted areas of the food facility immediately. The food facility, or impacted areas, shall remain closed until all plumbing problems have been corrected and all contaminated surfaces cleaned and sanitized. Any contaminated food product shall be disposed.

In the event that the overflow from the facility is occurring outside, the source of the discharge must immediately cease. All food preparation must cease and the facility must close until the connection to approved sewage disposal has been repaired.

Exception:

- When one toilet is clogged, but other toilets are operable, **ONLY** subcategory #67 shall be marked.
- If toilet tissue is provided by the end of the inspection, **ONLY** subcategory #67 shall be marked

Sections 114250, 114276

A permanent food facility shall provide clean toilet facilities in good repair for use by employees.

10. ADULTERATED FOOD (MAJOR)

This subcategory shall be marked **OUT** of compliance when food products are adulterated and pose an imminent health hazard.

Examples:

- Sulfites added to potentially hazardous food or fresh fruits / vegetables for raw consumption
- A foreign object is found in food product (e.g., glass, band-aid)
- Rodent, cockroach, or fly-contaminated food products
- Rain water is observed leaking from ceiling and dripping onto food
- Refrigerator condensate leaking into open pan of ready-to-eat food
- Re-using a chemical container for food storage
- Washing hands over defrosting meat
- Unapproved wet storage of shellfish
- Gulf oysters harvested during the months of April through October are found for sale and verification of treatment is not available.

- Co-mingling of shellfish or premixing shellfish
- Deviation from HACCP Plan or approved Variance posing increased risk to health or safety

Do Not Mark this subcategory N/A or N/O.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

CORRECTIVE ACTION:

If food is found to be contaminated or adulterated it shall be voluntarily discarded or impounded until a decision is made by the local health agency. In addition, the EHS should ensure that management and employees are aware of the risk of serving contaminated or adulterated food.

Additional Violations:

- Problems with refrigerator condensate shall also be marked in subcategory #47 or #61, as appropriate
- Storing food in unapproved containers shall also be marked in subcategory #50
- Deviation from HACCP Plan shall also be marked in subcategory #85
- Deviation from approved Variance shall also be marked in subcategory #86

Exceptions:

- Food adulterated by food infesting insects shall be marked **ONLY** in subcategory #37
- Subcategory #37 shall **NOT** be marked when subcategory #10 is marked
- Ready-to-eat food contaminated by raw food due to a failure to sanitize the cutting board, as required, shall be marked **ONLY** in subcategory #16

Sections 113980, 113988, 114254, Title 17 – CCR

All food shall be manufactured, produced, prepared, compounded, packed, stored, transported, kept for sale, and served so as to be pure and free from adulteration and spoilage. Sale of untreated Gulf oysters is prohibited between the dates of April 1st and October 31st.

11. HIGHLY SUSCEPTIBLE POPULATIONS

This subcategory shall be marked **OUT** of compliance when food products are found to contain prohibited foods.

Examples:

- Unpasteurized juices (e.g., fresh squeezed orange juice) served at a school cafeteria
- School serving hamburgers medium rare
- Raw seed sprouts served at a senior feeding site
- Licensed health care facility found re-serving open packaged food

N/A This subcategory shall be marked N/A if prohibited food is not served or sold.

N/O **Do Not Mark this subcategory N/O**.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

CORRECTIVE ACTION:

If prohibited food is found being served in a public or private school or licensed health care facilities, the food shall be removed from sale or service. EHS should ensure that food facility management and employees are aware of the risks associated with serving or selling prohibited foods to highly susceptible populations.

Section 114091

Public and private schools and licensed health care facilities shall not serve unpasteurized juices; unpasteurized fluid and dry milk and milk products; unpasteurized liquid, frozen, dry or shell egg products, or raw seed sprouts.

12. UNAPPROVED SOURCE – PHF (MAJOR)

This subcategory shall be marked **OUT** of compliance if potentially hazardous food is obtained from a source that does not comply with all applicable laws.

Examples:

- Tags / labels unavailable for container of shellfish stock
- Tamales made with pork that were prepared in a private home found for sale
- Food facility unable to provide shellfish stock tags / labels verifying origin of shellfish for sale
- A game animal listed in 50 C.F.R. 17 Endangered and Threatened Wildlife and Plants is shown on restaurant menu
- Prepackaged, liquid unpasteurized egg products are found for sale in the local market
- No cooking equipment on the premises, food is prepared at home

N/A This subcategory shall be marked N/A if the food facility doe not serve or sell PHF

Do Not Mark this subcategory N/O.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

CORRECTIVE ACTION:

Food from unapproved, unsafe, or otherwise unverifiable sources shall be impounded until appropriate documentation is provided or voluntarily discarded. In addition, the EHS should ensure that management and employees are aware of the risk of serving or selling food from unapproved sources.

Additional Violation:

- Missing invoices shall also be marked in subcategory #76
- If certification tags are not present with the shellstock and are not maintained on file for 90 days, subcategory #42 shall also be marked
- If NON-PHF from unapproved source are observed in addition to PHF from unapproved source, subcategory #28 shall also be marked

NOTE: When invoice copies are missing (unable to verify origin of product) an Office Hearing shall be issued and **ONLY** subcategory #76 shall be marked. Subcategory #12 shall **ONLY** be marked if origin of product cannot be verified at Office Hearing

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Sections 114021, 114024, 114029, 114039

Food shall be obtained from a source that complies with all applicable laws. Foods prepared in private homes may not be used or offered for sale in a food facility. Liquid, frozen and dry egg products, frozen milk products and ice cream shall be obtained pasteurized. Molluscan shellfish shall be obtained from approved sources.

VERMIN **(6 point deduction)**

13. RODENTS (MAJOR)

(THIS SUBCATEGORY SHALL BE MARKED ONLY IF A FACILITY'S PERMIT IS SUSPENDED DUE TO RODENTS)

This subcategory shall be marked **OUT** of compliance and a public health permit shall be suspended when one or more of the signs indicating an active infestation.

Examples:

- Fresh droppings, gnaw marks, nesting, grease marks, live or dead rodents in the food preparation, food storage, warewashing areas, or in the restroom (CLOSURE); subcategory #98 shall also be marked

Do Not Mark this subcategory N/A, N/O, or COS.

CORRECTIVE ACTION:

If a vermin infestation is observed at a food facility, the permit shall be suspended and the food facility closed for a minimum of 48 hours. The permit shall be reinstated and the food facility allowed to resume operation only upon verification of complete abatement of the vermin infestation, and appropriate cleaning & sanitizing of all affected areas has been completed. Professional pest control should be utilized to prevent future reoccurrence of a vermin infestation.

Additional Violations:

- If food is contaminated by rodents, subcategory #10 shall also be marked
- Food-contact surfaces that are contaminated by rodents shall also be marked in subcategory #16
- Non-food contact surfaces that are contaminated by rodents shall also be marked in subcategory #48
- Rodent-proofing, in conjunction with an active infestation shall also be marked in subcategory #59

Exception:

- Rodent-proofing problems with **no** evidence of an active infestation shall be marked in subcategory #56

Sections 113939, 114259

A food facility shall at all times be constructed, equipped, maintained, and operated as to prevent the entrance and harborage of animals, birds, and vermin, including, but not limited to, rodents and insects.

14. COCKROACHES (MAJOR)

(THIS SUBCATEGORY SHALL ONLY BE MARKED IF A FACILITY'S PERMIT IS SUSPENDED DUE TO COCKROACHES)

This subcategory shall be marked **OUT** of compliance and the public health permit shall be suspended when one or more signs indicating an active infestation.

Example:

- One or more live cockroaches are observed in the food preparation, food storage, warewashing areas, customer area, or restrooms (CLOSURE); subcategory #98 shall also be marked

Do Not Mark this subcategory N/A, N/O, or COS.

CORRECTIVE ACTION:

If a vermin infestation is observed at a food facility, the permit shall be suspended and the food facility closed for a minimum of 48 hours. The permit shall be reinstated and the food facility allowed to resume operation only upon verification of complete abatement of the vermin infestation, and appropriate cleaning & sanitizing of all affected areas has been completed. Professional pest control should be utilized to prevent future reoccurrence of a vermin infestation.

Additional Violations:

- When food is contaminated by cockroaches, subcategory #10 shall also be marked
- When cockroaches have contaminated food contact surfaces subcategory #16 shall also be marked
- When cockroaches have contaminated non-food contact surfaces subcategory #48 shall also be marked

Exception:

- Evidence of cockroaches, but no active infestation shall be marked in subcategory #57

Sections 113939, 114259

A food facility shall at all times be constructed, equipped, maintained, and operated as to prevent the entrance and harborage of animals, birds, and vermin, including, but not limited to, rodents and insects.

15. FLIES (MAJOR)

(THIS SUBCATEGORY SHALL ONLY BE MARKED IF A FACILITY'S PERMIT IS SUSPENDED DUE TO FLIES, but does not include fruit flies)

This subcategory shall be marked **OUT** of compliance and the public health permit shall be suspended when an active fly infestation is observed in a food facility that would pose an imminent hazard to the public's health and safety.

Examples:

- Flies contacting food and / or food contact surfaces (CLOSURE); subcategory #98 shall also be marked
- Numerous flies in food preparation area (CLOSURE); subcategory #98 shall also be marked

Do Not Mark this subcategory N/A, N/O, or COS.

CORRECTIVE ACTION:
If a vermin infestation is observed at a food facility, the permit shall be suspended and the food facility closed. The permit shall be reinstated and the food facility allowed to resume operation only upon verification of complete abatement of the vermin infestation, and appropriate cleaning & sanitizing of all affected areas has been completed. Professional pest control should be utilized to prevent future reoccurrence of a vermin infestation.

Additional Violations:

- When food is observed to be contaminated by flies, subcategory #10 shall also be marked
- Inoperable or lack of fly-exclusion device when required at delivery door, shall also be marked in subcategory #59
- When flies have contaminated food contact surfaces, subcategory #16 shall also be marked
- When flies have contaminated non-food contact surfaces, subcategory #48 shall also be marked

Exceptions:

- When the quantity of flies observed is considered a low risk to the public's health and safety and the permit is **NOT** suspended, subcategory #58 shall be marked
- Fruit flies shall be marked in subcategory #58

Sections 113939, 114259

A food facility shall at all times be constructed, equipped, maintained, and operated as to prevent the entrance and harborage of animals, birds, and vermin, including, but not limited to, rodents and insects.

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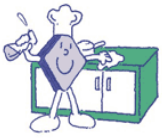
16. CLEANING AND SANITIZING – FOOD CONTACT SURFACE (MAJOR)

This subcategory shall be marked **OUT** of compliance when any of the following conditions are observed: the lack of cleaning or sanitizing food contact surfaces; the absence of sanitizing solution during the active warewashing process; or the inability to heat sanitize during mechanical warewashing. If there is no sanitizer or other means of sanitizing on the premises, the EHS shall require that sanitizer be obtained and available for use as required or the facility's permit may be suspended.



Examples:

- Dirty shelf in refrigeration unit with direct food contact
- No detectible sanitizer is observed during mechanical warewashing
- Employee observed washing multi-service utensils without using a sanitizer, while supplies are available on premises
- No means for sanitizing multi-service utensils (e.g., mechanical, manual) (CLOSURE); subcategory #98 shall also be marked
- Food-contact surfaces observed not clean
- Warewashing sink is missing, inoperable, clogged

N/A This subcategory shall be marked N/A only when there are no food-contact surfaces to clean and sanitize such as when only prepackaged foods are sold.

N/O This subcategory shall be marked N/O if there are no cleaning and sanitizing operations taking place at the time of inspection. However, the EHS should ask how food contact surfaces are cleaned and sanitized to ensure they are using appropriate methods when the EHS is not there.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

CORRECTIVE ACTION:
A food facility that prepares food shall not be operating if there is no method to properly clean and sanitize equipment or utensils. The food facility shall cease operation immediately. The food facility shall remain closed until a method to clean and sanitize equipment or utensils is provided.

If a food facility is found operating with gross contamination of food-contact surfaces that may result in the contamination of food products, the EHS shall suspend the permit to operate until the food facility is able to properly clean and sanitize equipment or utensils. The EHS shall require that all equipment and utensils be cleaned and sanitized prior to reinstating the permit.

Additional Violations:

- If water temperature measured is <110°F throughout facility, subcategory #17 shall also be marked
- If rodents / cockroaches are observed, subcategory #13, #14, #56, or #57 shall also be marked as appropriate

Exception:

- If an improper method or low sanitizer concentration is observed, **ONLY** subcategory #52 shall be marked
- If sanitizer is not available at the facility, but is obtained by the end of the inspection, **ONLY** subcategory #52 shall be marked, as long as active warewashing is not observed
- A warewashing sink fully operational, but in disrepair or unapproved, shall be marked **ONLY** in subcategory #60

Training Provided:

- Training shall be provided as required and subcategory #87 shall be marked

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Sections 114097, 114099, 114115, 114117

Equipment food contact surfaces, utensils, and multi-service utensils shall be cleaned by one of the following means: 1) Manual washing using a three-compartment sink: washing in hot water with cleanser; rinsing in clean hot water; rinsing in final sanitizing solution or 2) Mechanical washing, followed by a hot water or chemical sanitizing rinse. All utensils and equipment shall be clean. Food-contact surfaces and utensils shall be cleaned and sanitized each time there is a change in process between different raw animal products, produce, and read-to-eat foods, and at least every 4 hours based on the temperature of the room.

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17. NO WATER / NO HOT WATER – FOOD PREPARATION FACILITY (MAJOR)

(THIS SUBCATEGORY WILL BE MARKED FOR CLOSURE DUE TO LACK OF AN ADEQUATE, PRESSURIZED, PROTECTED SOURCE OF POTABLE WATER OR THE LACK OF HOT WATER THROUGHOUT A FACILITY AT THE TIME OF INSPECTION - WATER BELOW 110°F)

SEE NOTE

This subcategory shall be marked **OUT** of compliance if a facility is involved with food preparation or uses multi-service utensils, and lacks water OR hot water of at least 110°F.

