

PLUMBING REQUIREMENTS IN THE FOOD ESTABLISHMENT (continued)

- (4) **Service Sink** (for use as janitorial sink, utility sink or mop sink)
- (a) Wherever practical, install this fixture outside of the food preparation, food dispensing, food storage, and warewashing areas.
 - (b) This fixture, when located in food preparation, food dispensing, food storage and warewashing areas, must be certified or classified under an approved industry standard for food equipment, such as NSF International, ETL Sanitation, UL for Sanitation, BISSC, or equivalent.
 - (c) A minimum of one service sink or receptor is **REQUIRED** on each floor level of food operations. This fixture may be a sink or a curbed receptor.
 - (d) The dual use of a utility sink as a handwashing sink is not approved in new construction, conversion of a structure to a food establishment, nor remodeling of an existing facility.
 - (e) An indirect drainline connection is not required.
 - (f) Connection to a grease trap not required.
- (5) **Prewash sink** This fixture must be certified or classified under an approved industry standard for food equipment, such as NSF International, ETL Sanitation, UL for Sanitation, BISSC, or equivalent.
- (a) An indirect drain line through an air gap is required.
 - (b) Connection to a properly sized grease trap is **REQUIRED**.
 - (c) If a food waste grinder is installed on this fixture, the grease trap must be designed and rated for such application, or a solids interceptor is required upstream of the grease trap.

4H. MECHANICAL WAREWASHER This equipment item must be certified or classified under an approved industry standard for food equipment, such as NSF International, ETL Sanitation, UL for Sanitation, or equivalent.

A warewashing machine, using hot water or a chemical rinse to sanitize, may be installed. Large cookware which does not fit into the machine must be sanitized in a three compartment sink. Facilities without a three compartment sink whose warewashers are found functioning improperly may be directed to temporarily close until the machine is repaired. **If a chemical sanitizing agent is used, a test kit that matches the chemical sanitizing agent is required. If a hot water warewashing machine is installed, an irreversible registering temperature indicator shall be provided for measuring the utensil surface temperature.**

Connection to a grease trap is required for mechanical ware washers that do not have a pre wash sink. High temperature sanitizing warewashers (above 180 degrees) shall **not** be connected to an indoor grease trap.

PLUMBING REQUIREMENTS IN THE FOOD ESTABLISHMENT (continued)

4I. GREASE TRAP The grease trap must be sized in accordance with PDI standard G101.

- (1) Connection to a properly sized grease trap is **REQUIRED** for all fixtures that discharge grease-laden waste, e.g. warewashing sinks, food prep sinks, pre-wash sinks for warewashers, woks, and other cooking equipment.

PROCEDURE FOR SIZING A GREASE TRAP TO A SPECIFIC FIXTURE

1. Determine the liquid volume of the fixture in cubic inches (cu in) draining to the grease trap.
2. Determine the liquid capacity of the fixture in gallons (gal).
3. Determine the actual drainage load (75% of fixture capacity).
4. Determine the unit flow rate minimum for drainage period of 2 minutes.
5. Select a unit corresponding to minimum unit flow rate.

EXAMPLE OF SIZING FOR GREASE TRAP SELECTION PDI G-101

Select a grease trap for a three compartment warewashing sink with bowl dimensions of 18" W x 24" L x 12" D

1. Volume = (18in x 24in x 12in) x 3 cmpts = (5,184 cu in) x 3 = 15,552 cubic inches
2. Capacity = Volume (cu in) / 231 (cu in/gal) = 15,552 / 231 = 67.3 gallons
3. Drainage load = 67.3 gal x 0.75 = 50.4, or approx. 50gallons
4. Unit flow rate minimum = 50 gallons / 2 minutes = 25 gallons per minute (gpm)
5. Select a grease trap with a minimum flow rate equal to or greater than **25 gpm**
6. For multiple fixtures add together 100% of the largest flow rate, 50% of the 2nd largest flow rate and 25% of all others.

4J. WATER HEATER - Hot Water Supply

- (1) The water heater shall be sized to provide hot water as required to supply both the continuous requirements and the hourly peak demands of the facility. The continuous and hourly demands are based on the type of equipment and number of fixtures consuming hot water as required for food operations.
- (2) The total hot water availability in gallons per hour (gph) from a water heater is the sum of the unit storage capacity plus the recovery rate at a 100°F rise.
- (3) A fuel-fired (gas or oil) water heater in a food establishment shall have a minimum storage capacity of thirty (30) gallons; an electric water heater shall have a minimum storage capacity of forty (40) gallons. Storage capacities larger than the minimum shall be required, based the type of equipment and number of fixtures consuming hot water.

5. EQUIPMENT REQUIREMENTS IN THE FOOD ESTABLISHMENT

5A. GENERAL

- (1) Install or provide only FOOD EQUIPMENT that is certified for sanitation by an American National Standards Institute (ANSI)-accredited certification program, such as National Sanitation Foundation (NSF), Intertek Testing Services (ETL Sanitation), Underwriters Laboratory (UL Food Service Equipment Classified for Sanitation), Baking Industry Sanitation Standards Committee (BISSC), National Automated Merchandising Association (NAMA), or equivalent testing and certification agencies.
- (2) Provide only FOOD EQUIPMENT AND FOOD-CONTACT SURFACES which are constructed of materials with the following characteristics: safe; durable; corrosion-resistant; nonabsorbent; sufficient weight and thickness; smooth, easily-cleanable; resistant to pitting, chipping, crazing, scratching, scoring, distortion, and decomposition; and do not impart deleterious substances, colors, odors, or tastes to food.
- (3) Provide only FOOD EQUIPMENT AND FOOD-CONTACT SURFACES which have the following characteristics: free of breaks, open seams, cracks, chips, pits and similar imperfections; free of internal angles, corners, and crevices; finished to have smooth welds and joints; and accessible for cleaning without disassembly, can be disassembled without tools, or can be disassembled with commonly available handheld tools.
- (4) Provide only NONFOOD-CONTACT SURFACES exposed to splash, spillage, or other food soiling or requiring frequent cleaning constructed of materials with characteristics: corrosion-resistant; nonabsorbent; and smooth.
- (5) Provide only NONFOOD-CONTACT SURFACES which have the following characteristics: free of unnecessary ledges, projections, and crevices; and designed and constructed to allow easy cleaning and to facilitate maintenance.
- (6) Provide only SINGLE-SERVICE AND SINGLE-USE ARTICLES constructed of materials with the following characteristics: safe; clean; and do not impart deleterious substances, colors, odors, or tastes to food.

