

FOOD SAFETY & TORONTO PUBLIC HEALTH GUIDELINES

Definitions

As printed in Ontario Regulation 562, as amended under the Health Protection and Promotion Act R.S.O., 1990 c.H.7

- **“Employee”** means any person who, is employed in a food premise, and handles or comes in contact with any utensil or with food during its preparation, processing, packaging, service, storage or transportation;
- **“Facility”** means any vendor booth, vendor trailer, or concession stand;
- **“Food”** is not limited to, but includes liquids and ice intended for human consumption;
- **“Food contact surface”** means any surface that food comes in contact with in a food premise;
- **“Hazardous food”** means any foods that require time-temperature controls to keep them safe for human consumption and that contain moisture, protein and neutral to slightly acidic PH. PHF consists, in whole or part, of milk or milk products, eggs, meat poultry, fish, shellfish, edible crustacean, sprouts, tofu, cut melons or other ingredients, including synthetic ingredients in a form capable of supporting rapid and progressive growth of infectious or toxigenic microorganisms (these are just some examples of PHF);
- **“Mobile preparation premises”** means a vehicle or other itinerant food premise from which food prepared therein is offered for sale to the public;
- **“Multi-service article”** means any container or eating utensil that is intended for repeated use in the service or sale of food;
- **“Potable water”** means water that is safe for human consumption;
- **“Pre-packaged foods”** means food that is packaged at a premise other than the premises at which it is offered for sale;
- **“Sanitizing”** means antimicrobial treatment, and “sanitize” has a corresponding meaning;
- **“Single-service article”** means any container or eating utensil that is to be used only once in the service or sale of food;
- **“Structure”** means something that is arranged in a pattern to form a surface appropriate to prepare, serve and store food products (i.e., tables, food vending cart, mobile food premises, kitchen facility);
- **“Transportation”** means any potentially hazardous and non-hazardous foods being moved and/or carried from supplier to facility; facility to facility; storage to facility;
- **“Utensil”** means any article or equipment used in the manufacturing, processing, preparation, storage, handling, display, distribution, sale or offer for sale of food except a single-service article.

Introduction

This guideline is intended to be used to aid in the protection of potentially hazardous foods from the numerous potential sources of contamination that may occur during transportation, preparation and handling. It is the responsibility for all food handlers and operators at the CNE to comply with the ***Health Protection and Promotion Act R.R.O. 1990, Regulation 562 Food Premise.***

Food Supplies

- All food shall be obtained from government inspected food premises. **NO home prepared or home canned food shall be used, offered for sale or given away. NO unpasteurized food or drinks (e.g. milk, cider) shall be sold or given away as samples.**

Food Protection and Storage

- All food must be protected from contamination at all times using such items as plastic wrap, aluminum foil, lids and/or sneeze guards.
- Food must be stored at least 15 cm (6") off the ground.
- Cleaning supplies must be stored in an area separate from food.
- All potentially hazardous and hazardous food must be transported, stored and maintained at proper temperatures. Cold food must be kept at 4°C (40°F) or colder. Hot food must be kept at 60°C (140°F) or hotter. Probe thermometers must be provided to ensure the food is being held at the proper temperatures. Proper refrigeration units, hot holding units and freezers must be used to maintain food at proper temperatures.
- Store cooked and ready-to-eat food on shelves above raw hazardous food in the refrigerator or in separate compartments.

Food Transportation

- All facilities food items must be **protected** from any cross contamination sources such as insects, chemicals, rodents, waste products, unclean equipment, unsanitary handling, risk of adulteration, and any other agents of public health significant at all times and when in transport.
- Each facility is responsible to maintain adequate **food temperatures** during the entire transportation as per the Food Premises Regulations. Potentially Hazardous Foods at 60 °C (140°F) or higher. Refrigerated cold Potentially Hazardous Foods at 4°C (40°F) or cooler and keep frozen foods at -18°C (0°F) or lower.
- **Vehicles** used for transportation of potentially hazardous foods should be maintained in a clean and sanitary environment to protect from contamination.
- All **equipment** used for the transportation and handling of foods shall be smooth, non-porous, impervious, corrosion resistant, non-toxic, food grade material, and in good repair to permit adequate cleaning and sanitizing. The vehicles must be constructed to prevent any waste product such as ice but not limited to poultry waste, from leaking onto the ground during transport.
- Any person(s) required to handle food must maintain safe levels of personal hygiene as listed in the Food Building Health Guidelines.