Examples:

- No water available throughout the facility (CLOSURE); subcategory #98 shall also be marked
- Water is measured <110°F throughout the food facility (CLOSURE); subcategory #98 shall also be marked
- Water temperature is measured <110°F throughout the facility, however it is restored between 110-119°F by the end of the inspection, facility shall be given 24 hours to correct the violation.
- Manual warewashing sink (1st compartment) water temperature below 100°F (Unless specified by manufacturer's instruction label)
- Delicatessen inside a food market retail has water at less than 110°F (discontinue operation of delicatessen)

Do Not Mark this subcategory N/A, N/O

COS This subcategory shall be marked COS to indicate the water temperature has been restored to a minimum of 120°F prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

CORRECTIVE ACTION:

A food facility that prepares food shall not operate if there is no water, no hot water (below 110°F) or the water supply is contaminated. The food facility shall cease operation immediately. The food facility shall remain closed until water, hot water or potable water is restored. If found operating, the EHS shall suspend the permit to operate until water, hot water or a potable supply of water is available. The EHS shall ensure that any food items prepared using nonpotable water are disposed of and ice machines are cleaned and sanitized.

If there is no hot water (below 110°F) available to the entire facility and this cannot be immediately corrected (relighting a pilot light for example) then food preparation must cease. If only prepackaged food is handled, the operation may be allowed to continue, (not to exceed 24 hours) in order to repair or install a new water heater.

In the event of a disaster or when a local emergency has been declared and water will be unavailable for an extended period of time, prepackaged food products may be allowed to be handled until potable water service is restored provided bottled water is utilized for handwashing in the toilet rooms.

Exceptions:

- Food facilities that have a water supply between 110°F and 119°F and use a chemical sanitizer for multi-service shall have 24 hours to restore hot water and shall be marked **ONLY** in subcategory #62
- A pre-packaged food facility with no hot water or a pre-packaged food facility with only a handwash sink that does not have warm water of at least 100°F, shall be marked **ONLY** in subcategory #62 and shall be given 24 hours to correct the violation
- Warewashing solution between 100 – 110°F shall be marked **ONLY** in subcategory #62

NOTE: A retail food market may have multiple departments operating within the facility under **one** public health permit, (e.g., delicatessen, meat market or bakery). If one of the departments is found to be lacking potable or hot water, that department must discontinue operation until water is restored. In this case, subcategory #17 shall be marked, however the public health permit may not be suspended.

Section 114192, 114195

An adequate, protected, pressurized, potable supply of hot water and cold water shall be provided at all times. Hot water shall be supplied at a minimum temperature of at least 120°F measured from the faucet, unless otherwise specified. The water supply shall be from a water system approved by the EHS or the local enforcement agency.

SECTION II

FOOD TEMPERATURES / METHODS **(4 point deduction)**

18. HOLDING OF PHF – MULTIPLE ITEMS OR SERVINGS (MINOR)

This subcategory shall be marked **OUT** of compliance when food temperature violations are the result of improper holding and are found within the specified temperature range of 42°F / 46°F – 49°F or 131°F-134°F.

Examples:

- Multiple PHF items or servings holding in the range of 131°F – 134°F in steam table
- Multiple PHF items or servings holding in the range of 42°F / 46°F – 49°F in refrigeration unit
- Multiple PHF items or servings held at room temperature exceeding two hours preparation time in the range of 42°F - 49°F or 131°F - 134°F

N/A This subcategory shall be marked N/A when the food facility does not hold hot or cold food.

N/O This subcategory shall be marked N/O when the food facility does hot hold or cold hold foods, but no foods are being held hot or cold during the time of inspection.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Additional Violations:

- Problems with equipment that cause PHF to be in the Temperature Danger Zone shall also be marked in subcategory #47
- When improper thawing causes PHF to be in the Temperature Danger Zone, subcategory #36 shall also be marked

Exception:

- Subcategory #18 shall **NOT** be marked when any of subcategories #1 - #5 are marked

Training Provided:

- Training shall be provided as required and subcategory #92 shall be marked

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Sections 113996, 113998, 114000

Potentially hazardous foods shall be held at or below 41°F/ 45°F or at or above 135°F. If it is necessary to remove potentially hazardous food from the specified holding temperatures to facilitate preparation, this preparation shall in no case exceed two cumulative hours without a return to the specified holding temperatures. The following foods can be held between 41°F and 45°F: raw shell eggs, unshucked live molluscan shellfish, food held in serving lines and salad bars during periods not to exceed 12 hours in any 24-hour period; pasteurized milk and pasteurized milk products in sealed original containers; and PHF held during transportation not exceeding 30 minutes.

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19. HOLDING OF PHF – SINGLE SERVING (MINOR)

This subcategory shall be marked **OUT** of compliance when a single serving of food is found in the temperature danger zone of 42° / 46°F – 134°F.

Example:

- A single serving of PHF is found in the range of 42°F / 46°F - 134°F while hot or cold holding

N/A This subcategory shall be marked N/A when the food facility does not hold hot or cold food.

N/O This subcategory shall be marked N/O when the food facility does hot hold or cold hold foods, but no foods are being held hot or cold during the time of inspection.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Additional Violation:

- Problems with equipment that cause PHF to be in the Temperature Danger Zone shall also be marked in subcategory #47

Exceptions:

- Subcategory #19 shall **NOT** be marked when any of subcategories #1 - #5 are marked

Training Provided:

- Training shall be provided as required and subcategory #92 shall be marked

Sections 113996, 113998, 114000

Potentially hazardous foods shall be held at or below 41°/ 45° F or at or above 135° F. If it is necessary to remove potentially hazardous food from the specified holding temperatures to facilitate preparation, this preparation shall in no case exceed two cumulative hours without a return to the specified holding temperatures. The following foods can be held between 41° F and 45° F: raw shell eggs, unshucked live molluscan shellfish, food held in serving lines and salad bars during periods not to exceed 12 hours in any 24-hour period; pasteurized milk and pasteurized milk products in sealed original containers; and PHF held during transportation not exceeding 30 minutes.

20. HOLDING OF UNPASTEURIZED RAW SHELL EGGS

This subcategory shall be marked **OUT** of compliance for the improper storage of raw shell eggs.

Examples:

- Previously refrigerated raw shell eggs stored at 46°F - 134°F
- Raw shell eggs held at room temperature past two hours for preparation at the grill line

N/A This subcategory shall be marked N/A when the food facility does not have raw shell eggs.

N/O This subcategory shall be marked N/O when the food facility usually sells eggs or products that contain eggs but has no raw shell eggs at time of inspection.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Additional Violation:

- Problems with equipment that cause raw shell eggs to be in the Temperature Danger Zone shall also be marked in subcategory #47

Exception:

- Subcategory #20 shall **NOT** be marked when any of subcategories #1 - #5 are marked

Sections 113996, 113998, 114000

Potentially hazardous foods shall be held at or below 41°/ 45° F or at or above 135° F. If it is necessary to remove potentially hazardous food from the specified holding temperatures to facilitate preparation, this preparation shall in no case exceed two cumulative hours without a return to the specified holding temperatures. The following foods can be held between 41° F and 45° F: raw shell eggs, unshucked live molluscan shellfish, food held in serving lines and salad bars during periods not to exceed 12 hours in any 24-hour period, pasteurized milk and pasteurized milk products in sealed original containers and PHF held during transportation not exceeding 30 minutes.

21. COOLING – IMPROPER METHOD (MINOR)

This subcategory shall be marked **OUT** of compliance for utilizing an improper **method** of rapid cooling within time / temperature parameters.

Example:

- Food in large pot / container cooling in refrigerator, but still within time / temperature parameters

N/A This subcategory shall be marked N/A when the food facility does not receive or cool PHF.

N/O This subcategory shall be marked N/O when the food facility does cool PHF food, but proper cooling per the prescribed temperature and time parameters cannot be determined during the inspection. In this case, the EHS should inquire about the cooling methods used by the food facility to ensure proper procedures are used.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall

be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Exception:

- Subcategory #21 shall **NOT** be marked when any of subcategories #1 - #5 are marked

Training Provided:

- Training shall be provided as required, and subcategory # 91 shall be marked

Section 114002

All potentially hazardous foods shall be rapidly cooled in accordance with the required time and temperature criteria method, 135°F - 70°F, within 2 hours and then 70°F - 41°F within 4 hours by using one or more of the following methods based on the type of food being cooled: placing the food in shallow pans, using rapid cooling equipment; using containers that facilitate heat transfer; adding ice as an ingredient and / or using ice paddles; inserting appropriately designed containers in an ice bath and stirring frequently and in accordance with an HACCP plan adopted pursuant to this part.

FOOD STORAGE (4 point deduction)

22. IMPROPERLY COVERED / LABELED / ELEVATED

This subcategory shall be marked **OUT** of compliance for violations involving food storage methods where food is exposed to splash, dust, vermin or other forms of contamination or adulteration; food is not stored at least 6 inches above the floor surface; and / or unlabeled working containers of stored foods.

Examples:

- Uncovered containers of food observed in the walk in refrigerator subject to overhead contamination
- Food covered with cloth towel stored in the refrigerator
- Double-stacking food inside the refrigerator without adequate protection of the food product
- Food in containers that are not water proof / rodent proof stored on the floor
- Food stored in an unapproved area (e.g. outside, cargo containers, toilet room or locker room, etc.)
- Working food containers missing labels that identify the food by common name in English (except food that can be easily identified)

Do Not Mark this subcategory N/A or N/O.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Additional Violation:

- Unapproved containers or scoops shall also be marked in subcategory #50

Exceptions:

- Unprotected ready-to-eat food stored below raw meat / poultry / fish / eggs shall be marked **ONLY** in subcategory #23
- Food adulterated / contaminated due to improper storage shall be marked **ONLY** in subcategory #10

Sections 114047, 114049, 114051-55, 114185

Adequate and suitable space shall be provided for the storage of food. Food shall be covered and stored as to be protected and kept free from contamination. Food shall be stored in approved containers and labeled as to contents. Food shall be stored at least 6" above the floor.

23. RAW OR READY-TO-EAT FOOD – EXPOSED TO POSSIBLE CONTAMINATION FROM RAW MEATS / POULTRY / FISH / EGGS

This subcategory shall be marked **OUT** of compliance for violations that would expose ready-to-eat food to possible cross-contamination from raw meat, poultry, fish, or eggs during preparation, storage or display.

Examples:

- Open raw beef stored in direct contact with open raw chicken
- Uncovered raw chicken stored above exposed raw or cooked ready-to-eat food
- Open carton of raw shell eggs stored adjacent to uncovered apple pie

N/A This subcategory shall be marked N/A if the food facility ONLY serves or sells ready to eat food

Do Not Mark this subcategory N/O.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Exception:

- Foods adulterated / contaminated from raw meat, poultry, fish or eggs shall be marked **ONLY** in subcategory #10

NOTE: It is recommended that all raw meats / poultry / fish / eggs be stored below / away from ready-to-eat foods.

Section 113986

Food shall be protected from cross-contamination.

24. FOOD NOT PROTECTED FROM CONSUMER

This subcategory shall be marked **OUT** of compliance for violations involving food display methods or the failure to protect food from consumers.

Examples:

- Food displayed without a sneeze guard or the sneeze guard is inadequate to protect food
- Consumer enters / exits / passes through a food preparation area that does not meet the separation requirements
- Unsecured ice machine in a customer hallway
- Open storage of non-prepackaged or ready-to-eat food that is accessible to consumers

Do Not Mark this subcategory N/A or N/O.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Exception:

- Customer self service machine with unapproved lever-type dispenser (e.g., soda machine), shall be marked **ONLY** in subcategory #50

Sections 113984, 114060

Unpackaged food shall be displayed, shielded, and dispensed in a manner that protects the food from contamination.

PLUMBING / FIXTURES (4 point deduction)

25. BACKFLOW / BACK SIPHONAGE

This subcategory shall be marked **OUT** of compliance for violations involving cross connections.

Examples:

- A hose attached to any outlet fixture, that extends or may extend below the flood level rim of a sink or container without an approved backflow prevention device
- A missing or damaged atmospheric vacuum breaker on a garbage grinder or mechanical ware washer
- A shut-off valve located downstream from an atmospheric vacuum breaker

Do Not Mark this subcategory N/A or N/O.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Exception:

- Lack of an air gap for equipment drain lines shall be marked **ONLY** in subcategory #61

Section 114192, 114193

The potable water supply shall be protected with backflow or back siphonage protection devices, required by applicable plumbing codes.

26. CRITICAL SINK / FIXTURE (HANDWASHING / MOP SINK / FOOD PREPARATION) – MISSING / INOPERABLE / INACCESSIBLE

This subcategory shall be marked **OUT** of compliance when a critical sink (e.g., handwashing, mop sink or food preparation sink) is observed to be missing; inoperable; clogged; no cold or hot water.

Examples:

- The handwashing or food preparation sink is blocked by an item not easily moveable, or items are stored on top of the sink, rendering it inaccessible
- The required handwash / mop sink / food preparation sink has been removed
- No water / water measured <90°F at a **critical** handwashing sink
- No water / water measured <110°F at a **critical** mop / food preparation sink

Do Not Mark this subcategory N/A or N/O.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Exceptions:

- Water measured <110°F throughout the food facility shall be marked in subcategory #17
- A missing, inoperable, or inaccessible warewashing sink shall be marked **ONLY** in subcategory #16
- An unapproved or damaged sink that is fully operational shall be marked **ONLY** in subcategory #60
- A retail food market which has multiple departments operating within the facility under **one** public health permit, (e.g., delicatessen, meat market or bakery), and one of the departments is found to be lacking potable or hot water. That department must discontinue operation until water is restored and subcategory #17 shall be marked.
- Water temperature measured is between 110-119°F at a **critical** food preparation or mop sink, or 90-99°F at a **critical** handwash sink, shall be marked in subcategory #62.
- No water / water temperature measured is <110°F at a **non critical** food preparation / mop sink, or <90°F at a **non critical** handwash sink, shall be marked in subcategory #62

NOTE: To determine if a sink is a *critical* sink, there must be no other sink available, within a reasonable distance, which can be utilized for the same purpose.

Sections 113953, 114163, 114190, 114279

Handwashing facilities shall be sufficient in number and conveniently located so as to be accessible at all times for use by food employees. A food preparation sink shall be provided for food facilities for preparation of foods. A mop sink shall be provided for the cleaning of mops and the disposal of mop water and similar liquid waste. All plumbing fixtures shall be installed in compliance with applicable local plumbing ordinances.