5B. EQUIPMENT INSTALLATION

- (1) Provide spacing of at least one inch (1") between floor mounted fixed equipment items to allow easy access for cleaning; elevate equipment on legs to provide a minimum of six inches (6") clearance between the floor and the equipment; or seal these items to adjoining equipment, floor, and walls.
- (2) Elevate table mounted equipment on legs to provide spacing of least four inches (4") below equipment to allow easy access for cleaning; or seal these items to the table.

5C. VENTILATION SYSTEMS

- (1) Install ventilation hood systems and devices in sufficient numbers and of sufficient capacities to prevent grease or condensation from collecting on walls and ceilings.
- (2) Install ventilation systems in which the interior surfaces of hoods and canopies meet food zone material requirements; splash zone materials such as galvanized steel are not approved.
- (3) Install exhaust ventilation hood system components in food preparation areas and warewashing areas to prevent grease or condensation from dripping onto food, equipment, utensils, linens, and single-service and single-use articles.
- (4) Provide filters and grease extracting equipment which are readily removable for cleaning and replacement; or provide system designed to be cleaned in place.

EQUIPMENT REQUIREMENTS IN THE FOOD ESTABLISHMENT (continued)

5D. TEMPERATURE MEASURING DEVICES (TMD is defined as a thermometer, thermocouple, thermistor, or other device that indicates the temperature of food, air, or water.)

- (1) In mechanically refrigerated food storage units, provide TMD located to measure the air temperature in the warmest part of the unit; in hot food storage units, provide TMD located to measure the air temperature in the coolest part of the unit.
Provide mechanically refrigerated or hot food storage equipment designed to include at least one integral or permanently affixed TMD, which is numerically scaled in increments of 1°C or 2°F, and which is designed and located to be easily readable.
- (2) Provide TMD which are readily accessible for use in ensuring attainment and maintenance of required food temperatures.
- (3) Provide TMD accurate to $\pm 1^\circ$ Celsius or $\pm 2^\circ$ Fahrenheit to measure food temperature.
- (4) Provide TMD accurate to $\pm 1.5^\circ$ Celsius or $\pm 3^\circ$ Fahrenheit to measure the temperature of ambient air and water.
- (5) Provide TMD with sensors not constructed of glass, except if encased in shatterproof coating.

5E. COOKING AND HOT HOLDING EQUIPMENT

- (1) Provide cooking, hot holding, and reheating equipment in sufficient numbers and of sufficient capacities to cook foods to the temperatures and within the times specified by the Division of Public Health; to hold hot foods for service at a minimum of 135°F; and to reheat foods rapidly to at least 165°F.
- (2) If microwave ovens are used, provide only commercial grade units which meet the safety standards specified in 21 Code of Federal Regulations 1030.10 Microwave Ovens.

5F. REFRIGERATION AND COLD HOLDING EQUIPMENT

- (1) Provide freezing, refrigeration, and cold holding equipment in sufficient numbers and of sufficient capacities to freeze, cool, and hold foods to the temperatures and within the times specified by the regulatory authority.
- (2) Provide freezer units capable of maintaining stored food solidly frozen.
- (3) Provide refrigeration and cold holding units capable of maintaining stored foods at 41°F or below.
- (4) If a condenser unit is an integral component of the equipment, provide a dustproof barrier between the condenser unit and the food storage space.

EQUIPMENT REQUIREMENTS IN THE FOOD ESTABLISHMENT (continued)

5G. MANUAL WAREWASHING EQUIPMENT This equipment item must be certified or classified under an approved industry standard for food equipment, such as NSF International, ETL Sanitation, UL for Sanitation, BISSC, or equivalent. Refer to the “Plumbing Requirements” section of this guide for additional information on installation requirements for manual warewashing equipment.

- (1) Provide a sink of at least three separate compartments with coved corners and integral self-draining drainboards at each end for manually washing, rinsing and sanitizing equipment and utensils. Each sink compartment shall be large enough to accommodate the immersion of the largest equipment or utensil. Note: the installation and use of alternative manual warewashing equipment or methods is subject to prior approval by the Division of Public Health.
- (2) Provide drainboards, utensil racks, or tables large enough to accommodate all soiled and sanitized items which accumulate during hours of operation.
- (3) **Provide a chemical test kit that matches the type of sanitizing agent used in the warewashing area.**
- (4) Provide a readily accessible temperature measuring device (TMD) for frequent monitoring of washing and sanitizing temperatures during manual warewashing operations.
- (5) If hot water is used for sanitization, provide an integral heating device to maintain water temperature at not less than 171°F; provide a rack or basket to allow complete immersion of equipment and utensils into the hot water.

5H. MECHANICAL WAREWASHING EQUIPMENT This equipment item must be certified or classified under an approved industry standard for food equipment, such as NSF International, ETL Sanitation, UL for Sanitation, BISSC, or equivalent. Refer to the “Plumbing Requirements” section of this guide for additional information on installation requirements for mechanical warewashing equipment.

- (1) A warewashing machine, using hot water or a chemical rinse to sanitize, may be installed. Large cookware which does not fit into the machine must be sanitized in a three compartment sink. Facilities without a three compartment sink whose warewashers are found functioning improperly may be directed to temporarily close until the machine is repaired.

If a chemical sanitizing agent is used in the warewashing machine, **provide a chemical test kit that matches the type of sanitizing agent used in the warewashing area** to measure the concentration of the sanitizing chemical.

A warewashing machine that uses a chemical for sanitization shall be equipped with a device that indicates audibly or visually when more chemical sanitizer needs to be added.

If a warewashing machine is that uses hot water for sanitization is installed, an irreversible registering temperature indicator shall be provided for measuring the utensil surface temperature.

- (2) Provide an easily readable and accessible data plate to indicate all of the following applicable information: water temperature in wash, rinse, and sanitize cycles; pressure of sanitizing rinse, unless only a pumped rinse; and conveyor speed or cycle time (stationary rack).
- (3) Provide a temperature measuring device (TMD) that indicates water temperature in each wash and rinse tank, and at hot water final sanitizing rinse manifold, or in the chemical sanitizing solution tank.
- (4) Provide gauges on warewashing machines to indicate pressures in PSI's or kilopascals in the supply line of the fresh hot water sanitizing rinse.
- (5) Provide internal baffles or curtains between wash and rinse tanks inside machine.

