

**HENRY COUNTY HEALTH CENTER  
REGULATION NO. 98-1  
REGULATING THE  
OPERATION OF FOOD ESTABLISHMENTS  
AND RETAIL FOOD STORES  
AND PROVIDING FOR ENFORCEMENT  
IN THE COUNTY OF HENRY, STATE OF MISSOURI**

**PURPOSE:**

To establish up-to-date sanitation standards for food-service establishments and retail food stores designated in section 196.010 and 196.190, RSMO and Missouri regulation 19 CSR 20, using the most current recommendations of the Association of Food and Drug Officials, the Food and Drug Administration and the Missouri Department of Health and Senior Services.

**AUTHORITY:**

This regulation is enacted pursuant to Section 192.300, RSMo, which provides, in part, as follows:

The county commissions and the county health center boards of the several counties may make and promulgate orders, ordinances, rules or regulations, respectively as will tend to enhance the public health and prevent the entrance of infectious, contagious, communicable or dangerous diseases into such county, but any orders, ordinances, rules or regulations shall not be in conflict with any rules or regulations authorized and made by the department of health and senior services. . . [t]he county commission or county health board of any such county has full power and authority to initiate the prosecution of any action under this section.

**Section 1. DEFINITIONS**

As used in this regulation the following words and phrases have the following meaning:

**1.1. Environmental Public Health Specialist (EPHS).** A Person who has graduated from an accredited four year college with major specialization in one or a combination following: biology, chemistry, bacteriology, food science, soil science, sanitary service, or environmental health (or years of experience in qualifying areas may be substituted for deficiencies in the stated education) and taken courses and training required by the Missouri Department of Health and Senior Services.

**1.2. Code.** Henry County Food Service Regulations, attached hereto as Exhibit A, which are based on the current Missouri Department of Health and Senior Services Regulations and the most recent Food Code of the United States Public Health Service - Food and Drug Administration.

**1.3. HCHC.** Henry County Health Center.

**1.4. Food Establishment.** An operation that stores, prepares, packages, processes, serves, vends, or otherwise provides food for sale for human consumption, with these exceptions:

- A. A produce stand that offers only whole, uncut, fresh fruit and vegetables.
- B. A kitchen in a private home if only food that is not potentially hazardous is prepared for sale or service at a function such as a religious or charitable organization's bake sale and if the consumer is informed by a clearly visible placard at the sale location that the food is prepared in a kitchen that is not subject to inspection.

**1.5. County Health Officer.** The Administrator of the Henry County Health Center.

**1.6. Mobile Food Vendor.** A vehicle-mounted food service vendor designed to be readily moveable. A mobile food vendor at a fixed location for more than 14 consecutive days or at anything other than a single event is not considered a Temporary Food Vendor.

**1.7. Permit.** A written authorization issued by the Henry County Health Center which authorizes the operation of a Food Establishment or vendor.

**1.8. Person.** An association, corporation, individual partnership, other legal entity, government, or governmental subdivision or agency.

**1.9. Potentially Hazardous Foods.** A food that is natural or synthetic and is capable of supporting rapid and progressive growth of infectious or toxigenic microorganisms.

**1.10. Retail Food Store.** Any establishment or section of an establishment where food and food products are offered to the consumer and intended for off-premise consumption. The term includes delicatessens that offer prepared food in bulk quantities only.

**1.11. Seasonal Food Vendor.** A food vendor that operates for a period of less than 30 days per six months.

**1.12. Temporary Food Vendor.** A food vendor that operates for a period of less than 14 consecutive days in conjunction with a single event or celebration.

**1.13. Other Definitions.** All other definitions as listed in the most current Food Code of the United States Public Health Service - Food and Drug Administration and the most current recommendations of the Association of Food and Drug Officials are adopted for use in enforcement of this regulation.