Food Transportation - Receiving/Inspection

- Each facility should be equipped and able to provide personnel with appropriate testing thermometers.
- All vehicles and equipment should be checked:
 - Before and after each trip for structural defects
 - For cleanliness
 - For proper temperatures and operation of refrigeration
 - To ensure that all food containers within the vehicle are of sound construction, clean, maintained and also checked for separate temperature controls when applicable
 - Personnel hygiene is adequate

- All facilities must secure and maintain documentation that:
 - Identifies the source of all food products
 - Demonstrates the supplier is certified in the processing, production and shipping of hazardous food products
 - Confirms the mode and means of transporting hazardous food products
 - Provides shipping documentation that identifies products shipped, shipping data respecting delivery dates, proof of condition and confirmation of temperature control of product during the shipping process

Food Preparation

- Limited preparation is permitted on site.
- Do not leave food out at room temperature.
- Keep marinating food in the refrigerator.
- Prepare and cook food in smaller amounts for immediate sale instead of in large amounts that need to be cooled and reheated.
- Prevent cross contamination:
 - Use clean plates or containers for cooked food and not those that held raw food.
 - Clean and sanitize cutting boards and knives after each use and on a regular basis.
 - Use utensils such as tongs, ladles and spatulas when handling food.
- Food contact equipment and surfaces must be smooth, non-absorbent, easily cleaned and protected from contamination.
- Wiping cloths and sponges for cleaning and sanitizing food contact surfaces must be provided and stored in sanitizing solution.

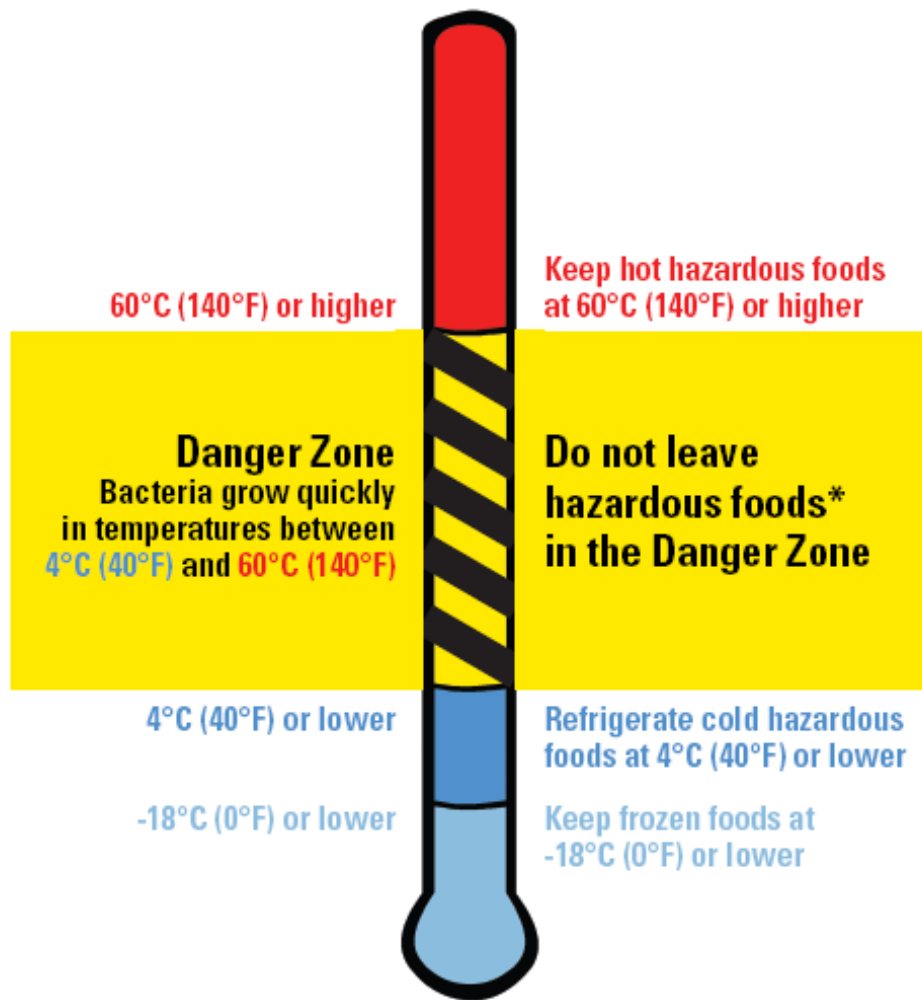
Food Preparation – Internal Food Temperature