EQUIPMENT REQUIREMENTS IN THE FOOD ESTABLISHMENT (continued)

5I. CONSUMER SELF-SERVICE AND DISPLAY EQUIPMENT

- (1) Protect food on display from contamination by the use of packaging; counter, service line, or salad bar food guards; display cases; or other effective means. Do not offer raw, unpackaged animal foods, such as beef, lamb, pork, poultry, and fish for consumer self-service (exceptions may apply).
- (2) Provide suitable utensils or effective dispensing methods that protect food from contamination at a consumer self-service buffet or salad bar. Provide a food dispensing utensil for each container displayed.
- (3) Protect condiments from contamination by displaying in protective containers, providing proper utensils, using original containers designed for dispensing, or providing individual packages or portions.
- (4) Provide adequate tableware to prevent self-service consumers from reusing soiled tableware, including single-service articles, to obtain additional food from display or service equipment.

5J. SPECIFIC EQUIPMENT ITEM CHARACTERISTICS AND REQUIREMENTS

- (1) **Storage:** provide commercial grade racks, shelving, or storage units constructed of materials which are smooth, easily cleanable, nontoxic and impervious to moisture. Do not line shelves with paper, plastic, vinyl, metal foil or similar sheetgoods. Store dry food, equipment, utensils, clean linen and single service and single-use articles in clean, dry locations; protect items from exposure to splash, dust and contamination. Store all items at least six inches (6") above the floor on shelving up to 24" in depth; for shelving which exceeds 24" in depth, store items at least 12" above the floor .
- (2) **Equipment Compartments:** In equipment subject to accumulation of condensation, drip from food or beverage, or water from melting ice, provide equipment with a compartment sloped to an outlet that allows complete draining.
- (3) **Kick Plates:** Provide equipment with kick plates designed to be removable for access behind them for inspection and cleaning without tools, using only commonly available handtools, or capable of being rotated open without unlocking equipment doors.
- (4) **Bearing and Gearboxes:** In equipment containing bearings and gears which require lubrication, provide only such equipment which is designed and constructed so that lubricant can not leak, drip, or be forced into food or onto food contact surfaces.
- (5) **Cutting Surfaces:** Provide only such surfaces which can be effectively cleaned and sanitized. Resurface or replace surfaces if they can no longer be effectively cleaned and sanitized.
- (6) **Nonstick Coatings:** If using multiuse kitchenware with nonstick perfluorocarbon resin coatings, provide nonscoring and nonstratching utensils and cleaning aids.
- (7) **Can openers:** Provide can openers with cutting or piercing parts which are easily removable for cleaning and replacement.
- (8) **Ice Units:** Provide only such equipment in which liquid waste drainlines do not pass through the ice machine or ice storage bin.
- (9) **Beverage Tubing:** Provide only such equipment in which beverage tubing and cold-plate beverage cooling devices are not in contact with stored ice.

SPECIFIC EQUIPMENT CHARACTERISTICS are continued next page ⇒

EQUIPMENT REQUIREMENTS IN THE FOOD ESTABLISHMENT (continued)

(SPECIFIC EQUIPMENT CHARACTERISTICS - continued)

- (10) **Beverage Dispensing Equipment:** *Specific limitations may apply.* For operations involving the refilling of consumer-owned beverage containers, such refilling may be approved only for non-time/temperature control for safety beverages. When the container is refilled by a food employee, provide facilities for rinsing returned containers with fresh, hot water that is under pressure and not recirculated, before refilling. A consumer- owned beverage container may be refilled by the consumer only if the beverage system includes a contamination-free transfer process that cannot be bypassed by the container owner. Consult with the Office of Plan Review for specific requirements pertaining to this equipment.
- (11) **Molluscan Shellfish Tanks:** *Specific limitations may apply.*
Consult with the Office of Plan Review for specific requirements pertaining to this equipment.
- (12) **Food Transportation Equipment:** *Specific limitations may apply.* For operations involving the preparation of food for delivery to and consumption at a location off the premises of the food establishment where it was prepared, such as in a catering operation, consult with the Office of Plan Review for specific requirements pertaining to this equipment.
- (13) **Mobile Food Units and Pushcarts:** *Specific limitations may apply.*
Consult with the Office of Plan Review for specific requirements pertaining to this equipment.
- (14) **Vending Machines:** *Specific limitations may apply.*
Consult with the Office of Plan Review for specific requirements pertaining to this equipment.
- (15) **Retail Food Stores:** *specific limitations may apply.*
Consult with the Office of Plan Review for specific requirements pertaining to these operations.

Food Processing Operations

The operation of a food processing plant for the preservation of products intended for use as human food, including all methods of preservation of low-acid canned foods and acidified foods, reduced-oxygen-packaging, fermentation, salting, or smoking requires specific approval.

Contact the Office of Food Protection for requirements involved with processing operations in a Food Establishment.