## **Section 2. PERMIT APPLICATIONS**

**2.1. Requirements.** A Person may not operate a Food Establishment without a valid Permit to operate issued by HCHC.

## **2.2. Applications.**

- A. An applicant shall submit an application for a Permit at least thirty (30) calendar days before the date planned for opening a new Food Establishment.
- B. A Person desiring to operate a Food Establishment shall submit to HCHC a written application for a Permit on a form provided by HCHC.

## **Section 3. ISSUANCE OF PERMITS**

**3.1. New, Converted, or Remodeled Establishments.** HCHC may issue a Permit to an applicant after applicant has completed and submitted the following:

- A. a properly completed application;
- B. the required fee pursuant to Section 5 of this regulation;
- C. the required plans specifications and information for review and approval;
- D. proof of approval from the appropriate regulatory agencies; and
- E. a preoperational inspection, which must show that the establishment is built and/or remodeled in accordance with the approved plans specifications and that the establishment is in compliance with the Code and this regulation.

HCHC shall issue a Permit to the applicant if its inspection reveals that the proposed Food Establishment complies with the requirements of the Code and this regulation. The Food Establishment shall receive a priority rating of High, Medium, or Low according to the Public Health Food Service Establishment Priority Assessment guidelines as stated by the Department of Health and Senior Services in the Environmental Health Operational Guidelines. Food Establishments shall have at least one employee on duty during all hours of operation that has successfully completed an approved food safety training course.

**3.2. Existing Establishments, Permit Renewal and Change of Ownership.** HCHC may renew a Permit for an existing Food Establishment or may issue a Permit to a new owner of an existing Food Establishment after a properly completed application is submitted, reviewed and approved, the fees are paid, and the current inspection shows that the establishment is in compliance with the Code and this regulation.

**3.3. Temporary Food Vendor.** HCHC may issue a Permit for a Temporary Food Vendor after a properly completed application is submitted, reviewed and approved and the fees are paid. An on-site inspection may be conducted at the discretion of the EPHS.

**3.4. Permits Not Transferable.** A Permit may not be transferred from one Person to another Person, from one Food Establishment to another, or from one type of operation to another.

**3.5. Denial of Application for Permit – Notice.** If an application for a Permit to operate is denied, HCHC shall provide the applicant with a notice that includes:

- A. The specific reasons and or Code violations supporting the Permit denial;
- B. The actions, if any, that the applicant must take to qualify for a Permit; and
- C. A description of the applicant’s right of appeal, the appeal process, and time frames for appeal that are provided for under this regulation.

**3.6 Permit Period.** A Permit issued pursuant to this regulation shall be valid for the period requested in the application.

**Section 4. RESPONSIBILITIES OF THE PERMIT HOLDER**

**4.1. Requirements for Retaining Permit.** Upon acceptance of the Permit issued by HCHC, the Permit holder shall:

- A. Post the Permit in a location in the facility that is conspicuous to consumers;
- B. Comply with the provisions of the Code, regulations, rules and orders of HCHC and shall operate the Food Establishment in accordance to the Code and this regulation, including the conditions of any granted variance and approved plans as specified in this regulation;
- C. Comply with applicable state regulations including without limitation, 19 CSR 20-1.025;
- D. Sign the acknowledgment of receipt of inspection findings;
- E. Immediately contact HCHC to report a communicable illness of an applicant or employee with the following diseases:
  - Hepatitis A
  - Salmonella
  - Shigella
  - Norwalk
  - Escherichia Coli

as specified in the current Food Code for the State of Missouri;

- F. Immediately discontinue operations and notify HCHC if an imminent health hazard may exist;
- G. Comply with directives of HCHC including time frames for corrective actions specified in inspection reports, notices, orders, warnings, and other directives issued by HCHC or the Department of Health and Senior Services in regard to the Permit holder's Food Establishment or in response to community emergencies
- H. Accept notices issued and served by HCHC according to this regulation;
- I. The Permit holder shall be the Person in charge or shall designate such a Person and shall assure that the Person in charge or designated Person in charge is present at the Food Establishment during all hours of operation. The Person in charge or designated Person(s) in charge must attend food handler's training annually and/or have a Food Handler Card (as defined in Section 4.2 of this regulation); and
- J. Allow representatives of HCHC, bearing proper credentials and identification, access to the Food Establishment for the purpose of inspection and investigation in accordance with this regulation.