FOOD **(4 point deduction)**

27. RISK FOR CONTAMINATION – FOOD PREPARED IN UNAPPROVED AREA / FOOD PREPARED OR HANDLED WITH BARE HANDS / OTHER

This subcategory shall be marked **OUT** of compliance when food is being prepared in an unapproved area, or when conditions or actions place the food at risk.

Examples:

- Preparing food on the floor
- Washing produce in a mop sink
- Preparing food in an office, storage room, dining room, outside, or any other unapproved area
- Disposing of waste water in a food preparation sink
- Food thawing in an unapproved sink

- Using a cutting board on top of a trash can
- Insect control device installed or placed without required clearance of 3 horizontal feet from open food, food contact surfaces, utensils, equipment, or linen
- Food stored on warewashing sink drain board
- Washing hands in a food preparation or mop sink
- Approved splash guard missing on handwash or mop sink which is located within 24 inches of a warewashing sink, food, or food contact surface
- Handle of serving utensil falls into ready to eat food
- Employee using bare hands to place "left over" food in a "to-go" container
- Use of a sponge on cleaned, sanitized, or in use food contact surfaces
- Failure to change the linen used as lining in bread basket between customers
- Food preparation that is beyond the scope of the operation (e.g., addition of prepared foods at a prepackaged ONLY facility)

Do Not Mark this subcategory N/A or N/O.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Additional Violation:

- Food that is adulterated shall also be marked in subcategory #10

Exceptions:

- Double-stacking of food shall be marked **ONLY** in subcategory #22
- Use of an unapproved food equipment lubricant shall be marked **ONLY** in subcategory #30
- Food not protected from customers shall be marked **ONLY** in subcategory #24
- Ready-to-eat food contaminated from raw animal food products shall be marked **ONLY** in subcategory #10

Section 113980, 114185

All food shall be manufactured, produced, prepared, packed, stored, transported, kept for sale, and served so as to be pure, free from contamination, adulteration, and spoilage. Linen shall not be used in contact with food unless they are used to line a container for the service of foods and the linen are replaced each time the container is refilled for a new consumer and laundered prior to reuse.

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28. UNAPPROVED SOURCE – NON-PHF (MINOR)

This subcategory shall be marked **OUT** of compliance for violations involving non-potentially hazardous food that is obtained from a source that does not comply with all applicable laws.

Example:

- Chocolate chip cookies baked in a private home

Do Not Mark this subcategory N/A or N/O.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Additional Violation:

- If PHF from unapproved source are observed in addition to NON PHF from unapproved source, subcategory #12 shall also be marked
- Missing invoices shall also be marked in subcategory #76

NOTE: When invoice copies are missing (unable to verify origin of product) an Office Hearing shall be issued and **ONLY** subcategory #76 shall be marked. Subcategory #28 shall **ONLY** be marked if origin of product cannot be verified at Office Hearing

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Sections 114021, 114024, 114029

Food shall be obtained from a source that complies with all applicable laws. Foods prepared in a private home may not be used or offered for sale in a food facility. Liquid, frozen and dry egg products, frozen

milk products and ice cream shall be obtained pasteurized. Molluscan shellfish shall be obtained from approved sources.

29. REUSED / RE-SERVED

This subcategory shall be marked **OUT** of compliance to indicate when previously served food is re-served to a different customer or used in the preparation of another dish.

Examples:

- Re-served tortilla chips or salsa
- Previously served dipping sauce or butter used in the preparation of another dish
- Previously served steamed rice used in the preparation of fried rice
- Open pitcher of cream for coffee re-served to another customer
- Open condiments such as sour cream, chives, & butter are served from one table to another

N/A This subcategory shall be marked N/A if the facility only handles prepackaged foods.

N/O This subcategory shall be marked N/O if food is not observed returned and re-served during the time of inspection.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

NOTE: A container of food that is not potentially hazardous may be transferred from one consumer to another if the food is dispensed so that it is protected from contamination and the container is closed between uses, such as a narrow-neck bottle containing catsup, steak sauce, or wine, or if the food, such as crackers, salt, or pepper, is in an unopened original package and is maintained in sound condition, and if the food is checked on a regular basis.

Section 114079

Food that has been served or sold and in the possession of a consumer that is unused or returned by the consumer shall not be offered as food for human consumption.

OPERATIONS (4 point deduction)

30. HAZARDOUS MATERIALS / CHEMICALS (MAJOR)

This subcategory shall be marked **OUT** of compliance for violations involving the improper use or storage of pesticides, insecticides, rodenticides, or non-food chemicals that pose an imminent health hazard to the public's health and safety.

Examples:

- An open container of bleach / sanitizer stored above a food preparation area
- Open 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 used

Do Not Mark this subcategory N/A or N/O.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Additional Violations:

- Food-contact surfaces that have been contaminated by the misuse of hazardous materials or chemicals shall also be marked in subcategory #16
- Non-food contact surfaces that have been contaminated by the misuse of hazardous materials or chemicals shall also be marked in subcategory #48
- Food that has been adulterated by the misuse of hazardous materials or chemicals shall also be marked in subcategory #10

Exceptions:

- Improper use or storage of pesticides, insecticides, rodenticides, or non-food chemicals that pose a low risk to the public shall be marked **ONLY** in subcategory #43
- Subcategory #43 shall **NOT** be marked when subcategory #30 has been marked

Section 114254

All poisonous substances, detergents, bleaches, cleaning compounds, and all other injurious or poisonous materials shall be stored and used only in a manner that is not likely to cause contamination or adulteration of food, food-contact surfaces, utensils, or packaging materials.

31. EMPLOYEE PRACTICES – EATING / TOBACCO / GUM (MINOR)

This subcategory shall be marked **OUT** of compliance to indicate violations related to employee practices.

Examples:

- Food employee observed eating, chewing gum, or using tobacco products in a work area
- A waitress eating at a serving station
- Food employee observed sitting on a food preparation table

N/A **Do Not Mark this subcategory N/A.**

N/O This subcategory shall be marked N/O for retail operations only in the **RARE** case when there are no food workers present at the time of inspection.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Additional Violation:

- Employee who did not wash hands after eating, drinking, or using tobacco products shall also be marked in subcategory #7

Exception:

- The observation of an uncovered beverage container or cigarettes not currently being used in the food preparation area shall be marked **ONLY** in subcategory #68
- An employee's closed beverage container placed directly on a food contact surface shall be marked **ONLY** in subcategory #68

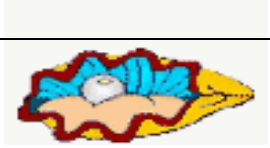
NOTE: A food employee may drink from a closed beverage container (e.g., sports bottle with straw), if the container is handled to prevent contamination of employee's hands, the container, non-prepackaged food, and food contact surfaces.

Sections 113975, 113977

No employee shall eat, drink, or smoke in any work area or commit any act that contaminates food or food-contact surfaces.

CONSUMER PROTECTION **(4 point deduction)**

32. OYSTER WARNING SIGNS



This subcategory shall be marked **OUT** of compliance to indicate the lack of a sign, warning of the risk associated with the consumption of raw untreated oysters harvested from the states of Alabama, Florida, Louisiana, Mississippi, and Texas between the dates of November 1st and March 31st.

N/A This subcategory shall be marked N/A when Gulf oysters are not sold or served in the food facility.

N/O This subcategory may be marked N/O when shellstock are not being offered for sale at the time of inspection.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Additional Violation:

- Failure to maintain shellfish tags / labels for the required 90-day period shall also be marked in subcategory #42

Exceptions:

- When proof of shellfish tags / labels is unavailable at the time of inspection, **ONLY** subcategory #12 shall be marked
- When untreated raw Gulf oysters are found on the premises of a food facility between the months of April and October, **ONLY** subcategory #10 shall be marked

Sections 114090, Title 17-CCR

All retail food facilities that offer untreated raw oysters harvested from the states of Alabama, Florida, Louisiana, Mississippi, and Texas shall provide a written warning to any person who orders such product.

33. LABELS / MISREPRESENTATION – CONSUMER FOODS

This subcategory shall be marked **OUT** of compliance for violations regarding the proper labeling of consumer foods or truth in advertising.

Examples:

- Consumer prepackaged food products not labeled in English
- Pre-packaged food without the required labeling information to include: common name; name and address of manufacturer; packer or distributor; ingredients listed in descending order of predominance by weight; net weight of contents
- Bulk food containers for consumer self-service are improperly labeled
- Lack of "use by" date on a PHF oxygen-reduced packaged at the establishment
- When more than one type of ground beef is offered for sale, fat content in hamburger exceeds labeled percentage or is omitted
- Advertised pre-cooked weight of food item is less than advertised
- "Fresh" fish is advertised, but the fish had been frozen
- Advertised as a "1 lb." burrito; product weighed 14.5 oz.
- Primal area missing from the label on package of cut of meat

Do Not Mark this subcategory N/A or N/O.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. Types of corrective actions may include closure, food disposal, red tagging, etc. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.**

Exception:

- If fat content of hamburger exceeds 30% by weight, **ONLY** subcategory #10 shall be marked

Sections 114057, 114087, 114089, 114093, Sherman Food, Drug and Cosmetic Law, 21 C.F.R. 100 - Food Labeling

Packaged food and self-service bulk food must be properly labeled. Every bakery product shall have a protective wrapping that shall bear a label that complies with the labeling requirements, unless sold directly to the consumer or another facility, as set forth in Sherman Food, Drug and Cosmetic Law. Any food is misbranded if it's labeling is false or misleading; if it's offered for sale under the name of another food; or if it's an imitation of another food for which a definition and standard of identity has been established by regulation.

34. DISCLOSURE NOTIFICATION

This subcategory shall be marked **OUT** of compliance to indicate if the customer was not notified that a food contains a specific ingredient.

Examples:

- A food item containing raw or less than thoroughly cooked egg
- An unpackaged confectionary food contains more than 1/2% alcohol
- Hamburgers are routinely served medium rare without consumer notification

N/A This subcategory shall be marked N/A when the food facility does not serve raw or undercooked animal foods.

N/O This subcategory shall be marked N/O when the EHS is unable to determine if the required verbal consumer advisory was provided.

COS This subcategory shall be marked COS to indicate the violation has been corrected and verified prior to the completion of the inspection. The actual corrective actions taken for each violation shall be documented in the inspection report. **The violation shall be marked and points shall be deducted.** A reinspection date may be scheduled to confirm continued compliance.

Additional Violation:

- When food facility **intentionally** undercooks meat / eggs and lacks adequate disclosure, subcategory #3 shall also be marked

Exception:

- When a food facility **unintentionally** undercooks meat / eggs, **ONLY** subcategory #3 shall be marked

NOTE: A consumer advisory for sashimi, sushi, seared Ahi-tuna, and steak tartar is not required because it is common knowledge that these items are served raw.

- For violations pertaining to Gulf oysters, see subcategory #32
- A consumer advisory is not required when a consumer specifically orders food raw or undercooked.

Sections 114090, 114093

Ready-to-eat foods containing raw egg and unpackaged confectionary foods containing more than 1/2% alcohol may be served if the facility notifies the consumer. Food may be served if the consumer specifically orders that the food be individually prepared less than thoroughly cooked and the food facility notifies the consumer, orally or in writing, at the time of ordering, that the food is raw or less than thoroughly cooked.

FOOD SAFETY CERTIFICATION (4 point deduction)

35. VALID FOOD SAFETY CERTIFICATE

This subcategory shall be marked **OUT** of compliance for the following:

- **ONLY** when there is documentation (i.e., a previous inspection report / office hearing) verifying that the facility continues to operate without a valid food safety certificate from the date of prior documentation, and it has been more than 60 days.

N/A This subcategory shall be marked N/A for food facilities that handle only prepackaged foods

N/O This subcategory shall be marked N/O if a valid food safety certificate is not available due to a new facility, change of ownership, expired certificate, or the employee who held the certificate previously is no longer employed by the facility. The FOIR shall be documented with the EHS's directive to provide for a valid food safety certificate within 60 days and an office hearing shall be issued.

Do Not Mark this subcategory COS.

NOTE: The point deduction only becomes applicable when it has been verified that the facility has been without a valid food safety certificate in excess of 60 days.

Section 113947

All food employees shall have adequate knowledge of, and shall be properly trained in, food safety as it relates to their assigned duties. Food facilities that prepare, handle, or serve nonprepackaged PHF, except temporary food facilities, shall have an owner or employee who has successfully passed an approved and accredited food safety certification examination.

SECTION III

FOOD

36. THAWING – IMPROPER METHOD (1 point deduction)

This subcategory shall be marked **OUT** of compliance for improper thawing methods.

Examples:

- PHF thawing at room temperature
- Shrimp thawing in standing water
- Frozen packaged chicken thawing completely submerged under cold running water for greater than 2 hours

Additional Violations:

- Problems with a freezer that causes thawing shall be marked in subcategory #47
- PHF found thawing for greater than 2 hours and out of temperature shall also be marked in subcategory #1, #18 or #19, as appropriate
- PHF thawing in a mop sink or handwashing sink shall also be marked in subcategory #27

NOTE: Slacking of food items, the process of moderating the temperature from -10F to 25F in preparation for deep-fat frying or to facilitate even heat penetration during the cooking of previously block frozen food, is allowed and is not a thawing violation.

Training Provided

- Training shall be provided as required and subcategory #93 shall be marked

Section 114020

Frozen PHF shall be thawed by using one of the following methods: in refrigeration units; completely submerged under potable running water for a period not to exceed two hours at a water temperature of 70°F or below, and with sufficient water velocity to agitate and flush off loose particles into the sink drain; in a microwave; or as part of the cooking process.

37. PURE FOOD / SPOILAGE (MINOR) (1 point deduction)

This subcategory shall be marked **OUT** of compliance when food is observed to be spoiled or if food products have been adulterated and would pose a low risk to the public's health and safety. Food shall be removed from sale and voluntarily disposed of.

