



ENVIRONMENTAL HEALTH

VEHICLE INSPECTION PROGRAM

5050 Commerce Drive, Baldwin Park, CA 91706

Telephone: (626) 430-5500 • Website: <http://www.publichealth.lacounty.gov/eh>



MOBILE FOOD FACILITY INFORMATION PACKET

OPERATIONAL GUIDELINES

These guidelines have been established to assist in the permitting process for a Mobile Food Facility (MFF). The following requirements are extracted from the California Health & Safety Code, California Retail Food Code (Cal Code) and Los Angeles County Code, Title 11.

A Mobile Food Facility (MFF) is any vehicle used in conjunction with a commissary or other permanent food facility upon which food is sold or distributed at retail. A MFF does not include a transporter used to transport packaged food from a food facility, or other approved source to the consumer.

A Mobile Support Unit (MSU) is a vehicle, used in conjunction with a commissary that travels to, and services, MFFs as needed to replenish supplies, including food and potable water, clean the interior of the unit, or dispose of liquid or solid wastes.

Independent Wholesale Delivery Truck (IWDT) is a vehicle from which food or food products are sold or kept for sale at wholesale or distribution to the retailer.

A. ADMINISTRATIVE

1. PERMITS

All vehicles shall have a valid Los Angeles County Public Health Permit in order to operate legally in Los Angeles County. The permit shall note the specific vehicle license plate number and the name of the current registered owner of the MFF. A valid DMV registration, if applicable and a [valid identification](#) for each owner are required to obtain a public health permit. If the owner is a Corporation, a Limited Liability Company, or a Limited Partnership, either domestic or foreign, a current copy of the corporate documents, including but not limited to the Statement by Domestic Stock Corporation and the Articles of Incorporation, must be submitted to the Department. The health permit shall be posted or otherwise maintained within the vehicle at all times.

2. COMMISSARY

All MFFs shall operate from a commissary, a MSU, or other approved facility. A commissary is a food facility that services MFFs, and MSUs; where food, containers, or supplies are stored; food is prepared or prepackaged for sale or service at other locations; utensils are cleaned; liquid and solid wastes are disposed of; and potable water is obtained. See Commissary Lists for MFFs. A restaurant or market may also act as a commissary when approved by this agency.



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MFFS AND ANY TYPE OF FOOD PRODUCT INTENDED FOR SALE OR DISTRIBUTION MAY NOT BE STORED AT A HOME OR OTHER UNAPPROVED LOCATION.

Owners of MFFs shall provide the following:

- A written contract signed by the commissary owner stating that the MFF shall be stored and serviced at that location.
- A completed copy of the Verification of MFF Storage (attachment?)

A permit shall not be issued, until the commissary location is approved by this Department. This Department conducts random inspections for verification of ongoing commissary use.

3. MINIMUM STANDARDS OF KNOWLEDGE IN FOOD SAFETY

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 non-prepackaged potentially hazardous food, must comply with the following:

- The owner or an employee must successfully pass an approved and accredited food safety certification examination. The certification is valid for five years from the issue date. There shall be at least one food safety certified owner or employee at each food facility. No certified person at a food facility may serve at any other food facility as the person required to the food safety certification; and
- All other food handlers must obtain a food handler card from a food protection manager certification organization. Each food handler shall maintain a valid food handler card for the duration of his/her employment as a food handler. The certification is valid for three years from the issue date.

4. WRITTEN OPERATIONAL PROCEDURES

The permit holder of an unenclosed MFF handling non-prepackaged food shall complete the Written Operational Procedures for food handling and the cleaning and sanitizing of food contact surfaces and utensils. The enforcement agency shall review and approve the procedures prior to implementation. An approved copy of the written procedures shall be kept on the MFF during periods of operation.

BUSINESS LICENSES

Owners shall obtain the necessary business permits from the local City Hall or County Business License office prior to operating. Local cities may have restrictions regarding sales from vehicles. All vehicles are to display a current Public Health Permit and a current certification decal.