**4.2. Basic Food Sanitation Card ("Food Handler Card").** A document provided by the HCHC when a Person provides evidence of satisfactory completion of a Basic Food Safety Sanitation Course offered by the HCHC on its web site and in the classroom and has successfully passed an examination provided by the HCHC on its web site. The Food Handler Card shall be renewed every three (3) years.

- A. *Food Handlers, Food Handler Card Required.* No Person shall prepare, handle, or dispense food for human consumption, or come into contact with food or food preparation utensils, at any Food Establishment, unless that Person has applied for and obtained a Food Handler Card from HCHC within sixty (60) days of commencement of employment or operation of a Food Establishment.
- B. *Food Handler Card, Standards.* The issuance of Food Handler Cards shall be governed by the standards imposed by the HCHC as to fee, required training, and duration that is in effect at the time of application.
- C. *Food Handler Card, Disposition and Display.* Each holder of a Food Handler Card required under this section shall keep said Food Handler Card on his or her person at all times while working in a Food Establishment.
- D. *Food Handler Card, Failure to Produce.* Failure of any Person to produce a valid Food Handler Card upon the demand of the County Health Officer

shall be presumptive evidence that such Person is not a permitted food handler.

- E. *Food Establishment Operator Not to Permit Violation.* No holder of a Permit to operate a Food Establishment shall allow any Person to prepare, handle, or dispense food for human consumption, or come into contact with food or food preparation utensils, unless that Person has applied for and obtained, within sixty (60) days of commencement of employment or operation of the establishment, a Food Handler Card from HCHC.
- F. *Food Establishment Operator, Maintenance of Listing Required.* Each Permit holder shall maintain a listing of all Food Establishment employees who possess Food Handler Cards. This listing shall be updated at least once every three months.

## **Section 5. FEES**

**5.1. Permit Fees.** Permit fees will be collected at the time the Permit is issued. The Permit fee will include the cost of annual inspection. Fee schedule is as follows.

- A. Food Establishments - per year:
  - High Priority \$100.00
  - Medium Priority \$75.00
  - Low Priority \$50.00
  - Catering-per year \$50.00
- B. Seasonal permit - per six months \$40.00
- C. Temporary permit - per event \$20.00

**5.2. Training Fees.** HCHC shall charge a training fee of \$10.00 per Person per year for training employees and charge Persons, plus a charge may be made for the cost of materials and supplies.

- A. *Individual Training.* At the request of the owner/manager, HCHC will provide special on-site training for employees for a fee of \$100.00 plus \$10.00 per Person per year.

**5.3. Additional Inspection Fees.** Following any regular inspection, an additional fee of \$25.00 will be charged on the First follow-up inspection. If more than one follow-up inspection is required a \$50.00 fee will be charged for each inspection. In addition, a \$25.00 fee will be charged for each written complaint that is subsequently substantiated by an inspection.

**5.4. Amount of Fees.** The amount of fees shall not be more than the cost of administering this regulation.

**Section 6.     RESPONSIBILITIES OF HCHC**

**6.1. Copy of Regulation.** At the time a Permit is issued, HCHC shall provide to the Permit holder one copy of the Code and the regulation so the Permit holder is notified of the compliance requirements and the conditions of retention.

**6.2. Training.** HCHC shall schedule food handler training classes at such times to make them available to all food service and retail food staff. Training classes will be held at least quarterly during regular office hours. Requests for sessions at other times may be made to the County Health Officer or EPHS.