Food must be cooked and reheated to an internal temperature as indicated below.

Internal Temperature for Cooking and Reheating Hazardous Food

Hazardous Food Items	Cooking °C (°F) for 15 seconds	Reheating °C (°F) for 15 seconds
Poultry • whole	82°C (180°F)	74°C (165°F)
Poultry • other than whole poultry • all parts of ground poultry • all parts of ground meats that contain poultry	74°C (165°F)	74°C (165°F)
A food mixture containing poultry, egg, meat, fish, or another hazardous food e.g. hamburgers	74°C (165°F)	74°C (165°F)
Pork and pork products All parts of ground meat, other than ground meat that contains poultry	71°C (160°F)	71°C (160°F)
Fish	70°C (158°F)	70°C (158°F)

Temperature Control of Foods



* Hazardous foods are foods that need to be kept hot or cold to keep them safe.

Food Sampling

- Use tongs, serving spoons, ladles and spatulas to serve food into individual sample size portions.
- The samples should be offered in single portions by using individual serving plates, cups or serviettes.
- Consumers should not be able to touch other food samples while they are taking their own sample.

Handwashing Sinks

- Every food booth must have a handwashing basin with hot and cold running water, liquid soap in a dispenser and paper towels.
- Handwashing basins must be accessible at all times.

Hand Sanitizers

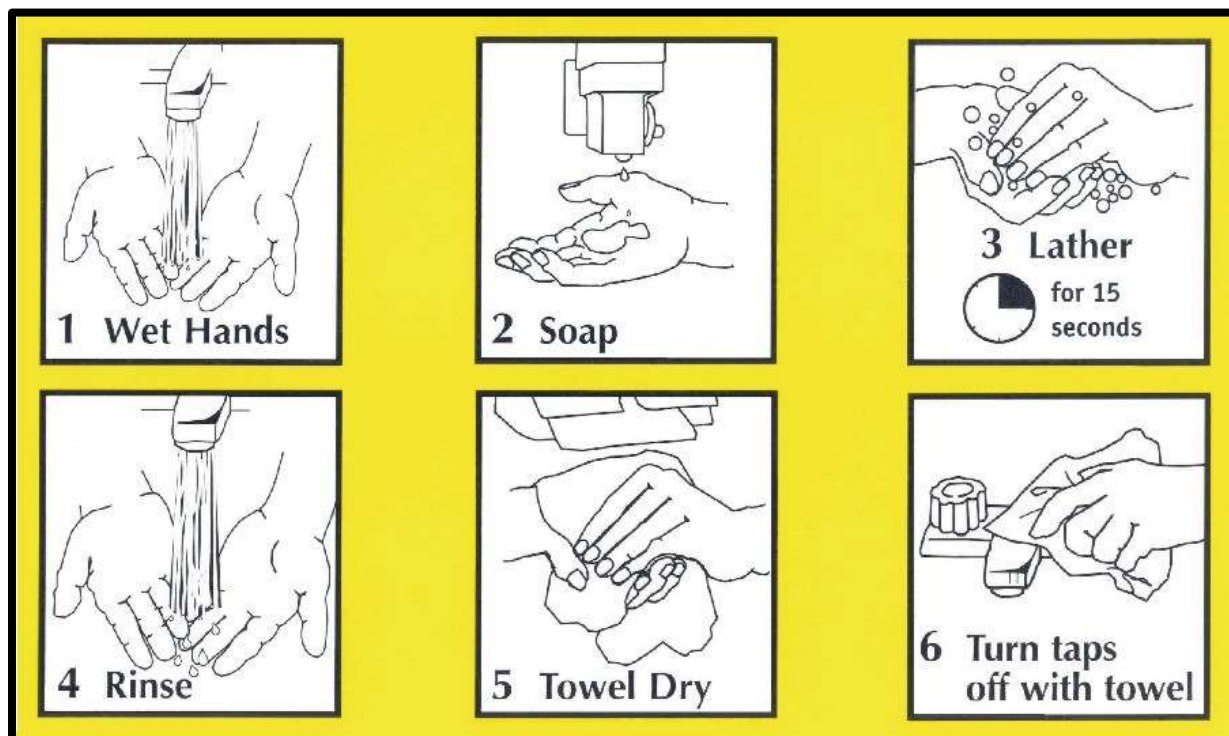
- Hand sanitizers do not replace proper handwashing.
- If used as a supplement to proper handwashing, hand sanitizers should be in contact with hands for at least 30 seconds to be effective.