FOOD ESTABLISHMENT EQUIPMENT SCHEDULE

SAMPLE

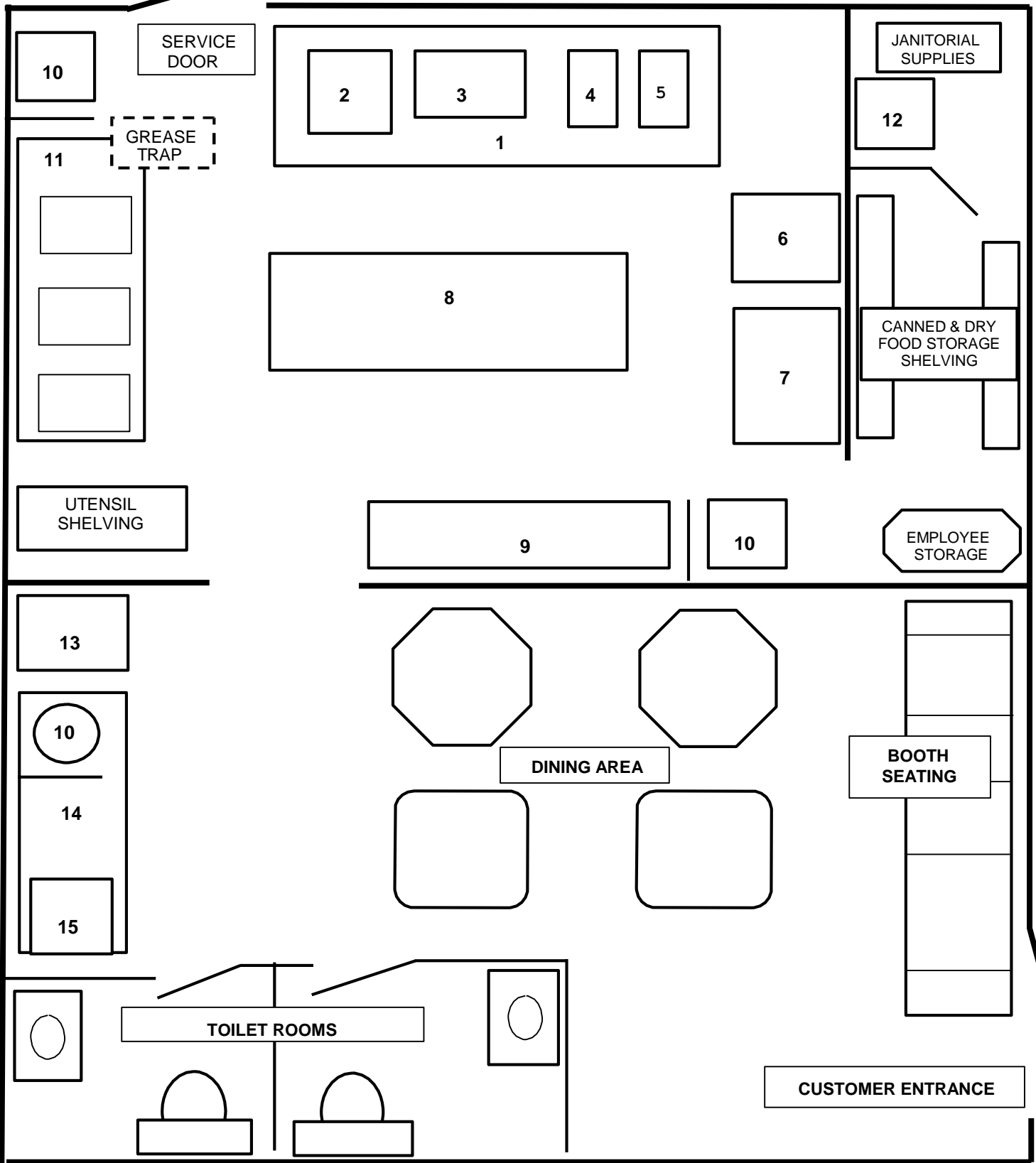
NAME OF FOOD ESTABLISHMENT:	THIS PAGE IS A SAMPLE ONLY	DATE: ___/___/___
SUBMITTED BY:		

ITEM NO.	ITEM DESCRIPTION	MANUFACTURER	MODEL NO.
1	Exhaust Hood	Captive –Aire Systems	Custom Fab
2	Range, 6 Burner, Gas	Garland Ind	H-286
3	Countertop Griddle	U.S. Range Inc	TB-24GG
4	Deep Fryer	Frymaster	MJ 45 E
5	Deep Fryer	Frymaster	MJ 45 E
6	Refrigerator, Reach-in	True Mfg Co	TSTL-49
7	Freezer, Reach-in	Victory	HAF-2-PS
8	Prep Table, Stainless Steel	Falcon Fabricators	66-548
9	Prep table, Laminated top	King Concepts	Custom Fab
10	Handwashing Sink with gooseneck faucet assembly (3 each)	Advance Tabco	7-PS-HC
11	Warewashing Sink, 3-compartment w/ 2 drainboards & grease trap below	Eagle Metalmasters	414-18-3-24
12	Service Sink, Floor-mounted	Eagle Metalmasters	F1916
13	Ice Maker, With storage bin	Manitowoc	JR0405A W/C470
14	Wait Station	King Concepts	Custom Fab
15	Beverage Dispensing Equipment	Manitowoc Beverage Systems	CF-1522
16			
17			
18			
19			
20			

Note 1: Equipment numbers refer to corresponding location of equipment on floor plan / layout drawings or diagrams.

Note 2: Mention of trade names on this sample are used as examples only and do not imply product endorsement.

(USE ADDITIONAL SHEETS, IF NECESSARY, TO CONTINUE EQUIPMENT SCHEDULE)



FOOD ESTABLISHMENT FLOOR PLAN & EQUIPMENT LAYOUT

Scale 1/4" = 1 foot
(If other scale, specify: _____)

NAME OF FOOD EST. _____ Submitted by: _____



*DELAWARE HEALTH AND
SOCIAL SERVICES*
Division of Public Health
Office of Food Protection

PLAN REVIEW AND APPROVAL FOR FOOD ESTABLISHMENTS

APPLICATION FORMS



Rev. 11/2012



DELAWARE HEALTH AND
SOCIAL SERVICES
Division of Public Health
Office of Food Protection

OFFICE OF ENGINEERING
43 S DUPONT HWY
DOVER DE 19901
302-741-8640 FAX 302-741-8631

APPLICATION FOR PERMIT TO OPERATE A FOOD ESTABLISHMENT

SECTION A: IDENTIFICATION – Please print legibly in all blocks below, except where signature is required.

1. NAME AND LOCATION OF FOOD ESTABLISHMENT (Enter Street Address. Do Not Use P.O. Box Numbers)

TEL NO. OF ESTABLISHMENT: _____-- _____-- _____ FAX NO. _____ -- _____ -- _____

2. NAME AND PERMANENT MAILING ADDRESS OF APPLICANT/OWNER 3. SEASONAL/TEMPORARY MAILING ADDRESS (IF APPLICABLE)

TEL NO. _____-- _____-- _____ TEL NO. _____-- _____-- _____

4. MAIL CORRESPONDENCE TO (CHECK ONE): ADDRESS SHOWN IN **BLOCK #A1** ADDRESS SHOWN IN **BLOCK #A2**

SECTION B: CLASSIFICATION

TYPE OF FOOD ESTABLISHMENT (CHECK ALL THAT APPLY)

- 1. FIXED LOCATION
- 2. MOBILE UNIT (SPECIFY FACILITY USED AS SERVICING AREA _____)
- 3. SEASONAL (SPECIFY DATES OF OPERATION _____)