**Section 7.     INSPECTIONS**

**7.1. Inspections Conducted By.** All inspections shall be conducted by an EPHS of the HCHC.

**7.2. Inspections Conducted When.** The frequency of Food Establishment inspections shall be determined according to public health priority, which is calculated using the Food Establishment Public Health Priority Assessment Worksheet. Food Establishments in the high-risk category should be inspected on a more frequent basis than medium risk facilities, which in turn, should be inspected on a more frequent basis than low risk facilities. The priority schedule is as follows:

- High Priority:**            Inspection 2 times per year (6 months)
- Medium Priority:**       Inspection every twelve (12) months
- Low Priority:**            Inspection every twelve (12) months

Additional inspections of Food Establishments shall be performed as often as necessary for the enforcement of this regulation. HCHC shall inspect a food establishment at least annually. Frequency of complaint and compliance inspections will be determined by HCHC.

*There will be no advance notification of inspections. All inspections will be unannounced.*

**Section 8.     RESTRICTION OR EXCLUSION FROM FOOD HANDLING**

**8.1. Restriction or Exclusion.** Any food handler who tests positive for a communicable disease shall be restricted or excluded from a food handling procedure until the disease is no longer in the communicable stage.

- A. *Release from Restriction or Exclusion.* The determination that the communicable stage has lapsed shall be confirmed by the nursing staff of HCHC in accordance with the Missouri Department of Health and Senior Services, "Policy and Procedure Manual for General Communicable Disease." HCHC nursing staff shall consult with Missouri Department of Health – Northwest District consultants at their discretion.

## **Section 9. CLOSURE**

**9.1. Automatic Closure.** Any Food Establishment that has at least 6 Critical Items indicated on the inspection sheet shall automatically cease operations until such time as the critical items are determined, by re-inspection, to be corrected. A "Critical Item" shall be defined as a provision of state regulations, the Code or this regulation, noncompliance with which "is more likely than other violations to contribute to food contamination, illness, or environmental health hazard." See Chapter 1-201.10(B)(17) of the Food and Drug Administration 1999 Food Code, as adopted pursuant to 19 CSR 20-1.025.

**9.2. Other Closure.** Any Food Establishment that is found to have a condition or situation that is an imminent public health hazard shall be required to cease operations until the condition or situation is corrected.

**9.3. Re-Inspection.** Re-inspection will be done within 24 business hours of HCHC's receipt of notification from the Permit holder that Critical Items or imminent public health hazards have been corrected.

**9.4. Re-Training.** The Permit holder and all employees of a food service or retail food establishment that is served an automatic closure order shall renew their basic food handlers training.

## **Section 10. ENFORCEMENT**

**10.1. Notice of Violation.** HCHC shall serve any Person found to be violating any provision of this regulation with a written notice, via certified mail, or in person, stating the nature of the violation and indicating a mandated time limit for the satisfactory correction thereof. HCHC shall provide a minimum of 15 days notice, except when immediate or automatic closure is warranted pursuant to Section 9 of this regulation. The offender shall, within the period of time stated in such notice, permanently cease all violation.

**10.2 Continued Violation.** Any Person who shall continue a violation of this regulation beyond the time limit provided in Section 10.1 shall be subject to revocation of his or her Permit or Food Handler Card, as applicable. Upon revocation of any Permit, the holder of the revoked permit shall cease operation of the Food Establishment. Thereafter, HCHC shall require such permit holder to apply for a new permit and to complete all of the requirements of a new application under Section 3.1 of this regulation before resuming operation of a Food Establishment.

**10.3. Violation of Provisions.** Any Person violating any of the provisions of this section shall become liable to HCHC for any expense, loss or damage incurred by HCHC by reason of such violation.