Examples:

- Meat, fish or poultry products that have the appearance of spoilage **(*)**
- PHF oxygen reduced package exceeds a "use by" date
- Food-infesting insects (e.g., grain beetles, meal moths, gnats, ants) are observed in food or fruit flies in liquor bottle
- Unopened soda can stored in ice bin (customer edible ice)
- Swollen can or significantly dented can at the rim / seam
- Condensate from refrigerator dripping onto raw meat / poultry / uncut fruits and vegetables
- Hair found in food
- Lining food containers with newspaper

Additional Violations:

- Leaking condensate due to equipment disrepair shall also be marked in subcategory #47
- Food found in an unapproved lead glazed container shall also be marked in subcategory #50

Exceptions:

- Food that has been adulterated and would pose an imminent health hazard to the public shall be marked **ONLY** in subcategory #10
- Subcategory #37 shall **NOT** be marked when subcategory #10 is marked

* Spoilage is a naturally occurring process that changes the characteristics (e.g., fragrance, taste, texture and appearance) of the food by natural organisms of that food rendering the food unfit for consumption.

NOTE: Sell by or expirations dates of food products (e.g., milk, cheese, potato chip) that are not enforced by this Department shall not be marked in any subcategory. Instead, the EHS shall recommend that the owner / operator discontinue the sale of the food based on the expiration date.

Sections 113980, 114057

All food shall be manufactured, produced, prepared, packed, stored, transported, kept for sale, and served so as to be pure, free from contamination, adulteration, and spoilage. PHF that are packed by the food facility in reduced-oxygen packaging that creates anaerobic conditions shall be plainly date coded.

38. IMPROPER INSPECTION AT DELIVERY / TRANSPORTATION (1point deduction)

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

Examples:

- Manager accepts food without inspecting for temperature abuse, vermin and / or adulteration
- Facility transports PHF more than 30 minutes without approved method of temperature control

Additional Violations:

- Facility transports PHF longer than 30 minutes and food found above 45°F shall also be marked in #1, #18, or #19, as appropriate
- Food accepted upon delivery found to be adulterated shall also be marked in subcategory #10 or #37, as appropriate

Training Provided

- Training shall be provided as required, and subcategory #89 shall be marked

Sections 113980, 113982, 113996, 114035, 114037

All food shall be transported so as to be protected from dirt, vermin, unnecessary handling, droplet contamination, overhead leakage, or other contamination. Food shall be inspected upon receipt and prior to use, storage or resale. Food shall be protected from contamination and maintained at proper temperatures during transport.

OPERATIONS

39. CUSTOMER SELF-SERVICE UTENSILS (1 point deduction)

This subcategory shall be marked **OUT** of compliance when a serving utensil or other approved device or mechanism for dispensing food is lacking or stored improperly.

Examples:

- Self-service containers missing serving utensils
- Additional clean plates not made available to customers for re-service at salad bar / buffet
- Uncovered straws out for customer self-service

Sections 114063, 114065, 114075

Food in self-service containers shall be dispensed by a utensil with a handle (e.g., tongs, ladles) or other approved device or mechanism (e.g., relish dispenser) for dispensing the product. Utensils shall be dispensed from sanitary containers or approved sanitary dispensers. Single service utensils may be used only once.

40. DISPENSER – DISREPAIR / UNAPPROVED / SUPPLIES / MISSING / TIME (1 point deduction)

This subcategory shall be marked **OUT** of compliance when soap / towels are available on premises, but improperly dispensed; dispensers are empty, missing, damaged or of an unapproved type; soap or towels are of an unapproved type; handwashing less than 10 seconds.

Examples:

- Empty / leaking / missing soap and / or towel dispenser
- Using bar soap or unapproved cloth towels
- No soap or towel are available on the premises but are provided by the end of inspection
- Observed food employee washing hands for approximately four seconds

Exception:

- If soap or paper towels are not available on the premises and are not provided by the end of inspection, subcategories #7 and #98 shall be marked (CLOSURE)

Section 113953

Approved handwashing cleanser and towels or drying device shall be provided in dispensers at or adjacent to, each handwashing facility; dispensers shall be maintained in good repair.

41. HAIR RESTRAINT / OUTER GARMENTS / NAILS / RING(S) (1 point deduction)

This subcategory shall be marked **OUT** of compliance for the following violations:
Examples:

- Food employee observed preparing, serving or handling food or utensils without wearing hair restraints
- Food employee observed with soiled outer garments
- Employee wearing rings (other than a plain wedding band), nail polish, acrylic nails, nails not neatly trimmed while preparing food with no gloves

NOTE: There are three different requirements regarding hair restraints:

1. No hair restraint / cover is required for cashiers, hostesses or other staff who do **NO** more than serve wrapped / prepackaged foods or of persons with no visible hair (ex. shaved head)
2. Hair restraints (pony tail, hair pulled back from face and/or off shoulders) are required of servers, runners, bartenders, waiters and waitresses, as long as they only have limited contact with open foods.
3. Hair restraints and covers (hats, hair nets, etc.) are required of all cooks, chefs, kitchen workers who prepare and handle any aspect of food preparation.

Sections 113969, 113971, 113973

All employees preparing, serving or handling food or utensils shall wear hair restraints, such as hats, hair coverings, or nets that are designed and worn to effectively keep their hair from contacting non-prepackaged food, clean equipment, utensils, linen, and unwrapped single-use articles. All food employees shall wear clean outer clothing to prevent contamination of food, equipment, utensils, linen, and single-use articles. Gloves shall be worn if an employee has cuts, sores, rashes, artificial nails, nail polish, or finger nails that are not clean, neatly trimmed and smooth when contacting food and food-contact surfaces.

42. SHELLFISH TAGS / LABELS – RETAINED 90 DAYS (1 point deduction)

This subcategory shall be marked **OUT** of compliance for the failure to maintain shellfish certification tags/ records for 90 calendar days after the container is emptied.

Additional Violation:

- If oyster warning sign is not posted as required, subcategory #32 shall also be marked
- If shellfish tags / labels are not present with shellfish, subcategory #12 shall also be marked

Section 114039

The identity of the source of shellstock that are sold or served shall be maintained by retaining shellstock tags or labels in chronological order for 90 calendar days from the date the container is emptied.

43. HAZARDOUS MATERIALS / CHEMICALS (MINOR) (1 point deduction)

This subcategory shall be marked **OUT** of compliance for the improper use or storage of pesticides, insecticides, rodenticides, or non-food chemicals that are a low risk to the public's health and safety.
Examples:

- A single chemical in a food or utensil area stored in a container that is tightly sealed with no practical chance of contaminating food, utensils, or food-contact surfaces
- An unlabeled spray bottle in a janitorial area

Section 114254

All poisonous substances, detergents, bleaches, cleaning compounds shall be stored in containers labeled as to contents, hazard, and use. They shall be stored separate from food, utensils, packaging material, and food-contact surfaces.

44. SPOILS AREA (1 point deduction)

This subcategory shall be marked **OUT** of compliance for the lack of a designated spoils area.
Example:

- Unlabeled / damaged food cans are not stored in a designated area separated from food, equipment, utensils, linen, and single-use articles

Section 114055

All returned or damaged food products and food products from which the label has been removed shall be separated and stored in a separate area and in a manner that shall prevent adulteration of other foods and shall not contribute to a vermin problem.

45. INTERIOR PREMISES / LINEN / LIVING - SLEEPING QUARTERS (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations involving storage of non-food related items and for violations related to sleeping and living quarters inside the premises.

Examples:

- Improper storage of recyclable containers
- Electrical cords and hardware supplies are stored on ice machine or food storage shelves
- Clean linen are observed stored with soiled linen
- Storing plants / flowers in the walk-in refrigerator
- Bedding is observed in food storage area
- Non-solid and/or non-self closing door between living quarters and food facility
- Castoff / non-functional or no longer used equipment stored inside the facility

Exceptions:

- Violations relating to storage and use of wiping cloths shall be marked **ONLY** in subcategory #51
- Employee personal items stored in a food storage area shall be marked **ONLY** in subcategory #68

Sections 114185, 114257, 114285, 114286

The interior premises of each food facility shall be free of litter and items that are unnecessary to the operation or maintenance of the facility, such as equipment that is nonfunctional or no longer used. Living or sleeping quarters located on the premises of a food facility shall be separated from rooms and areas used for food facility operations by complete partitioning and solid self-closing doors. Adequate and suitable space shall be provided for the storage of clean linen.

46. ANIMAL / BIRD / FOWL (1 point deduction)

This subcategory shall be marked **OUT** of compliance when animals are observed in the food facility.

Examples:

- Owner's pet cat is in the liquor store
- Service animal in food preparation area
- Non-service animal observed within demarcated outdoor dining area or within non demarcated outdoor dining area with waiter / waitress table service

Section 114259

Live animals may not be allowed in a food facility. Service animals that are controlled by a disabled employee or person may be allowed in areas that are not used for food preparation and that are usually open for customers if the contamination of food, clean equipment, utensils, linen, and unwrapped single-use articles cannot result.

UTENSILS / EQUIPMENT / SHELVING / CABINETS

47. DISREPAIR (1 point deduction)

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

Examples:

- Torn door gaskets and rusty shelves in a refrigeration unit
- Ice build up on the condenser unit in the walk-in freezer
- Missing fan guard at a refrigeration unit
- Condensate pan in the walk-in refrigeration unit is cracked and leaking
- Damaged utensils (knives, spoons, colander, chipped dishes, and glassware)
- Refrigeration unit in disrepair
- Cutting board has deep pits / crevices

Additional Violations:

- Temperature violations resulting from disrepair of equipment, shall also be marked in subcategory #1, #18, or #19, as appropriate
- Food adulteration due to leaking condensate shall also be marked in subcategory #10 or #37, as appropriate

Sections 114175, 114177

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

48. NON-FOOD-CONTACT SURFACES – NOT CLEAN (MINOR) (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations involving the cleanliness of non-food contact equipment, shelving, and cabinets.

Examples:

- Accumulated grease or food debris on the non-food contact surfaces of equipment, shelving, or cabinets
- Dirty fan guards or door gaskets in walk-in refrigerator
- Dirty shelving in refrigeration unit with no direct food contact

Additional Violation:

- If rodents / cockroaches are observed, subcategory #13, #14, #56, or #57 shall also be marked as appropriate

Exceptions:

- Violations related to the cleaning of lights / light shields shall be marked **ONLY** in subcategory #66
- Violations related to the cleaning of hoods shall be marked in subcategory #63
- Violations related to the cleaning of floors, walls, and ceilings shall be marked **ONLY** in subcategory #55

Sections 114115, 114175, 114257

Non-food contact surfaces of equipment shall be kept free of an accumulation of dust, dirt, food residue, and other debris. All food facilities, equipment and utensils shall be kept clean, fully operative and in good repair.

49. STORAGE (1 point deduction)

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

Examples:

- Pots / pans / multi-service dishes stored on the floor
- Table-ware stored in a mop sink
- Handle of approved scooping utensil submerged in bulk food container of beans
- Storing knives in between equipment
- Cases of “to-go” containers stored on the floor or in an unapproved area
- Plates / cups stored in the restroom
- Table-ware preset at outside dining areas without adequate protection
- Storing serving utensils in ice water, in sanitizing solution, or in standing water less than 135°F

Exceptions:

- Cast-off items within the facility shall be marked **ONLY** in subcategory #45
- Cast-off items outside the facility shall be marked **ONLY** in subcategory #71

Sections 114074, 114178, 114179

Cleaned equipment and utensils, laundered linen, and single-use articles shall be stored in a clean, dry location where they are not exposed to splash, dust, or other contamination, and at least 6 inches above the floor. Pre-set tableware shall be protected from contamination by being wrapped, covered, or inverted.

50. UNAPPROVED TYPE / IMPROPER USE / IMPROPER INSTALLATION (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations involving the design / approval, operation / installation of equipment or utensils used in the serving, preparation, storage, transportation or display of food.

Examples:

- Milk crates being used as shelving
- Wrapping utensil handles or equipment with cloth, string, or tape
- Plastic bags being used as sink stoppers in 3-compartment sink
- Utensils are too large to fit in 3-compartment sink
- Using enamel / ceramic / stoneware pots or pans
- Using domestic equipment or utensils
- Re-using single-service food containers for food storage (e.g., soy sauce containers)
- Using a cup or bowl without a handle to dispense bulk food

- Unapproved use of portable propane burner
- Using a beverage-only refrigerator for PHF storage
- Lining shelves with cardboard, aluminum foil, or towels
- New or replacement insect control device not designed to contain insects within the device
- After cleaning & sanitizing, equipment or utensils are dried with cloth
- Food contact surfaces not meeting the requirements of section 114130.3

Additional Violation:

- Food found in unapproved lead glazed utensils shall also be marked in subcategory #37

Exception:

- An insect control device without adequate clearance of food and equipment shall be marked **ONLY** in subcategory #27

Sections 114130-114133

All equipment and utensils shall be designed and constructed to be durable and to retain their characteristic qualities under normal use conditions. All food-related equipment and utensils shall be certified or classified for sanitation by an American National Standards Institute (ANSI) accredited certification program.

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51. WIPING CLOTHS – NOT CLEAN / INADEQUATE SANITIZER / STORAGE (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations involving wiping cloths, (e.g., storage, sanitizing solution).

Examples:

- Storage of a wiping cloth in a bucket with excessively soiled water
- The sani-bucket sanitizer concentration is below the required levels
- Soiled wiping cloth lying on food preparation table
- Same sanitizer bucket is used for storage of wiping cloths used for raw foods of animal origin, and of wiping cloths used for other purposes

Additional Violations:

- A soiled wiping cloth used for sanitization of food-contact surfaces shall also be marked in subcategory #16
- An unapproved cloth used to cover food shall also be marked in subcategory #22
- A piece of cloth used to hold equipment in place shall also be marked in subcategory #47

Section 114185

Wiping cloths, if used repeatedly, shall be held in a sanitizing solution of an approved concentration. Wet cloths used with raw foods of animal origin shall be kept in a separate sanitizing solution. Wiping cloths shall be free of food debris and visible soil.

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52. SANITIZER - IMPROPER CONCENTRATION / TEMPERATURE / SUPPLIES (1 point deduction)

This subcategory shall be marked **OUT** of compliance for inadequate sanitizer level during the warewashing process or for the absence of the sanitizer test kit.