◆ IF THIS IS A CHANGE OF OWNERSHIP, INDICATE BELOW THE PREVIOUS FOOD ESTABLISHMENT NAME, IF KNOWN.
PREVIOUS NAME: _____ PREVIOUS BUSINESS ID: _____

TYPE OF PERMIT REQUESTED (CHECK ALL THAT APPLY)

- 1. FOOD SERVICE (RESTAURANT)
- 2. RETAIL FOOD STORE
- 3. FOOD PROCESSOR
- 4. VENDED FOOD
- 5. ICE MANUFACTURING

TYPE OF BUSINESS ENTITY

- 1. INDIVIDUAL
- 2. PARTNERSHIP (NAME: _____)
- 3. ASSOCIATION (NAME: _____)
- 4. CORPORATION (NAME: _____)
- 5. OTHER ENTITY (SPECIFY TYPE: _____)

6. INTERNAL REVENUE SERVICE STATUS (CHECK ONE) FOR PROFIT OR NON – PROFIT

NOTE: NON-PROFIT ORGANIZATIONS ARE EXEMPT FROM FEES.

IF CLAIMING EXEMPTION FROM FEES, ATTACH A COPY OF INTERNAL REVENUE SERVICE (IRS) 501[C][3] LETTER.

FEES: PLAN REVIEW IS REQUIRED FOR NEW CONSTRUCTION, STRUCTURE CONVERSION TO FOOD ESTABLISHMENT, REMODELING, OR CHANGES IN ESTABLISHMENT TYPE OR FOOD OPERATION TYPE. PLEASE INCLUDE THE REQUIRED NON-REFUNDABLE FEE WITH THIS APPLICATION. MAKE CHECK PAYABLE TO "STATE OF DELAWARE."

THE ESTABLISHMENT PERMIT FEE IS NOT DUE UNTIL THE FACILITY IS APPROVED FOR OPERATION. AT THAT TIME, AN INVOICE WILL BE SENT TO THE ESTABLISHMENT APPLICANT.

SECTION C: CERTIFICATION STATEMENT (APPLICANT SIGNATURE IS REQUIRED BELOW. DO NOT PRINT)

I, THE UNDERSIGNED, IN APPLYING FOR A FOOD ESTABLISHMENT PERMIT, ATTEST TO THE ACCURACY OF THE INFORMATION PROVIDED IN THIS APPLICATION. I AFFIRM THAT THE ESTABLISHMENT WILL BE OPERATED IN COMPLIANCE WITH APPLICABLE "STATE OF DELAWARE REGULATIONS GOVERNING FOOD ESTABLISHMENTS" AND WILL ALLOW AUTHORIZED REPRESENTATIVES OF THE DIVISION OF PUBLIC HEALTH ACCESS TO THE ESTABLISHMENT AND ITS RECORDS, AS MAY BE REQUIRED BY APPLICABLE REGULATIONS.

APPLICANT SIGNATURE X _____ DATE ____/____/____

FOR OFFICIAL USE ONLY BELOW THIS LINE

APPLICATION REVIEWED: APPROVED _____ DISAPPROVED _____ BY _____ DATE _____



**PLAN REVIEW AND APPROVAL
FOR
FOOD ESTABLISHMENTS**

FACILITY INFORMATION SHEET

1A. IDENTITY OF PLANS:

Name of Food Establishment _____

Address of Food Establishment _____

_____ Phone _____

Applicant/Owner _____

Address of Applicant/Owner _____ Phone _____

_____ Email _____

1B. PLAN REVIEW IS FOR: _____ New Construction _____ Conversion _____ Remodeling

2. STRUCTURAL REQUIREMENTS (Mark item as "NA" if not applicable)

A. GENERAL: Suitable structural materials used throughout facility? Yes _____ No _____

B. OUTDOOR AREAS:

(1) Walking and driving surfaces properly graded to drain? Yes _____ No _____

(2) Walking and driving surfaces constructed of (specify) _____ material.

GARBAGE AND REFUSE STORAGE AND DISPOSAL:

(3) Indoor refuse storage room provided? Yes _____ No _____

(4) Outdoor container surface: concrete or asphalt pad, or equal? Yes _____ No _____

(5) Container washing facilities with hot and cold water, provided? Yes _____ No _____

(6) If refuse to be incinerated on premises, does incinerator meets standards established by Dept. of Natural Resources and Environmental Control (DNREC)? Yes _____ No _____

C. OUTER OPENINGS - Doors and windows

(1) All openings protected from vermin entry by use of doors/screens? Yes _____ No _____

(2) All outer doors self-closing? Yes _____ No _____

(3) All openings in floors, walls, ceilings for pipes, cables, etc. properly caulked or sealed? Yes _____ No _____

D1. INDOOR AREAS (Floors): List type of materials

Kitchen_____ Food Preparation Areas_____

Restrooms_____ Storage Areas _____

- (1) Grease-resistant material, impervious, easily cleanable? Yes_____ No_____
- (2) Graded to drain (if floor drains are provided)? Yes_____ No_____
- (3) Floor and wall junctures covered? Yes_____ No_____

D2. INDOOR AREAS (Walls): List type of materials

Kitchen: Dining Area: Restrooms: Storage Areas:
Walls_____ Walls_____ Walls_____ Walls_____

- (1) Light color? Yes_____ No
- (2) Walls washable to level of splash? Yes_____ No
- (3) Materials smooth, easily cleanable? Yes_____ No
- (4) Exposed beams, piping, etc. in food preparation areas, storage areas, or restrooms? Yes_____ No_____

D3. INDOOR AREAS (Ceilings): List type of materials

Kitchen: Dining Area: Restrooms: Storage Areas: Ceiling_
_____ Ceiling_____ Ceiling_____ Ceiling_____

- (1) Light color? Yes_____ No_____
- (2) Materials smooth, easily cleanable? Yes_____ No_____
- (3) Exposed beams, piping, etc. in food preparation areas, storage areas, or restrooms? Yes_____ No_____

E. INTERIOR LIGHTING: (Minimum illumination intensities required)

- (1) 50 foot-candles provided on all food preparation surfaces? Yes_____ No_____
- (2) 20 foot-candles provided inside equipment, in handwashing and warewashing areas, in storage areas, in toilet rooms, and in consumer self-service areas? Yes_____ No_____
- (3) 10 foot-candles provided in walk-in units, and all other areas? Yes_____ No_____
- (4) Safety shields provided for all lights in food preparation, service, storage, display areas, and where equipment and utensils are cleaned and stored? Yes_____ No_____

F. DRESSING AND LOCKER ROOMS:

- (1) Meet same construction standards as restrooms (easily cleanable materials, lighting and ventilation adequate, located outside food prep area)? Yes_____ No_____

G. DISTRESSED MERCHANDISE:

- (1) Area designated for damaged, spoiled or recalled products? Yes_____ No_____

H. LAUNDRY, LIVING AND SLEEPING AREAS:

- (1) Clothes washer and dryer physically separated from other parts of food operation? Yes_____ No_____
- (2) Food operations physically separated and partitioned from any living or sleeping quarters? Yes_____ No_____

I. ANIMALS:

- (1) Live animals excluded from food operations and adjacent areas? Yes_____ No_____

J. POISONOUS AND TOXIC MATERIALS:

(1) Separated or partitioned facilities provided for storage of poisonous and toxic materials?