## **Section 11. APPEALS**

**11.1. Appeal Hearings.** Any Person aggrieved by a decision of HCHC may appeal to the Henry County Health Center Board of Trustees by filing a written application with the

County Health Officer within thirty (30) days after being notified of the decision. Appeal hearings to the Board of Trustees shall be conducted in accordance with the Board's adopted rules and procedures.

**Section 12. INJUNCTION**

12.1. HCHC shall file a petition in the Circuit Court of Henry County, Missouri seeking an order enjoining a Person from operating a Food Establishment within the jurisdiction of HCHC without a Permit in violation of this regulation.

**Section 13. MOST STRINGENT PROVISION APPLIES**

13.1. To the extent that the requirements of the Code and this regulation are more stringent than the provisions of applicable state regulations, then the Code and this regulation shall apply.

**Section 14. SEVERABILITY**

14.1. If any section, clause, or phrase of this regulation is, for any reason, held to be invalid by any court of competent jurisdiction, such decision shall not affect the remaining portions of this regulation or the Code.

**Section 15. AMENDMENTS**

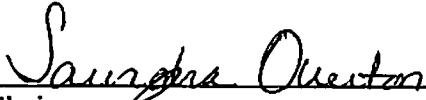
15.1. This regulation may be amended at any time pursuant to RSMo 192.300.

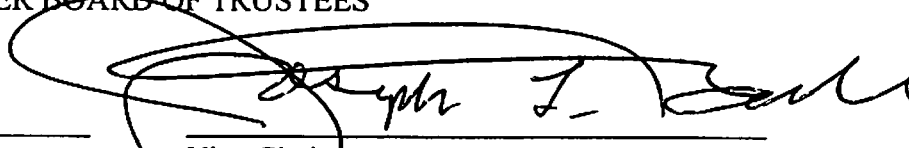
It is hereby ordered that all provisions of this regulation regulating food service and retail food establishments; Regulation No 98-1; and any rules and regulations connected therewith, be printed and available for distribution to the public in the office of the County Clerk, and this order shall be published in the Daily Democrat for three successive weeks, not later than 30 days after date of this order.


Revised and Amended:

HENRY COUNTY HEALTH CENTER BOARD OF TRUSTEES

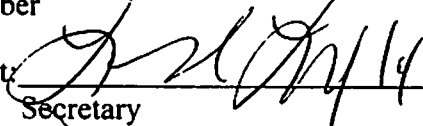
BY:


  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Vice-Chair

  
\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

Attest:   
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
Treasurer



## Henry County Environmental Health

### Food Regulations

#### FOOD SOURCE

1. All foods must come from approved sources.
2. No home canned foods.
3. Garden fresh vegetables are acceptable if washed properly.
4. Ground bearing fruits (berries, melons) should be sanitized in a well diluted chlorine bath.

#### CONTAINERS/LABELS

1. All containers must be labeled on the outside.
2. Cleaners must be labeled and stored separately from food items.
3. Everything should be labeled.
4. Liquids should not be transferred out of original container.  
EXAMPLE: Windex bottle that has been emptied and has not been refilled with disinfectant or corn oil.
5. All food products should be labeled properly, sealed and marked with expiration dates if applicable.

#### PRODUCT TEMPERATURES

- |                         |             |
|-------------------------|-------------|
| 1. Cold Foods           | Below 41°F  |
| 2. Hot Foods            | Above 140°F |
| 3. Rare Roast Beef      | 130°F       |
| 4. Pork Products        | 150°F       |
| 5. All Left Overs       | 165°F       |
| 6. Poultry and Stuffing | 165°F       |
| 7. Fish and Shellfish   | 140°F       |
| 8. Fresh Egg Products   | 140°F       |
| 9. Hamburger Patties    | 155°F       |

## THERMOMETERS

1. Thermometers should be present in all cooling units.
2. Probe stem thermometers should be present at the establishment and used appropriately. Check internal food temperatures by inserting the probe into the food.
3. Sanitize probe between the probing of different food products.