Personal Hygiene (Hand washing)

All food handlers

- Must maintain good personal hygiene.
- Must wear clean outer clothing and have their hair confined in a net or a hat.
- Should have trimmed nails and wear no jewelry when preparing food.
- Should be aware of their habits such as nail biting, touching their face especially around the mouth, nose and eyes.
- Wash hands after:
 - Handling hazardous or raw food
 - Sneezing or coughing
 - Touching something contaminated
 - Smoking
 - Using the washroom
 - Handling money
 - After finishing one job
 - After using a cell phone, smart phone, mobile device, Ipod or mp3 player
- Wash hands before:
 - Starting work
 - Handling any food

Hands must be properly washed using the six step method as described.



Ontario Regulation 562, Food Premises, under the authority of the Health Protection and

Promotion Act, 1990, does not require the use of gloves.

- It is required that food handlers properly wash their hands before handling food and that utensils are used whenever possible.
- Gloves are recommended when food handlers have cuts or wounds on their hands.
- The cut or wound should be bandaged and protected with a glove. This protects the wound and the food. Whenever hands should be washed, the gloves must be changed.

Gloves

If gloves are used:

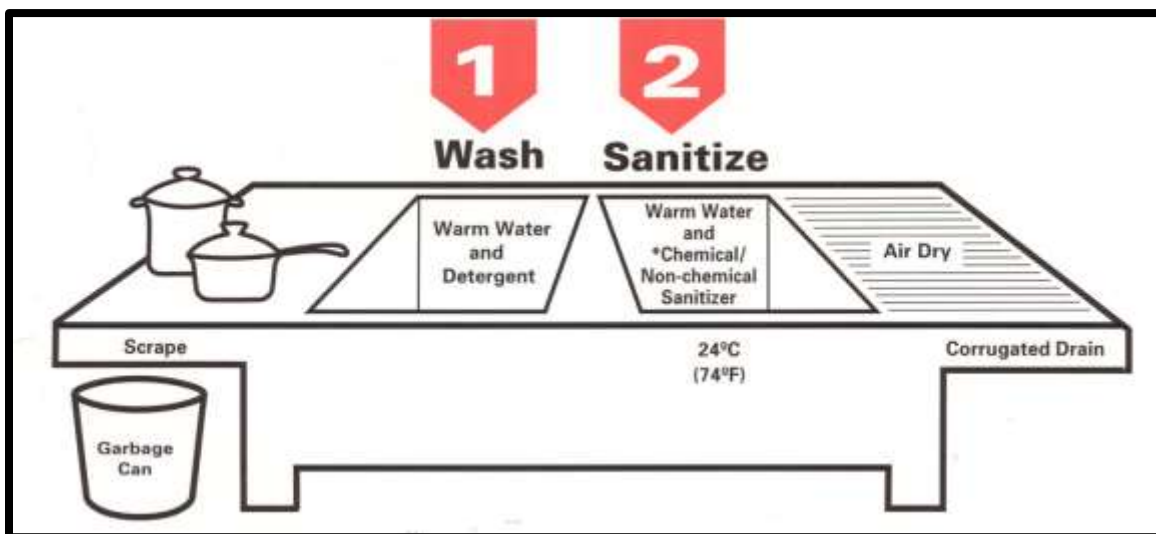
- They must be replaced after each task.
- Hands must be properly washed before gloves are put on and each time gloves are removed.
- Gloves must be properly stored to protect them from contamination.