Yes _____ No _____

3. PLUMBING REQUIREMENTS (Mark item as "NA" if not applicable)

A. GENERAL:

All plumbing to be installed by a licensed plumber with a current permit, and complies with applicable local, state and national plumbing codes?

Yes _____ No _____

B1. WATER SUPPLY:

(1) Served by public water system?

Yes _____ No _____

Name and ID number, if known _____

(2) Served by an individual water system approved by Division of Public Health and Department of Natural Resources and Environmental Control (DNREC)?

Yes _____ No _____

(3) Water pressure at least 20 pounds per square inch in all areas? Yes _____ No _____

(4) All plastic potable water lines NSF-PW approved or equal? Yes _____ No _____

B2. SEWAGE DISPOSAL:

(1) Served by public sewage disposal system?

Yes _____ No _____

(2) Served by private sewage disposal system?

Yes _____ No _____

(3) Private sewage disposal system approved by DNREC?

Yes _____ No _____

System permit number _____ Approval date _____

C. BACKFLOW PREVENTION:

(1) Backflow prevention device on all hose connections?

Yes _____ No _____

(2) Dishwashing machines, potato peelers, garbage disposals, steam kettles, steam tables, coffee pots, etc. installed in such a manner as to preclude the possibility of back siphonage?

Yes _____ No _____

(3) Waste drainlines from equipment indirectly connected through air gap to sewer?

Yes _____ No _____

D. UTILITY SERVICE INSTALLATION:

(1) Utility service lines installed in compliance with all applicable codes?

Yes _____ No _____

(2) Utility service lines installed inside walls, or installed with stand-off brackets to provide minimum 1 inch clearance between line and wall?

Yes _____ No _____

(3) Exposed overhead sewers located in food preparation areas or storage areas?

Yes _____ No _____

E. JOINT SEALING:

(1) Joints formed by plumbing fixtures mounted on walls or floors sealed with approved sealant?

Yes _____ No _____

(2) Fixtures sealed to walls and floors, or a minimum clearance of 1 inch provided?

Yes _____ No _____

F. TOILET FACILITIES:

(1) Number of fixtures provided as required by plumbing code?

Yes _____ No _____

(2) Conveniently located and easily accessible?

Yes _____ No _____

(3) Doors self-closing?

Yes _____ No _____

(4) Ventilation provided by window or mechanical exhaust?

(Circle method of ventilation)

(5) Handwashing facilities provided in restrooms?

Yes _____ No _____

- G. SINKS:
- (1) Handwashing sinks provided in all food preparation and food dispensing areas? Yes _____ No _____
 - (2) Handwashing sinks provided in all warewashing areas? Yes _____ No _____
 - (3) Separate food preparation sink provided? Yes _____ No _____
 - (4) Three-compartment warewashing sink with integral drainboards on both sides provided? Yes _____ No _____
 - (5) Service (utility, mop or janitorial) sink provided on same floor as food operations? Yes _____ No _____
 - (6) Prewash sink? Yes _____ No _____ Food waste grinder? Yes _____ No _____

- H. MECHANICAL WAREWASHER:
- (1) Brand name and model no. of dishwasher _____
 - (2) Brand name and model no. of booster heater _____

- I. GREASE TRAP(S)
- (1) Properly sized grease trap on food preparation sink? Yes _____ No _____
 - (2) Properly sized grease trap on warewashing sink? Yes _____ No _____
 - (3) Properly sized and rated grease trap on prewash sink? Yes _____ No _____

- J. HOT WATER SUPPLY
- (1) Brand name and model no. of hot water heater _____
 - (2) Temperature/Pressure Relief Valve installed on water heater? Yes _____ No _____
 - (3) Storage capacity of hot water heater _____ (USGallons)
 - (4) Input rating Gas _____ (BTU) Electric _____ (KW)

4. EQUIPMENT REQUIREMENTS (Mark item as "NA" if not applicable)

A. EQUIPMENT

- (1) Did you provide the manufacturer's name and model number of all equipment as well as equipment specification sheets?* Yes _____ No _____

* Note: If catering off premises, provide additional equipment listing, including manufacturer names and model numbers, of food transportation containers used to maintain foods at proper temperatures.

B. VENTILATION

- (1) All combustion-type heating devices, except those used for cooking purposes, properly vented to outside (water heaters, area heaters, furnaces, etc.)? Yes _____ No _____
- (2) Hoods provided on all cooking units producing grease-laden vapor or having open flame? Yes _____ No _____
- (3) Exhaust hoods and fire suppression systems constructed and installed according to NFPA Standard 96 and other applicable codes? Yes _____ No _____
- (4) Ventilation system and exhaust fans installed in such a manner so as not to create a nuisance or health problem at point of discharge? Yes _____ No _____

C. WORK SURFACES

- (1) Food contact surfaces safe, durable, corrosion-resistant, nonabsorbent, smooth and easily-cleanable? Yes _____ No _____
- (2) Non-food contact surfaces constructed of corrosion-resistant, nonabsorbent, and smooth materials? Yes _____ No _____