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5. IDENTIFICATION

The business name or name of the operator, city, state, zip code and the name of the permittee, if different from the name of the food facility, shall be legible, clearly visible to patrons, and permanently affixed on the customer side of the MFF and MSU. The name shall be in letters at least three inches high and shall be of a color contrasting with the vehicle exterior. Letters and numbers for the city, state, and zip code shall not be less than one inch high. Motorized MFFs and MSUs shall have the required identification on two sides.

7. TOILET FACILITIES

- A truck doing business at one spot for more than one hour must operate within 200 feet of an approved restroom.^{1,2}
- The restroom has warm water (100°F-108°F), single use soap, single use towels, and a trash container.
- A truck that temporarily closes and stops doing business for 15 minutes within the one (1) hour period is assumed to be operating for less than one hour, and is not subject to the restroom requirement. But, the operator/employees must:
 - Stop food handling and properly store all pre-packaged and unpackaged food.
 - Post in plain view at the service window, the closed for business sign, the time of closure, and the time the business shall resume.
 - Exit and remain off the truck for the minimum 15 minutes.
- A truck that changes place before the one-hour period is not subject to the restroom requirement, but must assure that:
 - The new spot is not within one half mile of the prior spot, or the new spot caters to a community of customers that are separate from the prior spot; and
 - The truck does not return to the prior business spot within 15 minutes of departing.

8. CERTIFICATION INSPECTION

The owner/operator of a MFF or MSU shall obtain an annual certification inspection from the county health officer. The enforcement agency shall initially approve all MFFs and MSUs as complying with California Health and Safety Code Chapters 1-8, inclusive, 10 and 13. The county health officer shall then issue a certification sticker which shall be affixed to the MFF or MSU. The sticker shall be valid during the fiscal year corresponding to the MFF or MSU's current public health operating permit. Failure to secure an annual certification sticker shall result in a suspension or revocation of the public health license or permit. (Ord. 2010-0045 § 9.2010, Los Angeles County Code Title 8, Section 8.04.595)



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B. GENERAL OPERATIONAL REQUIREMENTS FOR MFFS

1. All food handlers shall wash their hands with soap & warm water before beginning to handle or prepare food, and also after visiting the toilet.
2. All food handlers/operators shall wear clean outer garments and keep themselves clean at all times while engaged in handling food, utensils, or food contact equipment. Gloves shall be worn if the employee has any cuts, sores, rashes, artificial nails, nail polish, and rings. All food handlers shall wear approved hair restraints (i.e. hair net, cap). The use of tobacco in any form is prohibited within the food preparation area.
3. Except on MFFs, which only utilize the water for handwashing, a water heater capable of heating the water to a minimum of 120°F shall be provided. On a MFF that only utilizes water for handwashing, a water heater capable of heating water to a minimum of 100°F, not to exceed 108°F, shall be provided.
4. All potentially hazardous foods shall be maintained at or above 135°F or below 41°F. An accurate thermometer shall be provided to facilitate the checking of food temperatures. Potentially hazardous foods held at 135°F shall be destroyed at the end of the operating day.
5. 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; shall have been obtained from an approved source; and shall be protected from dirt, vermin, unnecessary handling, droplet contamination, and overhead leakage. Condiments shall be prepackaged or placed in approved dispensing devices.
6. All perishable pre-packaged food that is prepared on the vehicle or at a commissary shall be properly labeled in English. The label shall include the following information:
 - Common name of the food
 - List of ingredients in descending order
 - Accurate declaration of quantity
 - Name and address of manufacturer
7. All foods shall be obtained from an approved source. Invoices may be requested to verify approved source.
8. Ice used for cooling shall not be used for human consumption.



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9. Single-service utensils such as forks, spoons, napkins, straws, etc., shall be stored in a manner that protects them from contamination, e.g. forks and spoons shall have only the handles exposed.
10. All food contact surfaces and utensils shall be cleaned and sanitized throughout the day at least every 4 hours. All food facilities in which food is prepared or in which multi-service utensils and equipment are used shall provide manual methods to effectively clean and sanitize utensils as specified in Section 114099.
11. Approved sanitizing chemicals and respective test strips shall be available at all times during the operation.
12. All potable water tanks and waste water tanks shall be thoroughly flushed and sanitized during the servicing operation.
13. Cleaning supplies shall be stored in an area away from all food and food equipment.
14. Wiping cloths which are in use shall be kept in a sanitizing solution. Working containers of sanitizer solutions shall be stored so as to prevent food contamination.
15. An adequate number of easily cleanable containers for refuse disposal shall be provided. All refuse shall be removed and disposed of in a sanitary manner as frequently as may be necessary to prevent the creation of a nuisance.
16. Any discharge of wastewater onto the surface of the ground is strictly prohibited. Waste tank outlets shall be maintained closed, tightly capped and in good repair. All wastewater generated by the vehicle shall be disposed of at an approved commissary or other approved facility.