Examples:

- While manual / mechanical warewashing, the sanitizing solution is detectable but does not meet the required level and can be corrected at time of inspection
- The high-temperature mechanical warewashing machine does not meet the required sanitizing temperature, but can be readily adjusted
- The sanitizing test kit is missing or wrong type
- Failure to meet required sanitizer contact time
- Sanitizer for manual warewashing is unavailable but obtained at the end of inspection (no active warewashing at time of observation)

Additional Violation:

- If the mechanical ware washer is not functioning properly, subcategory #47 shall also be marked

Exceptions:

- When sanitizer is not available on-site and the operator is unable to provide approved sanitizer by the end of the inspection, **ONLY** subcategory #16 shall be marked

Training Provided:

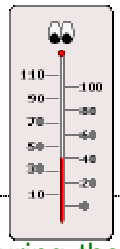
- If the operator / employee is not properly washing and sanitizing utensils, subcategory #87 shall be marked and training shall be provided

Sections 114099, 114107

Sanitization in the warewashing operation shall be accomplished in the final rinse by one of the following methods: 100 ppm (parts per million) available chlorine for 30 seconds; 25 ppm available iodine for 1 minute; 200 ppm quaternary ammonium for 1 minute; contact with hot water of at least 171°F for 30 seconds; or with any chemical sanitizer that meets the requirements of section 178.1010 of Title 21 of the Code of Federal Regulations. Testing equipment and materials shall be provided to adequately measure the applicable sanitization method used during manual and mechanical warewashing.

53. THERMOMETER – REFRIGERATION / PROBE / WAREWASHING (1 point deduction)

This subcategory shall be marked **OUT** of compliance due to violations involving refrigeration, probe, or warewashing thermometers.



Examples:

- Missing / inoperable / inaccurate thermometer in any or all refrigeration units holding PHF
- Missing / inoperable / inaccurate / unapproved probe thermometer
- Thermometer not working at high-temperature warewashing machine

Sections 114099, 114101, 114157, 114159

A temperature measuring device shall be provided and readily accessible for frequently measuring the washing and sanitizing temperatures. A warewashing machine shall be equipped with a temperature measuring device that indicates the temperature of the water as the water enters the hot water final rinse manifold. A thermometer shall be provided for each refrigeration unit and shall be located in the warmest part of the unit. An accurate easily readable metal probe thermometer suitable for measuring temperature of food shall be readily available to the food handler.

WALLS / CEILING / FLOORS

54. DETERIORATED / UNAPPROVED MATERIALS (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations involving walls, ceilings, and floors.

Examples:

- Missing base coving, floor tiles or grout between tiles
- Unapproved floor material (carpet / vinyl tiles) in food areas
- Damaged walls (peeling paint / plaster / not smooth / loose FRP / metal flashing)
- Missing electrical or light-switch cover
- Missing or unapproved type of ceiling panels
- Deteriorated caulking at the wall and sink junction
- Deteriorated floors / walls / ceilings in the walk-in refrigerator(s) (aggregate / gravel exposed)
- Cardboard or unapproved floor boards used on floors
- Holes / cracks in the wall or ceiling that may promote a vermin harborage

Exceptions:

- Open outer doors shall **ONLY** be marked in subcategory #59
- Pass-thru windows that exceed size requirements shall **ONLY** be marked in subcategory #59
- Vermin harborage areas indicative of prior infestation with no active infestation (e.g., nesting material, old droppings) shall **ONLY** be marked in subcategory #55, 56 or #57, as appropriate

Sections 114268, 114271

All floor surfaces, other than the customer service areas, shall be approved, smooth, durable and made of nonabsorbent material that is easily cleaned. Floor surfaces shall be coved at the juncture of the floor and wall with a 3/8 inch minimum radius coving and shall extend up the wall at least 4 inches, except in areas where food is stored only in unopened bottles, cans, cartons, sacks, or other original shipping containers. The walls / ceilings shall have durable, smooth, nonabsorbent, and easily cleanable surfaces.

55. NOT CLEAN **(1 point deduction)**

This subcategory shall be marked **OUT** of compliance when walls / floors / ceilings are not clean.

Examples:

- Accumulated food debris, grease, mold, or dirt on floors, walls, ceilings including inside of walk-in
- Make-up air vent / ceiling vent / ceiling fan accumulated with grease or dust
- Cockroaches (live or dead) / rodent droppings or urine on floors, walls or ceilings

Additional Violations:

- If rodents droppings / dead cockroaches are observed, subcategory #56 or #57 shall also be marked as appropriate

Exception:

- Floors sinks that are not clean shall **ONLY** be marked in subcategory #61

Section 114257

All food facilities shall be kept clean and in good repair.

VERMIN

56. RODENTS – NO ACTIVE INFESTATION / RODENT PROOFING (MINOR) **(1 point deduction)**

This subcategory shall be marked **OUT** of compliance for rodent violations, including rodent proofing, that does not pose an immediate risk to the public's health and safety.

Examples:

- Old rodent dropping with no evidence of active infestation

Additional Violations:

- Ready to eat foods adulterated by rodents shall also be marked in subcategory #10
- Old, dried rodent droppings with no evidence of an active infestation observed shall also be marked in subcategory #16, #48, or #55, as appropriate
- When outer door has a gap at the bottom greater than 1/4", subcategory #59 shall also be marked

Exception:

- When an active infestation is observed, subcategory #13 shall be marked

Section 114259

All food facilities shall be kept free of rodents (rats, mice).

57. COCKROACHES – NO ACTIVE INFESTATION (MINOR) **(1 point deduction)**

This subcategory shall be marked **OUT** of compliance for cockroach violations that do not pose an immediate risk to the public's health and safety.

Examples:

- One live cockroach observed with no other evidence of an infestation
- Cockroaches observed in a utility room with no immediate risk to the public's health and safety
- Dead cockroaches and / or fecal markings with no evidence of active infestation

Additional Violations:

- Ready to eat foods adulterated by cockroaches shall also be marked in subcategory #10
- Dead cockroaches and fecal markings with no evidence of live cockroaches shall also be marked in subcategory #16, #48 or 55, as appropriate

Exception:

- When an active infestation is observed, subcategory #14 shall be marked

Section 114259

All food facilities shall be kept free of cockroaches.

58. OTHER INSECTS (MINOR) **(1 point deduction)**

This subcategory shall be marked **OUT** of compliance for insect violations, other than cockroaches, that do not pose an imminent health hazard to the public's health and safety.

Examples:

- Flies in the delivery staging area only
- Gnats in the warewashing area or around floor sink
- Flies in a pre-packaged food facility
- Ants found on the kitchen floor

Exception:

- Insects (e.g., fruit flies, moths, gnats, beetles, ants) found in food shall be marked **ONLY** in subcategory #37

Section 114259

All food facilities shall be kept free of insects.

59. OPEN DOOR / AIR CURTAIN / NOT FULLY ENCLOSED (1 point deduction)

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

Examples:

- Open doors / pass-thru window left open without fly-exclusion devices
- Missing / torn window screens
- Air curtain ineffective, inoperable, or turned off at open door
- Pass-thru window exceeds size requirements
- Meat market with open front without prior exemption
- Outer door has a gap at the bottom greater than ¼ "

Additional Violation:

- If rodents, flies, or birds are observed as a result of an open door or window, subcategory #13, #15, #46 or #58 shall be marked, as appropriate

Sections 114259, 114266

All food facilities shall be fully enclosed in a building consisting of permanent floors, walls, and an overhead structure that meet the minimum standards. A food facility shall at all times be constructed, equipped, maintained and operated as to prevent the entrance of vermin.

PLUMBING / FIXTURES / EQUIPMENT DRAINAGE

60. SINKS & FIXTURES / SUPPLY LINE - LEAKING / NOT CLEAN / DISREPAIR / UNAPPROVED (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations that involved the conveyance of potable water to sinks and fixtures that are leaking, not clean, in disrepair or unapproved.

Examples:

- Leaking faucet at the ware washing sink
- Dirty sinks / fixtures
- Unapproved rubber hose used as a faucet extension at 3-compartment sink
- Faucet unable to reach all compartments of the sink
- Cracked sink or sink not secured to wall
- Automatic pre-mixing faucet does not stay on for the required minimum 15 seconds
- Back flow prevention device is leaking
- Hose used to clean floor mats is also used to supply water at wok stove faucet
- Leaking water supply line (e.g., inlet valves)

Additional violation:

- If the unapproved hose extension on the faucet at the 3-compartment sink is missing a backflow prevention device and extends below flood rim level of the sink, subcategory #25 shall also be marked

Exception:

- Dirty floor sink shall be marked **ONLY** in subcategory #61

Sections 113953, 114190-114193

All plumbing and plumbing fixtures shall be installed in compliance with local plumbing ordinances, shall be maintained so as to prevent any contamination, and shall be kept clean, fully operative, and in good repair. Any hose used for conveying potable water shall be of approved materials, labeled, properly stored, and used for no other purpose.

61. DRAIN LINE / FLOOR SINK / FLOOR DRAIN – UNAPPROVED DISCHARGE / INSTALLATION / MATERIALS / LEAKING / CLOGGED / NOT CLEAN (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations involving the disposal of liquid waste including floor sinks or floor drains that are clogged but pose a low risk to the public's health and safety.

Examples:

- Refrigerator unit draining to a bucket / floor / pan / exterior
- Drain line without an air gap
- Slow drain / clogged drain at the floor sink in the bar area (not overflowing)
- Unsecured flexible drain line used for discharge from refrigerator
- Drain line is leaking from any sink (e.g., mop sink, hand wash sink)
- Food preparation sink / ice machine drain line is directly connected to the sewer
- Uncapped sewer clean out
- Drain line from condensate pan is leaking in walk-in refrigerator
- Floor sink observed with food debris

Additional Violation:

- A leaking evaporator pan or damaged equipment shall also be marked in subcategory #47

Exception:

- A missing or inoperative backflow prevention device shall be marked **ONLY** in subcategory #25

Sections 114190-114193, 114197

All plumbing and plumbing fixtures shall be installed in compliance with local plumbing ordinances, shall be maintained so as to prevent any contamination, and shall be kept clean, fully operative, and in good repair. Any hose used for conveying potable water shall be of approved materials, labeled, properly stored, and used for no other purpose.

62. NO HOT / WARM WATER (MINOR) (1 point deduction)

This subcategory shall be marked **OUT** of compliance for low risk hot / warm water violations.

Examples:

- Water throughout the restaurant is measured at 110-119°F, chemically sanitizing multi-use utensils (24 hours to abate)
- All **non critical sinks** not meeting the required minimum hot water temperatures (120°F for food prep / mop OR 100°F for handwash sink)
- Water is less than 120°F at a pre-packaged food facility (24 hours to abate)
- Water temperature measured at a **critical** food preparation or mop sink is between 110-119°F or 90-99°F at a **critical** handwash sink
- Manual warewashing solution between 100-110°F (Unless otherwise specified by detergent manufacturer's instruction label)

Exceptions:

- No water / water measured <90°F at a **critical** handwash sink shall be marked in subcategory #26
- No water / water measured <110°F at a **critical** mop / food preparation sink shall be marked in subcategory #26
- No water / water measured <110°F throughout facility shall be marked in subcategory #17

NOTE: A food facility may provide only warm water if the water supply is used solely for handwashing as required by section 113953

Section 114192, 114195

An adequate, protected, pressurized, potable supply of hot water (120°F) and cold water shall be provided at all times.

VENTILATION / LIGHTING

63. HOOD – NOT CLEAN / DISREPAIR / MISSING FILTER(S) (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations with the maintenance of a mechanical ventilation system over food equipment.

Examples:

- Hood filters are missing or improperly installed

- Hood (exterior / interior) has an accumulation of grease
- Hood is not functioning properly
- Hood and make up air are not electronically interlocked
- Make-up air vent is blocked

Section 114149
Exhaust hoods and filters shall be properly installed and maintained in accordance with the Uniform Mechanical Code.

64. VENTILATION – EQUIPMENT USE **(1 point deduction)**
This subcategory shall be marked **OUT** of compliance for the improper use or absence of a hood, or improper hood type.
Examples:
- Grill / broiler is not fully under the canopy-type hood (no 6" overhang)
- Gas rice cooker is not installed under a hood
- Deep fryer installed under a Type II hood instead of a Type I hood
- Table top cooking (e.g., shabu-shabu) observed without required ventilation system

NOTE: High velocity hood may not require 6" overhang.

Section 114149
Mechanical exhaust ventilation equipment shall be provided over all cooking equipment as required to effectively remove cooking odors, smoke, steam, grease, heat be approved by the local building department. Canopy-type hoods shall extend 6" beyond all cooking equipment.

65. VENTILATION – GENERAL **(1 point deduction)**
This subcategory shall be marked **OUT** of compliance for violations related to general ventilation requirements (excluding equipment).
Examples:
- No ventilation system or window in the toilet room / dressing room / food storage
- Un-vented gas water heater (this will be referred to the Gas Co. immediately)

NOTE: Issues concerning ventilation or reasonable condition of comfort for employees should be referred to the local Building Department.

Section 114149
All areas of a food facility shall have sufficient ventilation to facilitate proper food storage and to provide a reasonable condition of comfort for each employee, consistent with the job performed by the employee. Toilet rooms shall be vented to the outside air by a screened openable window, an air shaft, or a light-switch-activated exhaust fan, consistent with the requirements of local building codes.

66. LIGHTING / LIGHT SHIELDS **(1 point deduction)**
This subcategory shall be marked **OUT** of compliance for inadequate lighting or lack of required shatterproof lights or light shields.
Examples:
- Burned-out light bulb in the storage room
- Missing / damaged light shields in food preparation area, refrigerators / display cases
- Light shields with accumulated dust or dead insects
- Missing end caps
- Water inside the light shield of the walk-in refrigeration unit

Section 114252
In every room and area in which any food is prepared, manufactured, processed, or prepackaged, or in which equipment or utensils are cleaned, sufficient natural or artificial lighting. Light bulbs shall be shielded, coated, or otherwise shatter-resistant in areas where there is non-prepackaged ready-to-eat food, clean equipment, utensils, and linen, or unwrapped single-use articles.