- D. DISPLAY
 (1) Sneeze guards, food shields, or other devices provided where required? Yes ___ No ___
- E. STORAGE
 (1a) Delivery frequency for fresh meats, poultry, seafood, dairy products: _____
 (1b) Delivery frequency for produce, fresh fruit and vegetables: _____
 (1c) Cubic feet of refrigerated storage (walk-in, reach-in): _____
- (2a) Delivery frequency for frozen food products: _____
 (2b) Cubic feet of frozen food storage (walk-in, reach-in) _____
- (3a) Delivery frequency for dry and canned foods: _____
 (3b) Square footage of dry and canned food storage: _____
- (4) Facilities (racks and shelving) provided for food storage 6 inches above floor, or
 12 inches above floor if shelves exceed 24" depth? Yes _____ No _____
- (5) Exposed sewer and exposed water lines or waste water lines over food storage areas?
 Yes _____ No _____
- F. LINEN
 (1) Storage location provided where clean linen protected from contamination?
 Yes _____ No _____
 (2) Nonabsorbent containers or washable laundry bags provided for storage of soiled linen?
 Yes _____ No _____

5. FLOOR PLAN (Three copies are required for review) Scale: 1/4" = 1 foot

- A. Did you provide three copies of the floor plan, showing locations of all equipment listed above?*
- Yes _____ No _____

6. MENU

- A. Did you provide a menu or complete list of all foods and beverages to be served?*
- Yes _____ No _____
- B. Did you provide all applicable information in the Food Preparation Review?*
- Yes _____ No _____
- C. Did you complete the Type of Food Operation sheet?*
- Yes _____ No _____

* = Attach additional sheets or forms as applicable.

(X) _____
Signature of Applicant/Owner

Date

Printed Name of Applicant/Owner

Name of Food Establishment



TYPE OF FOOD OPERATION

APPLICANT: (PRINT) _____ DATE: ___/___/___

FOOD ESTABLISHMENT NAME: _____

Changes in the type of food operation may require review and approval of plans and specifications by the Division of Public Health to ensure compliance with current Food Establishment regulations.

Check one or more items below to indicate type of food operation(s)

PREPARATION AND SALE OF NON -TIME/TEMPERATURE CONTROL FOR SAFETY FOOD.*

PREPARATION, SALE AND SERVICE OF TIME/TEMPERATURE CONTROL FOR SAFETY FOOD* Only to order upon a consumer's request.

PREPARATION, SALE AND SERVICE OF TIME/TEMPERATURE CONTROL FOR SAFETY FOOD;* In advance, in quantities based on projected consumer demand, and discards food that is not sold or served, at an approved frequency.

PREPARATION, SALE AND SERVICE OF TIME/TEMPERATURE CONTROL FOR SAFETY FOOD;* In advance, in quantities based on projected consumer demand, and discards food using time as the public health control.

PREPARATION, SALE AND SERVICE OF TIME/TEMPERATURE CONTROL FOR SAFETY FOOD;* In advance, where preparation involves two or more of the following steps: combining time/temperature control for safety ingredients; thawing; cooking; cooling; reheating; hot holding, cold holding; or freezing.

PREPARATION, SALE AND SERVICE OF TIME/TEMPERATURE CONTROL FOR SAFETY FOOD;* In advance, where preparation involves two or more of the following steps: combining time/temperature control for safety ingredients; thawing; cooking; cooling; reheating; hot holding; cold holding; or freezing. For delivery to and consumption at a location off the premises of the food establishment where it is prepared.

PREPARATION, SALE AND SERVICE TIME/TEMPERATURE CONTROL FOR SAFETY FOOD;* In advance, where preparation involves two or more of the following steps: combining time/temperature control for safety ingredients; thawing; cooking; cooling; reheating; hot holding; cold holding; or freezing. For service to a highly susceptible population.**

DEFINITION OF TERMS

* Time/Temperature Control for Safety Food: a food that requires time/temperature control for safety(TCS) to limit pathogenic microorganism growth or toxin formation.

** Highly Susceptible Population: Persons who are more likely than others in the general population to experience foodborne disease because they are immunocompromised, preschool age children or older adults and obtain food at a facility such as a child or adult day care center, kidney dialysis center, hospital, nursing home or senior center.



FOOD PREPARATION REVIEW

1. IDENTITY OF FOOD PREPARATION REVIEW

Name of Food Establishment _____

Applicant _____

Address of Food Est. _____

Phone: _____

2. FOOD ESTABLISHMENT OPERATING CHARACTERISTICS

A. Total square footage of food establishment premises: _____ SQFT

B. Number of floors on which food operations are conducted: _____ FLOOR(S)

C. Type of meal service to be provided: (Check all that apply)

<input type="checkbox"/> Take Out Food	<input type="checkbox"/> Seated Dining
<input type="checkbox"/> Mobile Food Unit	<input type="checkbox"/> Delivery of Prepared Food
<input type="checkbox"/> Catering on premises	<input type="checkbox"/> Catering off premises
<input type="checkbox"/> Highly Susceptible Population* (see definition below)	

* Highly Susceptible Populaton: means persons who are more likely than others in the general population to experience foodborne disease because they are immunocompromised, preschool age children or older adults and obtain food at a facility such as a child or adult day care center, kidney dialysis center, hospital, nursing home or senior center.

D. Number of seats for dining: Interior _____ Exterior _____

E. Hours of operation:
Sun _____ Mon _____ Tue _____ Wed _____ Thu _____ Fri _____ Sat _____

If seasonal, specify approximate dates of operation:
From _____ To _____

F. Approximate daily maximum number of meals to be served:
Breakfast: _____ Lunch: _____ Dinner: _____

3. FOOD HANDLING PROCEDURES

In each of the following sections, please provide a brief description of your standard procedures to ensure that food is safe, unadulterated, and honestly presented when offered to the consumer. Please use additional sheets, if necessary.

A. Receiving Approved Source

How will you ensure that all foods are purchased from inspected and approved sources, such as retail store, purveyor, commercial processor, etc.?

B. Storage Protection from Contamination, Refrigerated and Frozen

How will you ensure that foods are maintained at 41°F or below, or frozen food maintained frozen?

FOOD PREPARATION REVIEW

How will you prevent cross-contamination between raw foods (meats, poultry, seafood) and cooked ready-to-eat foods?

C. **Preparation** Protection from Contamination

How will frozen foods be thawed before cooking?

How and where will foods (meat, poultry, seafood, produce) be washed and rinsed on-premises?

How will you minimize the time foods are in the Danger Zone (41°F - 135°F) during preparation?

How will ready-to-eat foods made by combining ingredients, such as tuna or chicken salad, be chilled after preparation?

D. **Cooking** Destruction of Organisms

How will you measure the required final cooking temperatures of time/temperature control for safety foods (thermometers, etc)?

E. **Service** Limiting Growth of Organisms

How will hot foods be maintained at 135°F or above during hot holding for service (steam tables, warmers)?