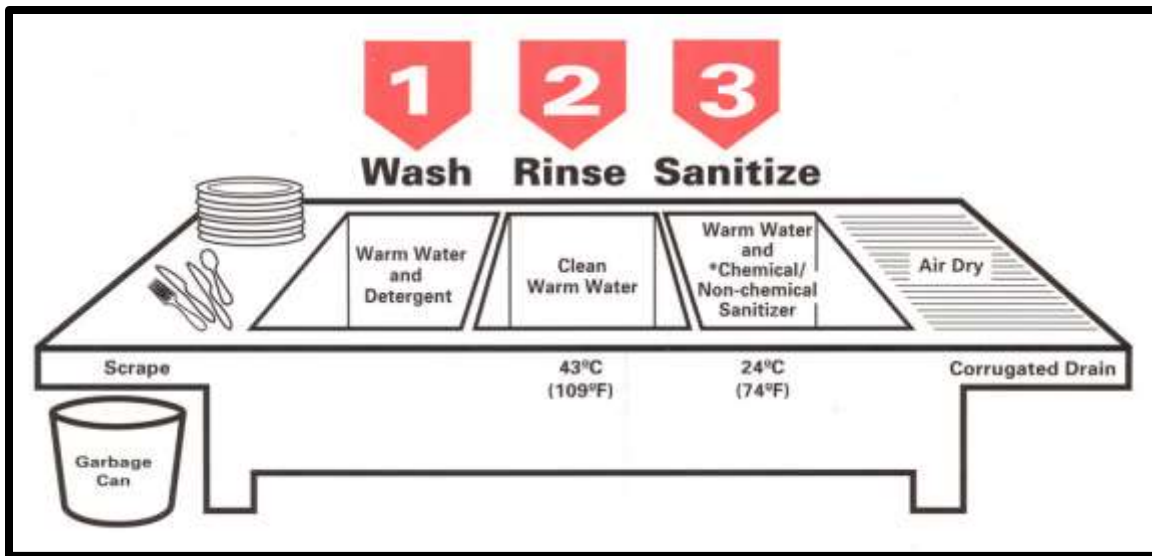
Remember!

- Gloves do not replace handwashing.
- Gloves are a tool and must be used properly.

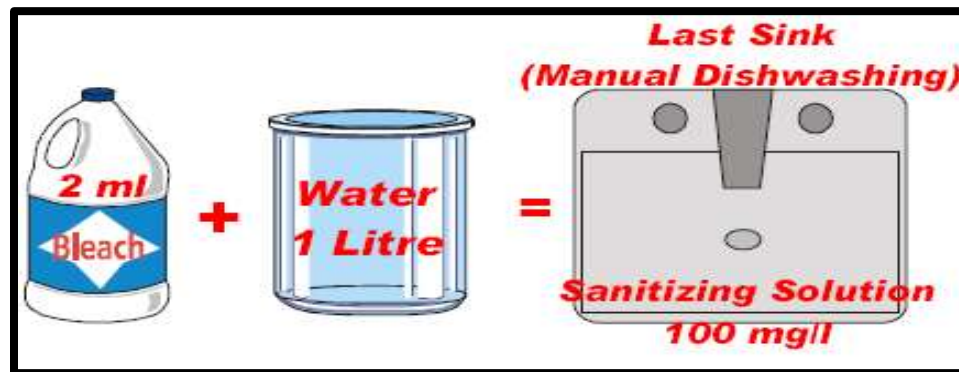
Cleaning and Sanitizing

- Two (2) or three (3) compartment sinks are required in each booth for the proper cleaning and sanitizing of utensils and food containers. Ensure detergent and sanitizers are available for use.