TOILETS / DRESSING ROOMS

67. TOILETS / TOILET ROOM – DISREPAIR / INADEQUATE # / DOOR NOT SELF-CLOSING / NOT CLEAN / TOILET TISSUE (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations concerning the toilet facilities.

Examples:

- One of the available toilets is damaged, leaking, clogged or inoperative
- Urinal is missing in toilet room of a facility that has on-site liquor consumption
- Separate men's and women's toilets are not available in a facility that serves alcohol for on-site consumption
- No toilet tissue or missing toilet tissue dispenser
- Door removed or propped open at the toilet room
- Missing or damaged self-closing device
- Unclean toilet facilities

Exception:

- No operable toilets shall be marked in subcategories #9 **(CLOSURE)**; subcategory #98 shall also be marked
- If the facility is unable to provide toilet tissue by the end of the inspection, subcategory #9 shall be marked

Sections 114250, 114276, LA County Code Title 11

Toilet facilities shall be maintained clean, sanitary and in good repair. Toilet rooms shall be separated by a well-fitting self-closing door. Toilet tissue shall be provided in a permanently installed dispenser at each toilet. The number of toilet facilities shall be in accordance with local building and plumbing ordinances. Toilet facilities shall be provided for patrons: in facilities with more than 20,000 sq ft.; facilities offering on-site liquor consumption; and facilities, built after January 1, 2004, that provide space for the consumption of food on the premises.

68. DRESSING ROOM / PERSONAL ITEMS (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations pertaining to dressing rooms, dressing areas, or storage of personal items.

Examples:

- An employee's closed beverage container is placed directly on a food contact surface
- Dressing area is cluttered or unclean
- No dressing room / area is provided as necessary
- Personal care items (e.g., jacket, purse, keys, employee's lunch, medicines, cigarettes, radio / tv) stored in the food preparation / storage area

Exception:

- Violations relating to work apparel shall be marked **ONLY** in subcategory #41 or #45 as appropriate

Section 114256

A separate room, or designated area with lockers shall be provided for employees to change and store their clothing and personal effects. It is to be located so that food, equipment, linen, and single-use articles are protected from contamination. No employee shall store clothing or personal effects in any other area on the premises.

REFUSE / PREMISES / JANITORIAL

69. JANITORIAL – STORAGE AND CONDITION (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations involving the storage and condition of janitorial supplies and equipment.

Examples:

- Improper storage of mops in food preparation area
- Damaged janitorial equipment
- Mop bucket is observed being emptied outside back door of facility

Exception:

- The disrepair of the janitorial sink shall be marked **ONLY** in subcategory #60

Sections 114279-114282

A separate area away from food shall be provided for the storage of cleaning equipment and supplies. A janitorial sink or mop basin shall be provided for general cleaning purposes and for the disposal of mop bucket wastes and other liquid wastes.

70. REFUSE / CONTAINERS (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations involving interior and exterior garbage and rubbish storage containers.

Examples:

- Exterior refuse container lids propped open or missing
- Refuse containers encrusted with waste
- Overflowing / leaking refuse containers
- Cardboard used as a receptacle

Sections 114244-114245

All food waste and rubbish containing food waste shall be kept in leak proof and rodent proof containers and shall be covered at all times. All food waste and rubbish shall be removed and disposed of as frequently as necessary to prevent a sanitation problem.

71. EXTERIOR PREMISES (1 point deduction)

This subcategory shall be marked **OUT** of compliance for violations involving the cleanliness and accumulation of cast-off and litter at the exterior of the building.

Examples:

- Loose trash on the grounds at the exterior premises of the facility
- Cast-off / non-functional equipment stored at the exterior of the facility
- Areas surrounding trash receptacle is filled with trash debris

Exception:

- Violations involving the exterior trash containers shall be marked **ONLY** in subcategory #70

Section 114257

The premises of a food facility shall be free of litter and items that are unnecessary to the operation or maintenance of the facility, such as equipment that is nonfunctional or no longer used.

SECTION IV

SIGNS & PERMITS

72. PUBLIC HEALTH PERMIT

This subcategory shall be marked if the facility lacks and / or fails to post in a conspicuous location, a current Public Health Permit (PHP). This subcategory shall also be marked if the Business Code listed on the PHP is not consistent with the food facility's current operation. An establishment operating without a PHP is subject to an immediate closure.

Any person conducting business as a food facility within Los Angeles County shall procure a public health permit. (LA County Code – Title 8, 8.04.560)

73. INSPECTION REPORT

This subcategory shall be marked if a copy of the most recent routine inspection report is not maintained at the food facility or made available upon request.

A copy of the most recent health inspection report shall be maintained at the facility and made available upon request. (113725)

74. GRADE / SCORE

This subcategory shall be marked if the facility has not properly posted the grade / score card as required by Ordinance #97-0071. This shall not be marked if the city has not adopted the ordinance.

In those cities that have adopted County Ordinance 97-0071), the EHS shall post the letter grade card clearly visible to the general public. It shall remain valid until the county health officer completes the next routine inspection. (LA County Code – Title 8, 8.04.752, 8.04.755)

75. PUBLIC NOTICE

This subcategory shall be marked if a public notice is not posted at the food facility.

The food facility shall post a notice advising patrons that a copy of the most recent routine inspection report is available for review. (113725)

76. MISSING INVOICE COPIES

This subcategory shall be marked if the facility does not have invoice copies to verify source of food products.

Copies of invoices verifying approved source of food products will be made available to the EHS upon request. (Title 17- CCR, 114021, 114029)

77. COUNTY BUSINESS LICENSE (UNINCORPORATED AREAS)

This subcategory shall be marked **ONLY** when the County Business License is not available or posted. A referral shall be made to the County Business License department. When a City Business License is not available or posted, a referral shall be made to the appropriate department, but this subcategory shall not be marked.

A County Business License shall be posted in the unincorporated areas of the County. (LA County Code)

78. SIGNS – HANDWASHING / SMOKING / RESTROOM

This subcategory shall be marked if the required signs are not posted (e.g. Handwashing sign, no smoking sign, etc.). Please contact the local food inspection office to inquire regarding availability of additional signs.

(a) Handwashing signs shall be posted in each toilet room, directing attention to the need to thoroughly wash hands after using the restroom (113953). (b) No smoking signs shall be posted in food preparation, storage, and warewashing areas (113978). (c) Any food facility constructed before 01/01/04 that provides space for on site consumption of food and does not have toilet facilities for public use, shall post a sign stating that toilet facilities are not provided. (114276)

79. VENDING MACHINE – NAME / ADDRESS / PHONE NUMBER

This subcategory shall be marked for vending machines that do not have owners name, address, and telephone number posted (Food and Milk Program).

Each vending machine shall have a sign posted in a prominent place, indicating the owner's name, address, and telephone number. (114145)

80. VENDING MACHINE – RECORD OF CLEANING

This subcategory shall be marked if a cleaning and sanitizing record is not provided and current for at least the last 30 days (Food and Milk Program).

A record of cleaning and sanitizing shall be maintained by the operator in each machine and shall be current for at least 30 days. (114145)

81. NO CONSTRUCTION PLANS SUBMITTED

This subcategory shall be marked if complete plans (drawn to scale) were not submitted prior to construction of the food facility.

A person proposing to build or remodel a food facility shall submit plans for approval before starting any new construction or remodeling of any facility for use as a retail food facility. (114380)

82. SPECIALIZED PROCESS

This subcategory shall be marked OUT if facilities that prepare food products or using a specialized process do not meet an approved defined criteria.
This subcategory shall not be marked N/A or COS without prior Department approval.

Food facilities that prepare or process foods using reduced-oxygen packaging or any configuration that creates anaerobic conditions; or partially cooked food sealed food in any container must meet the defined criteria for this specialized process. (114057)

83. PERSON-IN-CHARGE

This subcategory shall be marked OUT if there is no individual present at the food facility responsible for the operation.

A person in charge shall be present at the food facility during all hours of operation. (113945)

84. DEMONSTRATION OF KNOWLEDGE

This subcategory shall be marked OUT if a food employee is unable to demonstrate food safety knowledge, practices, and principles as it pertains to the task(s) being performed.
This subcategory shall not be marked N/A or N/O without prior Department approval.

All food employees shall have adequate knowledge of and be trained in food safety as it relates to their assigned duties. (113947)

85. HAZARD ANALYSIS CRITICAL CONTROL POINT (HACCP) PLAN

This subcategory shall be marked OUT if a food facility is utilizing a HACCP plan and is unable to provide required documentation.
This subcategory shall not be marked N/A or COS without prior Department approval.

Food facilities may engage in the following activities only pursuant to an HACCP plan: acidification, reduced-oxygen packaging, preserving by smoking, curing, brewing alcoholic beverages, custom processing animals for personal use, and other activities approved by the Department. (114419)

86. VARIANCE DOCUMENTATION

This subcategory shall be marked OUT when the facility is not able to provide variance documentation to support the use of alternative practices or procedures.
This subcategory shall not be marked N/A or COS without prior Department approval.

A written document, signed by the Department, approving a deviation from standard health code requirements shall be maintained at the food facility. (114417)

SECTION V

TRAINING PROVIDED

The Environmental Health Specialist (EHS) is required to provide training under the following circumstances:

- A violation was observed in any of the specified subcategories, and as a result, training was provided
- A complaint was investigated that alleges a violation of any of the specified subcategories
- An employee demonstrated a lack of understanding related to a proper procedure for the task(s) being performed
- The EHS asked employee about a procedure required by law and the procedure was incorrectly explained
- The EHS asked the Person-in-Charge to explain a food safety procedure and the explanation was incorrect

87. SANITIZATION – FOOD-CONTACT-SURFACES
88. HANDWASHING – EMPLOYEE
89. DELIVERY – PROPER INSPECTION OF FOOD
90. COOKING TEMPERATURES
91. COOLING METHODS
92. HOLDING TEMPERATURES
93. THAWING / THAWING METHODS
94. REHEATING
95. OTHER (SPECIFY)

BULLETINS / ADVISORIES DISTRIBUTED TO OPERATOR

96. FOOD FACILITY INFORMATION PACKET

This packet shall be issued to the operator of every food facility upon completion of the first routine inspection of each fiscal year and upon a change in ownership. The date of the Information Packet cover page shall be noted in this section.

97. SUMMARY OF ADVISORY BULLETINS

The Advisory Bulletins (Card stock included in the FOIR) shall be issued at the completion of each routine inspection. Additional Advisory Bulletins shall be issued as they become available.

CLOSURE / ADMINISTRATIVE ACTION

98. SUSPENSION OF PUBLIC HEALTH PERMIT

This subcategory shall be marked when a Public Health Permit is suspended.

99. ADMINISTRATIVE REVIEW / OFFICE HEARING

This subcategory shall be marked when an administrative review / office hearing has been scheduled.

100. REFERRAL- PLAN CHECK

This subcategory shall be marked when the EHS refers the food facility to the Plan Check Program.

101. REFERRAL - OTHER AGENCY OR DEPARTMENT

This subcategory shall be marked when the EHS makes a referral to an outside agency or department, (e.g., Building and Safety, Cal OSHA, etc.)

FOOD PREPARATION - STATUS

102. NO FOOD PREPARATION OBSERVED AT TIME OF INSPECTION

This subcategory shall be marked when the EHS observes no food preparation at the time of inspection.

103. NO PHF

This subcategory shall be marked when the facility does not prepare or handle any type of potentially hazardous foods on the premises.

MISCELLANEOUS

104. LETTER GRADE / SCORE CARD – REPLACEMENT

This subcategory shall be marked at each inspection to verify the condition of the posted letter grade / score card. The letter grade / score card shall be replaced by the EHS when damaged or deteriorated.

105. PUBLIC NOTICE – REPLACEMENT

This subcategory shall be marked at each inspection to verify the condition of the posted public notice. The public notice sign shall be replaced by the EHS when damaged or deteriorated.

106. OTHER

Only to be used as instructed by supervision**.**

107. OTHER

Only to be used as instructed by supervision**.**

VOLUNTARY FOOD DISPOSAL

This section shall be used to document the type and amount of food that was condemned by the EHS or voluntarily disposed.

108. TOTAL

The total amount of food in pounds that was condemned or voluntarily disposed shall be entered in this box.

For clarification on the inspection criteria and grading requirements or for additional information, please contact the local Environmental Health Office.

TRY A SELF-INSPECTION

The following Self-Inspection Report is provided for the food facility operator in performing periodic reviews of their facility to assist them in maintaining the highest standards of sanitation. It follows the exact Food Official Inspection Report that the EHS uses at each visit. The food facility operator / manager is encouraged to assess his / her facility on a regular basis. Three copies of the Self-Inspection are provided to be cut out, copied, and re-used. Following this Guide book…

What would the grade be if an inspection were conducted today?

