City of Portland

Temporary Food Service Establishment (TFSE)
Rules and Regulations

- City of Portland and State of Maine licenses must be obtained before operating. Applications and fees will not be collected on the day of the event. Failure to comply will result in closure.

- All food must be from an approved source.

- All food must be prepared in a licensed kitchen or on site. It cannot be prepared at home.

- A Person In Charge (PIC) is always required on site.

- A Certified Food Protection Manager (CFPM) is required when the temporary FSE operates for more than 14 days per year and prepares potentially hazardous foods or foods that require time/temperature control.

- All food and paper products not in a sealed can or bottle must be at least 6 inches off the ground/floor. This includes boxes of bread, bags of onions, potatoes, napkins, cups, plates, etc.

- All food must be properly protected from customer contamination. Wrapping and labelling the food is one option. Labels must include the name of the food, quantity of contents, name of business or manufacturer and list of ingredients from most predominant to least. Buffet style service or samples should be provided with toothpicks, forks, or other serving implements.

- All temporary FSEs must have a hand sink with hot and cold running water under pressure. All mobile units shall have a hand wash sink with hot/cold water under pressure; temporary mobile units can use a gravity or pressure system. Hot water needs to be a minimum of 100F. Hand wiping is to be done with paper towels, not cloth towels.

- All equipment and personnel must meet sanitary standards. No open cuts, wounds or sores on hands, arms or facial area; long hair and beards must be restrained by caps, hats, nets, etc. Hands and clothing must be clean.

- Facilities for keeping potentially hazardous foods at proper temperatures must be provided. **Cold food at 41 degrees or lower; hot food at 135 degrees or higher**. Foods not meeting these requirements may be disposed of by the Inspector.

- All wipe cloths shall be kept in an approved sanitizing solution of ½ capful of bleach per gallon of water when not in use and sanitizer test strips in use to confirm safety of sanitizer.

- Food handlers are required to wash hands after using toilets, smoking, eating or handling potentially contaminated items.

- Ready to eat foods must be handled with gloved hands, serving utensils or other protection from direct hand contact.

- Food is to be protected from contamination, including from above. Common forms of overhead protection include umbrellas. All overhead protection above grills must meet Fire safety standards.

- All open grills or cooking surfaces are to be protected from contact with customers.
- Water for drinking and cooking shall be from a Public Water System or nonpublic Water System that meets state Drinking Water quality standards.
- All electrical wiring shall be in conformance with the current National Electric Code with special attention given to Articles 300, 305, and 310 of the NEC. Electrical permits are required and can be obtained from the Code Enforcement office.
- All vendors having any type of open flame cooking (e.g.; gas grill, gas range, etc.) must have a 2a, 10 BC fire extinguisher.
- All vendors having a fryer must have a 40 BC fire extinguisher.
- Trash bags may not be used for food storage.
- Propane tanks shall be secured and installed following the guidelines of the State's LP Gas Safety Check List.

The Temporary Food Service License will not be released until all requirements are met. Any violations during the course of the event may result in an order to close the operation.

For more information, please contact the Food Service Establishment Inspectors at (207) 756-8365