C. FULL FOOD PREPARATION

1. Full food preparation shall be conducted in a fully enclosed MFF.
2. A Standard Operating Procedure (SOP) shall be kept on the MFF. A SOP shall contain the following information
 - Hazard Identification
 - Emergency Equipment
 - Location of Fire Extinguisher(s) and First Aid
 - Emergency Procedures
 - Employee Training
 - Waste Disposal Procedures



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- Self-Inspection Procedures
 - Maintenance Log
3. Thawing of foods shall be performed by one of the following approved methods:
 - Under refrigeration
 - Under running potable water for a period not to exceed 2 hours at 70°F (this option is recommended for the commissary only)
 - Microwave
 - As part of the cooking process
 4. All food not intended for self-service, shall not be accessible to the customer, i.e. warming oven and outside refrigeration.
 5. All windows, door and other openings shall be in good repair and provided with screens or flaps to prevent the entrance of flies. Pass through windows shall be closed when not in use. Self-closing screens are required to be attached to the exterior of all pass through openings.
 6. The door to the food preparation area shall be self-closing and shall be maintained closed.
 7. Aisle space shall be unobstructed at all times. Foods and food supplies shall be maintained off of the floor.
 8. Food, food supplies or personal items shall not be stored in or under the sinks. Personal item shall not be stored in food compartment of the vehicle.
 9. MFFs serving raw oysters shall comply with requirements outlined in the Health Advisory Bulletin.
 10. Sanitizer solution shall be readily available

D. LIMITED FOOD PREPARATION

1. Limited food preparation may be conducted in an unenclosed MFF or a fully enclosed MFF.
2. All potentially hazardous food shall be cooked to order. Hot holding of potentially hazardous food for later use is not approved with the exception of steamed/boiled hot dogs, tamales, and roasting of corn on the cob.
3. All raw ingredients shall be washed, peeled, sliced and prepared in advance, at the commissary.



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4. Food handling shall be conducted within the approved food compartment.
5. Utensils shall be washed, rinsed, and sanitized in an approved manner depending on the food operation.
6. Warewashing shall be performed within the 3-compartment sink.

E. PREPACKAGED FOOD

1. All food items i.e. candy shall be from an approved source. Do not sell Lead tainted candy.
2. Peeling or slicing of fruits shall only be conducted at the commissary or other approved facility.
3. Scooping, i.e. ice cream, icees, ice, shall only be conducted in an approved MFF.
4. Prepackaged food shall not be stored in direct contact with ice or water if the food is subject to the entry of water because of the nature of its packaging, wrapping, container, or it's positioning in the ice or water.
5. MFFs approved for the sale of produce and prepackaged food shall not store or sell potentially hazardous food unless an approved refrigeration system is installed. (Plan submittal required)

F. MSU (MSU)

1. When used in conjunction with an offsite commissary, the MSU shall be equipped with approved equipment to maintain food at the required temperatures.
2. Hoses for potable water transfer shall not come into contact with the floor or the ground.
3. All food storage compartments on a MSU used in conjunction with an off-site commissary shall be permanently affixed to the MSU. The food compartments shall be properly labeled and not used for storage of cleaning supplies, soiled rags, etc.
4. The MSU shall be used per the approved plan. For example, MSU's without a sink cannot service MFFs without sinks.

¹ as measured from the food truck to the entrance of the structure in which the restroom facilities are located.

² for operators who secure advanced access to restroom facilities, as documented by a fully-executed agreement between the operator and the owner of the restroom facility, the distance requirement shall be extended to 300 feet.