SELF INSPECTION REPORT

COUNTY OF LOS ANGELES ❖ DEPARTMENT OF PUBLIC HEALTH ❖ ENVIRONMENTAL HEALTH

OUT=Out of Compliance

SECTION I

(POINT VALUE – 6 POINTS FOR VIOLATIONS IN EACH CATEGORY IN SECTION 1 – MAXIMUM POINTS DEDUCTIBLE = 36)

POINTS

OUT			OUT		
		FOOD TEMPERATURES			**FOOD**
	1. Holding of PHF - Multiple Servings (Major)			**10.** Adulterated Food (Major)	
	2. Holding of Pooled Unpasteurized Shelled Eggs			**11.** Highly Susceptible Populations	
	3. Cooking			**12.** Unapproved Source - PHF (Major)	
	4. Reheating				**VERMIN**
	5. Cooling (Major)			**13.** Rodents - Active Infestation (Major)	
		EMPLOYEE HEALTH		**14.** Cockroaches - Active Infestation (Major)	
	6. Disease Transmission – Carrier / Wound (Major)			**15.** Flies – (Major)	
	7. Handwashing – Employee Did Not Wash Hands				**WATER / SANITIZATION**
		SEWAGE		**16.** Clean / Sanitizing – Food Contact Surfaces (Major)	
	8. Sewage Disposal System (Major)			**17.** No Water / No Hot Water – Food Preparation Facility (Major)	
	9. Toilets – No Operable Toilets				

SECTION II

(POINT VALUE – 4 POINTS FOR VIOLATIONS IN EACH CATEGORY IN SECTION II – MAXIMUM POINTS DEDUCTIBLE = 28)

POINTS

OUT			OUT		
		FOOD TEMPERATURES			**FOOD**
	18. Holding of PHF – Multiple Servings (Minor)			**27.** Risk For Contamination	
	19. Holding of PHF – Single Serving (Minor)			**28.** Unapproved Source – Non-PHF (Minor)	
	20. Holding of unpasteurized Raw Shell Eggs			**29.** Reused / Reserved	
	21. Cooling – Improper Method (Minor)				**OPERATIONS**
		FOOD STORAGE		**30.** Hazardous Materials / Chemicals (Major)	
	22. Improperly Covered / Labeled / Elevated			**31.** Employee Practices (Minor)	
	23. Ready to Eat Food – Exposed to Possible Contamination				**CONSUMER PROTECTION**
	24. Food Not Protected From Consumer			**32.** Oyster Warning Signs	
		PLUMBING / FIXTURES		**33.** Labels / Misrepresented – Consumer Foods	
	25. Backflow / Back Siphonage			**34.** Disclosure Notification	
	26. Critical Sink/Fixture (Handwashing / Mop Sink / Food Prep Sink)				**FOOD SAFETY CERTIFICATE**
				35. Valid Food Safety Certification	

SECTION III

(POINT VALUE – 1 POINT VIOLATION FOR EACH SUBCATEGORY IN SECTION III – MAXIMUM POINTS DEDUCTIBLE = 36)

POINTS

OUT		OUT	
	FOOD / METHODS		**VERMIN**
	36. Thawing – Improper Method		**56.** Rodents – No Active Infestation (Minor)
	37. Pure Food / Spoilage (Minor)		**57.** Cockroaches – No Active Infestation (Minor)
	38. Improper Inspection at Delivery / Transportation		**58.** Other Insects (Minor)
	OPERATIONS		**59.** Open Door / Air Curtain / Not Fully Enclosed
	39. Customer Self-Service Utensils		**PLUMBING / FIXTURES / EQUIPMENT**
	40. Dispenser – Disrepair / Unapproved / Supplies / Missing / Time		**60.** Sink and Fixtures / Supply Line – Leaking / Not Clean / Disrepair / Unapproved
	41. Hair Restraints / Outer Garments / Nails / Ring(s)		
	42. Shellfish Tags – Retained For 90 Days		**61.** Drain Line / Floor Sink / Drain-Unapproved Discharge / Installation / Materials / Leaking / Clogged / Not Clean
	43. Hazardous Materials / Chemicals (Minor)		
	44. Spoils Area		**62.** No Hot Water (Minor)
	45. Interior Premises / Linen / Living – Sleeping Quarters		**VENTILATION / LIGHTING**
	46. Animal / Bird / Fowl		**63.** Hood – Not Clean / Disrepair / Missing Filter(s)
	UTENSILS / EQUIPMENT / SHELVING		**64.** Ventilation – Equipment Use
	47. Disrepair		**65.** Ventilation – General
	48. Non - Food Contact Surfaces – Not Clean (Minor)		**66.** Lighting / Light Shields
	49. Storage		**TOILETS / DRESSING ROOMS**
	50. Unapproved Type / Improper Use / Improper Installation		**67.** Toilets / Toilet Room: Disrepair / Inadequate # / Not Clean / Self Closing Device / Toilet Tissue
	51. Wiping Cloths – Not Clean / Inadequate Sanitizer / Storage		
	52. Improper Concentration / Temperature / Missing Supplies		**68.** Dressing Room / Personal Items
	53. Thermometer – Refrigeration / Probe / Warewashing		**REFUSE / PREMISES / JANITORIAL**
	WALLS / CEILING / FLOORS		**69.** Janitorial – Storage & Conditions
	54. Deterioration / Unapproved Materials		**70.** Refuse / Containers
	55. Not Clean		**71.** Exterior Premises

SELF INSPECTION REPORT

COUNTY OF LOS ANGELES ❖ DEPARTMENT OF PUBLIC HEALTH ❖ ENVIRONMENTAL HEALTH

OUT=Out of Compliance

SECTION I

(POINT VALUE – 6 POINTS FOR VIOLATIONS IN EACH CATEGORY IN SECTION 1 – MAXIMUM POINTS DEDUCTIBLE = 36)

POINTS

OUT			OUT		
		FOOD TEMPERATURES			**FOOD**
	1. Holding of PHF - Multiple Servings (Major)			**10.** Adulterated Food (Major)	
	2. Holding of Pooled Unpasteurized Shelled Eggs			**11.** Highly Susceptible Populations	
	3. Cooking			**12.** Unapproved Source - PHF (Major)	
	4. Reheating		**OUT**		**VERMIN**
	5. Cooling (Major)			**13.** Rodents - Active Infestation (Major)	
OUT		**EMPLOYEE HEALTH**		**14.** Cockroaches - Active Infestation (Major)	
	6. Disease Transmission – Carrier / Wound (Major)			**15.** Flies – (Major)	
	7. Handwashing – Employee Did Not Wash Hands		**OUT**		**WATER / SANITIZATION**
OUT		**SEWAGE**		**16.** Clean / Sanitizing – Food Contact Surfaces (Major)	
	8. Sewage Disposal System (Major)			**17.** No Water / No Hot Water – Food Preparation Facility (Major)	
	9. Toilets – No Operable Toilets				

SECTION II

(POINT VALUE – 4 POINTS FOR VIOLATIONS IN EACH CATEGORY IN SECTION II – MAXIMUM POINTS DEDUCTIBLE = 28)

POINTS

OUT			OUT		
		FOOD TEMPERATURES			**FOOD**
	18. Holding of PHF – Multiple Servings (Minor)			**27.** Risk For Contamination	
	19. Holding of PHF – Single Serving (Minor)			**28.** Unapproved Source – Non-PHF (Minor)	
	20. Holding of unpasteurized Raw Shell Eggs			**29.** Reused / Reserved	
	21. Cooling – Improper Method (Minor)		**OUT**		**OPERATIONS**
OUT		**FOOD STORAGE**		**30.** Hazardous Materials / Chemicals (Major)	
	22. Improperly Covered / Labeled / Elevated			**31.** Employee Practices (Minor)	
	23. Ready to Eat Food – Exposed to Possible Contamination		**OUT**		**CONSUMER PROTECTION**
	24. Food Not Protected From Consumer			**32.** Oyster Warning Signs	
OUT		**PLUMBING / FIXTURES**		**33.** Labels / Misrepresented – Consumer Foods	
	25. Backflow / Back Siphonage			**34.** Disclosure Notification	
	26. Critical Sink/Fixture (Handwashing / Mop Sink / Food Prep Sink)		**OUT**		**FOOD SAFETY CERTIFICATE**
				35. Valid Food Safety Certification	

SECTION III

(POINT VALUE – 1 POINT VIOLATION FOR EACH SUBCATEGORY IN SECTION III – MAXIMUM POINTS DEDUCTIBLE = 36)

POINTS

OUT		OUT	
	FOOD / METHODS		**VERMIN**
	36. Thawing – Improper Method		**56.** Rodents – No Active Infestation (Minor)
	37. Pure Food / Spoilage (Minor)		**57.** Cockroaches – No Active Infestation (Minor)
	38. Improper Inspection at Delivery / Transportation		**58.** Other Insects (Minor)
OUT	**OPERATIONS**		**59.** Open Door / Air Curtain / Not Fully Enclosed
	39. Customer Self-Service Utensils	**OUT**	**PLUMBING / FIXTURES / EQUIPMENT**
	40. Dispenser – Disrepair / Unapproved / Supplies / Missing / Time		**60.** Sink and Fixtures / Supply Line – Leaking / Not Clean / Disrepair / Unapproved
	41. Hair Restraints / Outer Garments / Nails / Ring(s)		
	42. Shellfish Tags – Retained For 90 Days		**61.** Drain Line / Floor Sink / Drain-Unapproved Discharge / Installation / Materials / Leaking / Clogged / Not Clean
	43. Hazardous Materials / Chemicals (Minor)		
	44. Spoils Area		**62.** No Hot Water (Minor)
	45. Interior Premises / Linen / Living – Sleeping Quarters	**OUT**	**VENTILATION / LIGHTING**
	46. Animal / Bird / Fowl		**63.** Hood – Not Clean / Disrepair / Missing Filter(s)
OUT	**UTENSILS / EQUIPMENT / SHELVING**		**64.** Ventilation – Equipment Use
	47. Disrepair		**65.** Ventilation – General
	48. Non - Food Contact Surfaces – Not Clean (Minor)		**66.** Lighting / Light Shields
	49. Storage	**OUT**	**TOILETS / DRESSING ROOMS**
	50. Unapproved Type / Improper Use / Improper Installation		**67.** Toilets / Toilet Room: Disrepair / Inadequate # / Not Clean / Self Closing Device / Toilet Tissue
	51. Wiping Cloths – Not Clean / Inadequate Sanitizer / Storage		
	52. Improper Concentration / Temperature / Missing Supplies		**68.** Dressing Room / Personal Items
	53. Thermometer – Refrigeration / Probe / Warewashing	**OUT**	**REFUSE / PREMISES / JANITORIAL**
OUT	**WALLS / CEILING / FLOORS**		**69.** Janitorial – Storage & Conditions
	54. Deterioration / Unapproved Materials		**70.** Refuse / Containers
	55. Not Clean		**71.** Exterior Premises

SELF INSPECTION REPORT

COUNTY OF LOS ANGELES ❖ DEPARTMENT OF PUBLIC HEALTH ❖ ENVIRONMENTAL HEALTH

OUT=Out of Compliance

SECTION I

(POINT VALUE – 6 POINTS FOR VIOLATIONS IN EACH CATEGORY IN SECTION 1 – MAXIMUM POINTS DEDUCTIBLE = 36)

POINTS

OUT			OUT		
		FOOD TEMPERATURES			**FOOD**
	1. Holding of PHF - Multiple Servings (Major)			**10.** Adulterated Food (Major)	
	2. Holding of Unpasteurized Pooled Shelled Eggs			**11.** Highly Susceptible Populations	
	3. Cooking			**12.** Unapproved Source - PHF (Major)	
	4. Reheating				**VERMIN**
	5. Cooling (Major)			**13.** Rodents - Active Infestation (Major)	
		EMPLOYEE HEALTH		**14.** Cockroaches - Active Infestation (Major)	
	6. Disease Transmission – Carrier / Wound (Major)			**15.** Flies – (Major)	
	7. Handwashing – Employee Did Not Wash Hands				**WATER / SANITIZATION**
		SEWAGE		**16.** Clean / Sanitizing – Food Contact Surfaces (Major)	
	8. Sewage Disposal System (Major)			**17.** No Water / No Hot Water – Food Preparation Facility (Major)	
	9. Toilets – No Operable Toilets				

SECTION II

(POINT VALUE – 4 POINTS FOR VIOLATIONS IN EACH CATEGORY IN SECTION II – MAXIMUM POINTS DEDUCTIBLE = 28)

POINTS

OUT			OUT		
		FOOD TEMPERATURES			**FOOD**
	18. Holding of PHF – Multiple Servings (Minor)			**27.** Risk For Contamination	
	19. Holding of PHF – Single Serving (Minor)			**28.** Unapproved Source – Non-PHF (Minor)	
	20. Holding of unpasteurized Raw Shell Eggs			**29.** Reused / Reserved	
	21. Cooling – Improper Method (Minor)				**OPERATIONS**
		FOOD STORAGE		**30.** Hazardous Materials / Chemicals (Major)	
	22. Improperly Covered / Labeled / Elevated			**31.** Employee Practices (Minor)	
	23. Ready to Eat Food – Exposed to Possible Contamination				**CONSUMER PROTECTION**
	24. Food Not Protected From Consumer			**32.** Oyster Warning Signs	
		PLUMBING / FIXTURES		**33.** Labels / Misrepresented – Consumer Foods	
	25. Backflow / Back Siphonage			**34.** Disclosure Notification	
	26. Critical Sink/Fixture (Handwashing / Mop Sink / Food Prep Sink)				**FOOD SAFETY CERTIFICATE**
				35. Valid Food Safety Certification	

SECTION III

(POINT VALUE – 1 POINT VIOLATION FOR EACH SUBCATEGORY IN SECTION III – MAXIMUM POINTS DEDUCTIBLE = 36)

POINTS

OUT		OUT	
	FOOD / METHODS		**VERMIN**
	36. Thawing – Improper Method		**56.** Rodents – No Active Infestation (Minor)
	37. Pure Food / Spoilage (Minor)		**57.** Cockroaches – No Active Infestation (Minor)
	38. Improper Inspection at Delivery / Transportation		**58.** Other Insects (Minor)
	OPERATIONS		**59.** Open Door / Air Curtain / Not Fully Enclosed
	39. Customer Self-Service Utensils		**PLUMBING / FIXTURES / EQUIPMENT**
	40. Dispenser – Disrepair / Unapproved / Supplies / Missing / Time		**60.** Sink and Fixtures / Supply Line – Leaking / Not Clean / Disrepair / Unapproved
	41. Hair Restraints / Outer Garments / Nails / Ring(s)		
	42. Shellfish Tags – Retained For 90 Days		**61.** Drain Line / Floor Sink / Drain-Unapproved Discharge / Installation / Materials / Leaking / Clogged / Not Clean
	43. Hazardous Materials / Chemicals (Minor)		
	44. Spoils Area		**62.** No Hot Water (Minor)
	45. Interior Premises / Linen / Living – Sleeping Quarters		**VENTILATION / LIGHTING**
	46. Animal / Bird / Fowl		**63.** Hood – Not Clean / Disrepair / Missing Filter(s)
	UTENSILS / EQUIPMENT / SHELVING		**64.** Ventilation – Equipment Use
	47. Disrepair		**65.** Ventilation – General
	48. Non - Food Contact Surfaces – Not Clean (Minor)		**66.** Lighting / Light Shields
	49. Storage		**TOILETS / DRESSING ROOMS**
	50. Unapproved Type / Improper Use / Improper Installation		**67.** Toilets / Toilet Room: Disrepair / Inadequate # / Not Clean / Self Closing Device / Toilet Tissue
	51. Wiping Cloths – Not Clean / Inadequate Sanitizer / Storage		
	52. Improper Concentration / Temperature / Missing Supplies		**68.** Dressing Room / Personal Items
	53. Thermometer – Refrigeration / Probe / Warewashing		**REFUSE / PREMISES / JANITORIAL**
	WALLS / CEILING / FLOORS		**69.** Janitorial – Storage & Conditions
	54. Deterioration / Unapproved Materials		**70.** Refuse / Containers
	55. Not Clean		**71.** Exterior Premises

ENVIRONMENTAL HEALTH – DEPARTMENT POLICIES

The following information is provided regarding the procedures that the EHS must follow, based on regulations: Posting Requirements (Grade/Score cards, Public Notice, Notice of Closure); Availability of Inspection Reports; Owner-Initiated Inspection (OII); Food Safety Certification; Certificate of Excellence; Public Health Permit Suspensions; Compliance Assistance; and Environmental Health Complaint Hotline.