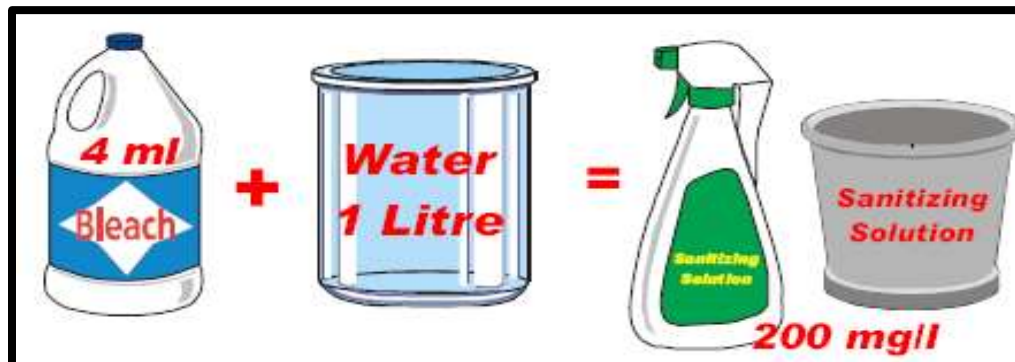




- The last sink must be used for sanitizing utensils and food containers after washing. The utensils must be soaked in solution for 45 to 60 seconds before air drying. A sanitizing solution for the last sink can be made proportionately by the following. The sanitizing solution must be changed frequently.



- Food contact surfaces must be cleaned and sanitized after each use and on a regular basis.
- It is recommended that a sanitizing solution stored in a spray bottle or a pail (with wiping cloths) is used to sanitize all surfaces. The solution in the bucket should be changed every 4 hours and once a day in the spray bottle.



Garbage

All Food Premises must provide a watertight, fly-proof, covered container in the food preparation area for the disposal of garbage.

All Food Premises are required to dispose of their garbage in the proper **Garbage Bins and Recycling Bins** provided. Cardboard boxes must be flattened first. Please do not use garbage containers that are for the use of the public. All entrances and fire exits **MUST BE CLEAR** of refuse at all times.

In order to ensure proper handling of waste, we ask that you dispose your garbage bags and organic bags in the rolling bin positioned outside of the compactor room, our cleaning crew will sort out the organics from the waste. **Do not enter the compactor room, unless you are disposing your grease in the designated areas provided.**

Composting

We are 100% committed to the CNE composting program. We ask that all concessionaires make this part of their routine practice together with the very successful recycling program. Fines of \$200.00 per offence will be levied for non-compliance of the proactive.

Grease

Approved disposal containers for grease and cooking oil must be provided. Containers with grease **must not** be deposited in the sewer system or storm drains.

Mismanaging liquid waste (leaving oil buckets in unapproved areas, or spillage) or solid waste is a violation of Ontario Regulation 562/90 and will result in a conditional pass for the originating booth, as well as legal action.

Cleanliness and Maintenance

- The walls, floors, ceilings and equipment in every food establishment must be clean, free from debris and in good condition at all times.

Training - CNE Food Handler Presentation

To minimize the risk of foodborne illness to the visitors to the CNE, the CNE management requires all food handlers participate in a food safety training presentation. All food handlers must attend a food safety training presentation prior to the start of the 2016 CNE. There is no cost to attend.

Food handlers are exempt from attending a session if they are in possession of the following with **photo identification**.

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- A valid recognized food handler training certificate issued within the previous 5 years **including a health unit certificate** from a Toronto Accredited organization www.toronto.ca/health/foodhandler or from an Ontario Approved organization or from a health unit in Canada
- A valid 2015 CNE food safety training card issued by Toronto Public Health.

Important:

- There must be at least one Certified Food Handler working in a **supervisory capacity** in each area of a food premises where food is prepared, processed, served, packaged or stored. The supervisory staff member is to be in possession of a valid Food Handler Certificate from an approved source.
- **ALL** food handlers at the CNE are required to wear a 2016 CNE Food Handler Button.

Enforcement

The operation of any Food Premises may be suspended or cancelled if the establishment fails to meet the requirements the Food Building Health Guidelines or the Food Building Rules and Regulations. Other enforcement actions such as food seizure or restrictions on certain aspects of the Food Premises operation, designed to ensure the health of the public may occur.