## THAWING OF FOODS:

1. Foods should be thawed:
  - a. Under cold running water
  - b. Microwave defrost cycles.
  - c. Refrigeration

## POTENTIAL HAZARDOUS FOODS RESERVED:

1. All reserved potentially hazardous foods must be reheated on the stove or in the microwave oven to 165°F.
2. No direct reheating of cold foods on the steam table.

## CROSS CONTAMINATION

1. Cross contamination exists when harmful bacteria from one food item is transferred to another food item by means of a non food surface that is unsanitary. It can be utensils, equipment or human hands.
2. The greatest area of concern is the cutting boards and meat slicers.

## FOOD PROTECTION

1. Foods stored in walk-in's should be covered in individual containers and stored 6 inches or higher off of the floor.
2. Food should not be stored under leaky or dripping condensers or on the bottom of refrigeration units where the drains are plugged and standing non potable water is ponding.
3. Do not handle food more times than necessary during

- preparation.
4. All BBQ cookers must be screened in and have an accessible Hand-washing sink if located at a permanent restaurant facility.
  5. At temporary food events a temporary food permit is required. Facilities which operate seasonally at auctions and other events must have a seasonal permit.

#### FOOD DISPENSING UTENSILS

1. Ice scoops should be stored with handles out of the ice or in a clean covered container on top of the ice machine.
2. Employees should not dip the glass into the ice machine.
3. Food should be handled with food utensils when appropriate, to minimize the amount of hand handling of food products.
4. Different utensils should be used when turning hamburgers as opposed to steaks, to avoid cross contamination.

#### PERSONNEL

1. Food handlers with infections should not prepare foods. They may do some other duty.
2. Any food handler who tests positive for a communicable disease shall be restricted or excluded from a food handling procedure until the disease is no longer in the communicable stage.

#### HYGIENIC PRACTICES/HANDWASHING

1. Always wash hands after breaks and using the restroom.
2. Plastic gloves are not a prevention to food borne illness. Although, sometimes they may prevent the spread of staph infection.
3. Some of the most important areas are; hand-washing, clean cloths, hair restraints, no jewelry, no eating or smoking during food preparation, clean hands and a sanitary body.
4. One accessible hand washing sink must be designated and installed in the food preparation area for hand-washing only by employees. The three vat sink is not for hand-washing.

5. Diseases can be spread by handling money and change.

#### FOOD CONTACT

1. Surfaces of equipment and utensils should be cleaned as often as necessary for them to remain in a sanitary condition.
2. Non food contact surfaces should be cleaned daily.
3. Any damaged surfaces should be repaired with easy cleanable material.

#### SANITIZING OF UTENSILS AND EQUIPMENT

1. The 3-vat sink is to wash, rinse and sanitize, no other combinations are allowed. The last compartment needs a chlorine bleach solution of 100 ppm<sup>1</sup> or if approved, sanitizing agents are used. Test strips should be available to test the appropriate concentration.
2. Wiping cloth solution should be 100 ppm of chlorine bleach. Solution should be changed periodically during the day. Test strips should be available to test the appropriate concentration.
3. Dishwashers should be operated in accordance with the manufacturers guidelines and maintained to sanitize appropriately.

#### STORAGE

1. Utensils should air dry. Towel drying is not approved. Silverware should be stored with handles up.
2. All food should be stored in a clean covered container.
3. Different kinds of meat that are uncooked should in separate containers.
4. Clean utensils should not be stored in dirty drawers or on top of dusty surfaces or in unclean containers.
5. Foods are allowed to be stored in food grade containers or bags.
6. Foods or food equipment should never be covered or stored with trash bags even though the bags are new.

<sup>1</sup> Parts Per Million (ppm)

7. Shelves that store food or liquor should be of easy cleanable material, bare wood shelves are discouraged because of absorbing spills from food, liquor or soda pop.
8. Toxic chemicals should be stored separate and below any food items to prevent any possible contamination.