POSTING REQUIREMENTS

On January 16, 1998, the Los Angeles County Board of Supervisors adopted Ordinance #97-0071 requiring retail food establishments to post certain information, upon their city's adoption of the ordinance. Failure to post the required signs may result in suspension of the public health permit. **Those retail food facilities whose city has not adopted the ordinance will not be issued any signs.** If you would like to know if your city has adopted the ordinance, please contact the local Environmental Health Office.

Grade/Score cards

A grade (A, B, C) card will be issued to each facility at the end of a routine inspection. The grade issued will be based upon the score received on the Food Official Inspection Report (FOIR). The grading is as follows:

- **"A"** score of 90 - 100
- **"B"** score of 80 – 89
- **"C"** score of 70 – 79

A facility receiving a score less than seventy (70) will be issued a score card and not a grade card. The score card will indicate the actual score received.

The grade / score cards must remain posted until the next routine inspection, at which time a new grade / score card will be issued.

In the event that the grade / score card is stolen, you must notify the local Environmental Health Office. Replacements will be available at the District / Program Office within 24 hours from the date of the request.

All food facilities that have major violations are subject to closure regardless of the score received on the inspection report. Food facilities that score below seventy twice within a twelve (12) month period are subject to closure and the filing of a court case.

Public Notice

A Public Notice is a sign which provides the address and phone number for the local Environmental Health Office. The sign also states: "THE MOST RECENT FOOD INSPECTION REPORT IS AVAILABLE HERE FOR REVIEW UPON REQUEST. ALL PUBLIC HEALTH QUESTIONS / CONCERNS REGARDING THIS FOOD FACILITY SHOULD BE DIRECTED TO THE LOCAL ENVIRONMENTAL HEALTH OFFICE." This sign must remain posted at all times. (California Retail Food Code - Section 113725.1)

Notice of Closure

A Notice of Closure is a sign posted by the inspector after a food facility has been ordered closed. The sign is posted on the entrance of the facility and states the reason(s) for closure. The sign must remain posted until the facility is reopened by this department.

AVAILABILITY OF INSPECTION REPORT(S)

A copy of the most recent routine inspection report shall be maintained at the food facility and made available upon request. A food facility shall post a notice advising patrons that a copy of the most recent routine inspection report is available for review by any interested party. (California Retail Food Code – Section 113725.1)

OWNER-INITIATED INSPECTION (OII)

The owner-initiated inspection gives you an opportunity to improve your food facility's grade or score and is allowed once in a twelve-month period. To have an owner-initiated inspection, the request shall be

made within three business days following the routine inspection. If the facility's Public Health Permit was suspended, the request shall be made within three business days following the re-opening of the facility. The owner/operator shall pay the fee established in Los Angeles County Code, Title 8, within ten (10) calendar days from the date of the original routine inspection at the Environmental Health District / Program Office. Upon confirmation that the inspection fee has been paid, the department shall conduct a new inspection of the facility within ten (10) calendar days of the date payment is made. To determine continued compliance with all applicable regulations, another unannounced routine inspection will be conducted within 30 - 60 days from the date of the OII.

FOOD SAFETY CERTIFICATION

The California Retail Food Code, Section 113947.3, requires each food facility that handles non-prepackaged potentially hazardous food to have an owner or employee who is certified in food safety. The certified person must be employed by the business, but need not be present at all times. In addition, this certified person may not satisfy the requirement for more than one facility. Certification must be renewed by passing an approved examination every five years. A food facility that commences operation, changes ownership, or no longer has a certified owner or employee pursuant to this Section shall have 60 days to comply with this requirement.

CERTIFICATE OF EXCELLENCE

The department has developed an industry recognition program to honor those retail food facilities that consistently exemplify high standards of food safety. The department issues Certificates of Excellence to those retail food facilities that have received three consecutive "A" ratings with no Section I violations or no repeat Section II violations on the Food Official Inspection Report. Section I violations are those violations that may pose an imminent health hazard to the public health and safety. Section I includes, but are not limited to, the following: Food Temperatures (MAJOR); Employee Health; Sewage; Food (Adulteration); Vermin; and Water / Sanitization. Section II violations include: Food Temperatures (MINOR); Food (Risk for Contamination); Food Storage; Operations; Plumbing / Fixtures; Consumer Protection; and Food Safety Certificate.

If you feel that you are eligible for a Certificate of Excellence based on the above criteria, contact the local Environmental Health Office to request a certificate. (An Owner Initiated Inspection shall not be considered as one of the three consecutive "A" ratings. Food facilities located within those cities that have not adopted Ordinance #97-0071 do not qualify for the Certificate of Excellence.)

PUBLIC HEALTH PERMIT SUSPENSIONS

The California Retail Food Code, within the California Health and Safety Code, and the Los Angeles County Code, authorizes the department to immediately close a food facility, without a permit suspension hearing, if an *imminent health hazard* is found. *Imminent health hazard* is defined as a significant threat or danger to health that is considered to exist when there is evidence sufficient to show that a product, practice, circumstance, or event creates a situation that can cause food infection, food intoxication, disease transmission, vermin infestation, or a hazardous condition that requires immediate correction or cessation of operation to prevent injury, illness, or death. This may include, but is not limited to, rodent / cockroach infestation, unsafe food temperatures, sewage contamination, nonpotable water supply or an employee who is a carrier of a communicable disease.

In addition, the department has the authority to conduct a permit suspension hearing with subsequent permit suspension for any major or repeated violations, interference in the performance of the duty of the enforcement officer, scoring below 70, or for a violation of any of the code sections.

COMPLIANCE ASSISTANCE

Assistance with compliance issues is headed by the Environmental Health Ombudsman. The office of the Ombudsman serves as a liaison between Environmental Health and the food service industry, and is supported by the Quality Assurance and Compliance Unit and the Consultation and Technical Services Unit.

The Quality Assurance and Compliance Unit's primary function is to assist industry with problems related to the issuance of grades or scores and/or the inspection process. This unit also ensures that the

department is providing quality and consistent inspections throughout the county. For more information on the services provided, please call (626) 430-5300.

The Consultation and Technical Services Unit provides technical assistance to the food industry and educational outreach to the community at large. In addition, it maintains a presence at the local food industry associations. For more information on the services provided, please call (626) 430-5320.

ENVIRONMENTAL HEALTH COMPLAINT HOTLINE

The "hotline" is an additional tool that may be utilized by restaurant operators, workers or the general public to file complaints or to request answers to questions on inspection policies and procedures. A call to (888) 700-9995 will give you a recorded message asking you to leave your name, telephone number and the nature of your call. It will also let you know how to contact the operator for immediate service in case of an emergency. Environmental Health Specialists will monitor the calls every business day. Inspectors will investigate complaints and will contact the caller with the results. They will also answer questions from restaurant industry personnel about technical issues, regulations, policies and procedures.

For additional information regarding closures, grades / scores of all food facilities, plan check guidelines and many other specialized topics, please visit our website at: www.lapublichealth.org/eh

APPENDIX A

Alhambra Office 1435 W. Covina Parkway, Rm 5 West Covina, CA 91790 (626) 813-3346 FAX: (626) 814-9173	**Inglewood Office** 123 W. Manchester Blvd., Rm 224 Inglewood, CA 90301 (310) 419-5358 FAX: (310) 680-0978	**Santa Clarita Office** (661) 254-9560
Antelope Valley Office 335-A East Avenue K-6 Lancaster, CA 93535 (661) 723-4533 FAX: (661) 948-9354	**Mid-Valley Office** 6851 Lennox Ave, Suite 305 Van Nuys, CA 91405 (818) 902-4460 FAX: (818) 902-4433	**South Bay Office** 122 W. 8th Street San Pedro, CA 90731 (310) 519-6050 FAX: (310) 514-0170
East Los Angeles Office 245 S. Fetterly Ave, Rm 2014 Los Angeles, CA 90022 (323) 780-2272 FAX: (323) 260-5209	**Mid-Wilshire Office** 3530 Wilshire Blvd., 9th Floor Los Angeles, CA 90010 (213) 351-7895 FAX: (213) 351-2787	**Southeast Office** 5850 S. Main St., Rm 2257 Los Angeles, CA 90003 (323) 235-7009 FAX: (323) 231-0029
East Valley Office 1101 W. Magnolia Blvd. Burbank, CA 91506 (818) 557-4187 FAX: (818) 848-2336	**Northeast Office** 3530 Wilshire Blvd., 9th Floor Los Angeles, CA 90010 (213) 351-7892 FAX: (213) 351-2788	**West Office** 6053 Bristol Pkwy, 2nd Floor Culver City, CA 90230 (310) 665-8450 FAX: (310) 348-6402
Hollywood Wilshire Office 3530 Wilshire Blvd, 9th Floor Los Angeles, CA 90010 (213) 351-7893 FAX: (213) 351-2785	**Norwalk Office** 12440 E. Imperial Hwy, Rm 519 Norwalk, CA 90650 (562) 345-6800 FAX: (562) 409-5074	**West Covina Office** 1435 W. Covina Pkwy, Rm 10 West Covina, CA 91790 (626) 813-3380 FAX: (626) 813-3333

PLAN CHECK PROGRAM SERVICE AREAS

Administrative Headquarters **5050 Commerce Dr. Rm. 150** **Baldwin Park, Ca. 91706** **(626) 430 - 5327**	**Lancaster Health Center** **335-A East Avenue, K-6, Rm. 23** **Lancaster, Ca. 93535** **((661) 723 - 4551**	**Metroplex Office** **3530 Wilshire Blvd., 9th Floor** **Los Angeles, Ca. 90010** **(213) 351 - 7352**
South Bay Environmental Health **122 W. 8th Street, Rm. 20-A** **San Pedro, Ca. 90731** **(310) 519 - 6081**	**West Health Center** **6053 Bristol Pkwy. 2nd Floor** **Culver City, Ca. 90230** **(310) 665 - 8483**	**West Valley Health Center** **6851 Lennox Ave., 3rd Floor** **Van Nuys, Ca. 91401** **(818) 902 - 4490**

APPENDIX B

GOVERNMENT AGENCIES WITH RESPONSIBILITY OVER FOOD

Food and Drug Administration (FDA)

The Department of Health and Human Services is responsible for the Food and Drug Administration (FDA). The FDA is the scientific regulatory agency with the responsibility for the safety of all foods except meat, poultry and commercially processed eggs, which are regulated by the United States Department of Agriculture (USDA), and alcoholic beverages containing 7 percent or more alcohol, which are regulated by the Treasury Department's Bureau of Alcohol, Tobacco and Firearms.

United States Department of Agriculture (USDA)

The USDA concentrates on food safety, inspection of meat and poultry plants, nutrition labeling, microbiological monitoring, plant-operated control programs for residues and USDA food safety responsibilities, including meat and poultry inspection and animal production activities, are overseen by the Food Safety and Inspection Service (FSIS). The FSIS derives its authority from the Federal Meat Inspection Act, the Poultry Products Inspection Act, and other laws. These laws are directed at ensuring that meat and poultry products sold for human food are safe, wholesome and accurately labeled, whether produced inside or outside the United States. As a result of restructuring, the agency has increased its science-based orientation, and emphasizes priorities in compliance and labeling areas. FSIS is divided into major program areas, each with a Deputy Administrator.

California Department of Alcoholic Beverage Control

The Department of Alcoholic Beverage Control (ABC) is responsible for administering the provisions of the Alcoholic Beverage Control Act in a manner that protects the health, safety, welfare, and economic well-being of the people of the state. The workload is divided into three elements: administration, licensing, and compliance. There is a Northern division, a Southern division, and twenty four field offices.

California Department of Health Services; Food and Drug Branch (FDB)

The Department of Health Services Food and Drug Branch (FDB) is responsible for assuring that foods, drugs, medical devices, cosmetics, and other consumer products are safe and are not adulterated, misbranded or falsely advertised and that drugs and medical devices are effective.

California Department of Food & Agriculture (CDFA)

The California Department of Food & Agriculture (CDFA) is the enforcement agency that operates under a Federal-State Cooperative Agreement with USDA, which authorizes CDFA inspectors to use federal grade standards for enforcement procedures. The CDFA is responsible for a variety of programs and services throughout the state.

California Department of Fish and Game

The Department of Fish and Game is responsible for protecting, maintaining, restoring, and improving fish and wildlife resources and habitats in conjunction with the development and use of the state's lands and waters. Procedural regulations are prescribed by the Director of the California Department of Fish and Game, the California Fish and Game Commission, and the California Wildlife Conservation Board, under authority granted in Public Resources Code Sections 21000 through 21176 [California Environmental Quality Act of 1970-Div.13 (CEQA)] and the California Administrative Code Sections 15000 through 15203.

Los Angeles County Agricultural Commissioner

The Agricultural Commissioner is the local enforcement agent for CDFA and the Department of Pesticide Regulation (DPR). Commissioners manage programs and agricultural enforcement activities as mandated by the California Food and Agricultural Code and serve as Sealer of Weights and Measures by administering and enforcing the Business and Professions Code.

Los Angeles County Communicable Disease Control

The Department of Acute Communicable Disease Control (ACD) is responsible for the control of acute communicable disease throughout Los Angeles County.