

Division of  
Environmental  
Health

Food Protection  
Program



Jack B. Johnson  
County Executive

# Prince George's County Health Department

Largo Government Center  
9201 Basil Court  
Largo MD 20770

## Checklist for Class II -- Special Food Service Facilities Single Day Events

This checklist is to help provide vendors with a basic understanding of the requirements for licensing a Class II facility for a single day event.

### Facility Requirements

- The facility is enclosed within a clean structure with a roof (usually a tent-type enclosure) to cover all food storage and preparation areas. Screening is not required unless the area has a problem with flying insects.
- A hand washing station with warm water, soap, paper towels and wastewater collection is provided. Acceptable set-up: warm water from a dispenser such as a coffee urn and a catch basin.
- Adequate toilet facilities are provided and located within reasonable distance.
- A three-basin set-up to wash, rinse and sanitize food contact utensils; detergent and an approved sanitizer (bleach), or if a licensed permanent food facility is available at the end of each day to clean utensils, or provide extra sets of utensils on-site.
- Provisions are in place to keep potentially hazardous foods at safe temperatures: 45°F or lower and 140°F or higher.
- A metal stem thermometer (graduated in 2°F intervals with a range of at least 0°F to 165°F) is provided for checking food temperatures.
- Adequate trash containers are provided for employees and customers.
- Water from an approved source is provided.
- Provisions are in place for the collection and proper disposal of wastewater. Wastewater may not be thrown out or otherwise discarded onto the ground, into storm sewers, etc.

### Food Protection Requirements

- All food, including ice, is obtained from approved sources. Home preparation and/or storage of food is NOT allowed.
- Only approved materials are used to cover foods while in storage or on display. Cloth towels are NOT approved for this use.
- The ice used in drinks is protected and is NOT to be used to keep other foods cold. Handled scoops are used to dispense ice.
- If food is stored on ice, the wastewater freely drains into a waste receptacle, not onto the ground. Raw beef, lamb, pork, fish, and poultry are not stored directly on ice. Raw foods such as these meats are stored using mechanical refrigeration or dry ice. (In a situation involving small amounts of raw meats, which are to be cooked for immediate service, the Health Department may allow meats to be stored on ice). An electrically or mechanically operated ice grinder is provided for snowballs (hand shaving or crushing of ice is prohibited).
- All foods are properly stored and protected at all times. No food can be stored on the ground.