How will cold foods be maintained at 41°F or below during cold holding for service (cold pan units, buffet tables, etc)?

D. **Cooling** Limiting Growth of Organisms

How will foods be cooled from 135°F to 70°F within 2 hours and from 70°F to 41°F within 4 hours (ice bath, etc.)?

E. **Reheating** Limiting Growth of Organisms

Describe how foods for hot holding will be rapidly reheated to 165°F for 15 seconds within 2 hours (range, microwave).

F. **Disposal** Segregation and Disposition of Distressed or Contaminated Food

Describe the location for separation of contaminated/distressed foods. Describe your procedures to discard foods from unapproved sources, adulterated foods, and foods contaminated by employees or consumers.

Thank you for completing this Food Preparation Review. For information concerning food safety principles involved in these procedures, consult State of Delaware Food Code, or contact Office of Food Protection.

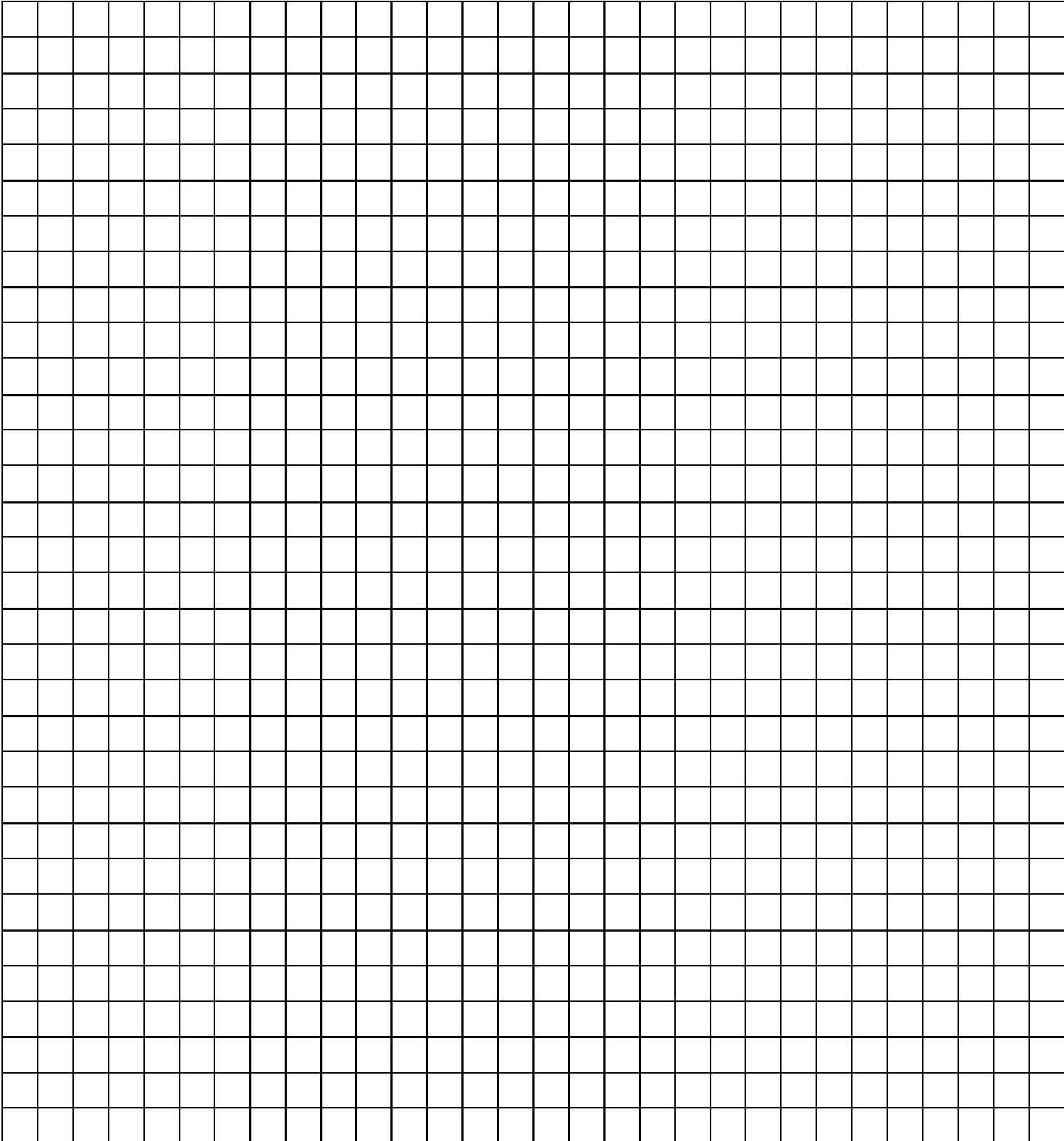


FOOD ESTABLISHMENT EQUIPMENT SCHEDULE

NAME OF FOOD ESTABLISHMENT:	DATE: ___/___/___
SUBMITTED BY:	

ITEM NO.	ITEM DESCRIPTION	MANUFACTURER	MODEL NO.
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

(USE ADDITIONAL SHEETS, IF NECESSARY, TO CONTINUE EQUIPMENT SCHEDULE)



FOOD ESTABLISHMENT FLOOR PLAN & EQUIPMENT LAYOUT

Scale 1/4" = 1 foot
(If other scale, specify: _____)

NAME OF FOOD EST. _____ Submitted by _____

New Transient System Information Sheet

Name of Business: _____

Applicant Name: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

County: _____

Telephone: _____ **Alternate Telephone:** _____

System Type: Restaurant Child Care Facility Fraternal Organization
 Other _____

Building Owner's Name: _____
(If applicant does not own building)

Building Owner Telephone: _____

Location of Business: _____

Number of Staff Part time and Fulltime: _____

Number of Customers Served by your Water System per Day: _____

Projected Date of Opening: _____ **Hours of Operation:** _____

Number of Days Open each Week: _____ **Open all year: Yes No**

Well Permit Number (metal tag on well): _____

Number of Buildings Served by the Water System? _____

Are There Any Plans for Expansion? _____

Comments:

Please complete and return to: Office of Drinking Water
Attn: Kevin W. Cottman
43 S. DuPont Hwy
Dover, DE 19901
Phone: (302) 741-8582
Fax: (302) 741-8631
Email: Kevin.Cottman@state.de.us