#### **SINGLE USE ITEMS**

1. Plastic cups, plates, spoons, etc. are not to be re-used.
2. Reuse of bread sacks or pie pans is prohibited.
3. The plastic sleeve should be left around paper cups when appropriately used. Small portions of paper cups used at one time can be inverted without plastic sleeve as long as they are handled from the bottom.
4. Single service articles should be stored in clean designated areas.

#### **SAFE WATER SOURCE**

1. An establishment must have a safe drinking water supply, with hot and cold water under pressure.
2. Private wells will be tested for bacteria and nitrate contamination.
- ① Henry County Health Center has a certified water lab to test for bacteria, e-coli and chemicals.

#### **SEWAGE DISPOSAL**

1. Sewage, grease and by products will be disposed of in a sanitary waste water disposal system.
2. Private septic systems are regulated under County Sewage law 89-1.

#### **PLUMBING**

1. Plumbing should be installed in accordance with the plumbing codes.
2. Mixer faucets should be installed at all sinks.

3. Plumbing that leaks or drains that are clogged will need to be repaired.

#### BACK FLOW-CROSS CONNECTION DEVICES

1. An air-gap is needed on hoses from equipment that drains to floor drains, bait tanks or any other hose connections.
2. A vacuum breaker will need to be installed on all hose bib connections. Hose bib vacuum breakers are popularly used on sill cocks, service sink and any threaded pipe to which a hose may potentially be attached.
3. All restrooms and kitchens must have at least one hand washing sink with hot and cold water under pressure and soap, paper towels or hand drying device and a trash can with lid. This sink should be designated for hand washing only and used as such.
4. One restroom is required for the employees use.

#### DUMPSTERS OR GARBAGE CONTAINERS

1. Dumpsters and garbage containers should be insect and rodent proof and have tight fitting lids.
2. They should be on concrete or asphalt since most have drains and need to be washed and cleaned out periodically.
3. There should not be large accumulations of trash or debris left outside. Refuse areas should be kept clean.

#### PETS - PESTS - SCREENS

1. No dogs except seeing-eye dogs or dogs for people with disabilities are allowed in customer areas.
2. Outer openings, screen doors and entrances should not let daylight in or around them. If daylight can be seen around a door then mice or insects can come in.
3. Screens on windows and screen doors should be in good repair. Flies especially in summer can be attracted to food and garbage areas.

## FLOORS AND WALLS

1. Floors should be clean and in good repair throughout the facility.
2. Concrete floors should be sealed.
3. Walls should be clean and in good repair

## LIGHTING

1. Ample light, properly distributed is necessary for the proper preparation and handling of food.
2. Adequate lighting is essential in all areas for proper cleaning.
3. Inadequate lighting may result in a general lack of cleanliness, accidental mixing of toxic substances with food, or serving unsafe or spoiled food to the consumer.
4. All lights over food items should be shatterproof or shielded.

## RESTROOMS

1. Toilet rooms should be enclosed with self closing tight fitting doors, fixtures in good repair, hand cleaner, sanitary towels or hand drying device and proper waste receptacles with lids.

## VENTILATION

1. Stove hoods that meet Fire and Safety requirements should be installed to encompass food equipment (Grills, friers, etc.).
2. Gas stoves should have a built in hood system.
3. Restrooms should have an outside ceiling vent and an electrical switch to operate it. Existing facilities without vents should install filtered deodorizers.

## OTHER OPERATIONS

1. Separate living and sleeping quarters are required.
2. Facilities that have a washing machine should also have a dryer.
3. Linens and other articles of clothing should be cleaned as often as necessary to prevent spread of disease.
4. Clean and soiled linens are required to be stored separately.
5. Premises should be maintained free of litter or unnecessary articles. Cleaning maintenance equipment should be properly stored in janitorial areas.
6. Only authorized food personnel should be allowed in kitchen and food preparation areas.