Without limiting the generality of the Food Building Health Guidelines, examples of deficiencies that may result in immediate closure or other enforcement action are:

- A lack of hot and cold running water
- Drain back-up
- Inadequate temperature control for perishable foods
- Infestations of insects or vermin
- Loss of vital service (water, drain, electricity, gas)
- Inadequate or malfunctioning utensil washing equipment
- Food posing outbreaks or foods being served that are bacteriologically unsafe (Refer to Food Building Rules and Regulations, Section 32)

Expectations for Owner/Operators in the CNE Food Building and on the Grounds of the CNE
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- Food premises must be in compliance with public health requirements prior to opening on August 19th, 2016
- Food premises will operate in compliance with public health requirements at all times
- Infractions must be corrected immediately
- Owner/operators will ensure all staff attend the CNE food handler training sessions
- Owner/operators will ensure all staff are in possession of a valid CNE Food Handler Training button or training card issued by Toronto Public Health or a recognized Food Handler Training Certificate.
- Owner/operators will ensure all staff are wearing their 2016 CNE Food Handler button
- Owner/operators will review this information sheet with all staff
- Owner/operators will post this information package in a location accessible to all staff within their booth
- Owner/operators will monitor and direct staff to ensure compliance with public health requirements
- Owner/operators will ensure the Inspection Notice is posted in a visible location at all times
- Owner/operators will ensure the latest copy of the Food Safety Inspection Report is available for viewing upon request

Expectations for Food Handlers in the CNE Food Building and on the Grounds of the CNE
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- Food handlers must wear their 2016 CNE Food Handler Button and have their food handler training card with them at all times when handling food
- Food handlers must be clean and wear clean outer clothing
- Food handlers must wear headgear (hat and/or hairnet) that confines the hair
- Food handlers must properly wash their hands as often as necessary
- Food handlers should not handle food if they have open wounds on their hands or are wearing bandages. Plastic gloves must be worn to protect the food and the bandaged wound.
- If plastic gloves are used, they must be used in the following manner:
 - Wash hands thoroughly before and after wearing gloves
 - Replace gloves after each task
- Food handlers should have trimmed nails and wear no jewelry when preparing food
- Food handlers should be aware of their habits such as biting nails, touching their face and scratching their head and avoid them when handling food
- Food handlers are not to handle food if they are ill with diarrhea, vomiting, coughing or sneezing
- Food handlers will operate in compliance with public health requirements at all times
- Food handlers will review and understand this information sheet
- Food handlers will carry out directives issued by owner/operators to ensure food safety and compliance with public health requirements

2016 FOOD SAFETY ACKNOWLEDGEMENT FORM

I, the undersigned, acknowledge that I understand the attached Food Safety document. I agree to comply with and abide by all statutes and regulations that establish food safety requirements for the safe preparation, handling, moving and sale of all food products, including, but not restricted to **Ontario Health Protection and Promotion Act R.R.O. 1990, Food Premises Regulation 5620.Reg. 175/31** as amended. I acknowledge that I will also cooperate with CNE Management in the enforcement of safe food handling practices while participating at the CNE. In the event of a charge, prosecution, or any other legal proceeding arising out of or related to the **Ontario Health Protection and Promotion Act, R.R.O. 1990, Food Premises Regulation 5620.Reg 175/31** as amended, as an exhibitor/concessionaire, I agree to be liable for the actions of my staff and contractors as it applies to the situation.

Company Name: _____

Booth(s) Name or Location(s) #: _____

Check All That Apply:

- ☐ Food Building
- ☐ Outdoor Concession
- ☐ Enercare Centre
- ☐ Casino
- ☐ QE Exhibit Hall
- ☐ Other (please specify): _____

Name (Please Print): _____

Signature: _____

(I have the authority to bind the company listed above)

Date: _____

IMPORTANT: Fax or e-mail a signed copy of the **2016 Food Safety Acknowledgement Form** to Jeannette Mintz, Exhibit Sales Account Manager by **June 15, 2016**.

Fax – 416.263.3863 Email – jmintz@theex.com