

# International Plowing Match and Rural Expo 2024

## Food Vendor Information Package



Adopted by Wellington-Dufferin-Guelph Public Health

## Food Vendor Requirements

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### Welcome!

Haliburton, Kawartha, Pine Ridge District Health Unit is excited to be the host health unit for the International Plowing Match & Rural Expo for 2024.

For questions regarding the food vendor application or food safety please contact the health unit below:

- Phone: 1 (866) 888-4577 x. 5006
- Email: [INSPECTIONS@HPKPR.ON.CA](mailto:INSPECTIONS@HPKPR.ON.CA)
- Website: [International Plowing Match 2024](#)

### Application Process:

In addition to the IPM vendor application you are required to complete the following:

- Thoroughly read through this food vendor package
- Submit a VENDOR application form to the ORGANIZER by **August 26, 2024**.
  - [Special Events Permit | HKPR District Health Unit](#)
  - If you have more than one booth/ food truck, a separate application **MUST** be submitted.
  - **You MUST be an inspected facility to participate.**
  - Most recent inspection report **MUST** be attached to vendor application.
  - If you are looking to become an inspected facility, please contact your local health unit to schedule an inspection.
  - **A valid food handler certificate MUST be attached to vendor application.**
- If you are looking to acquire your food handlers certificate, please visit our website for options: [Food Handler Training | HKPR District Health Unit](#) or contact your local health unit.
- Once your application is received, a public health inspector will review your application and contact you if there are any additional questions.

**\*Please Note: No late applications will be accepted\***

## Food Definitions:

**Potentially Hazardous Food:** Food contains milk or milk products, eggs, meat, poultry, fish shellfish, ready to eat foods, or other products that can support the growth of disease-causing micro-organisms or their toxins. Examples: hamburgers, shish kabobs, hot dogs, gyros, pogos, chicken, potatoes, cooked rice, unpasteurized apple cider, cream-filled pastries, and ice cream. Potentially

**Non-Hazardous Food:** Food that normally does not support the growth of disease-causing micro-organisms. Examples: dry goods and cereals, un-constituted dehydrated foods, baked goods, fruit pies, cookies, breads, popcorn, cotton candy and candy bars

## Safe Food Handling Practices

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### Food Supplies and Water:

- All food products served, sold, or sampled must be obtained from an approved source.
- All food products served at special events must be prepared in an inspected kitchen.
- Food products prepared or canned at home cannot be used, offered for sale, or given away at the event.
- All water must be from an **approved potable supply** (IPM will supply potable water on site).

### Food Handling and Protection:

- Food preparation area:
  - The ground must be covered with a hard cover to protect area from seasonal elements (dirt, dust, mud, rainwater).
  - The area must be covered by an overhead canopy.
- Food preparation and cooking areas must be separated from the serving area. These areas must have smooth, non-absorbent surfaces and be easily cleanable.
- Food must be handled with utensils (e.g., tongs, spoons, ladles, etc.) to prevent direct hand contact with food. Use napkins or disposable tissue to handle dry goods like pastries.
- Separate utensils or equipment must be used for preparing or serving raw and ready-to-eat foods.
- Single use eating utensils such as individual utensils, paper plates, and cups are required.
- Condiment containers must be pump type, squeeze containers, or have self-closing covers or lids. Single-use packets are recommended.
- All food (including ice) that is prepared, stored, displayed, or transported must be protected from contamination (e.g., dust, dirt, insects, or other contamination).

- Foods must be covered completely by food-grade plastic wrap, foil, sneeze guards or cabinets.
- Store food and supplies in fully enclosed food-grade containers with tight-fitting lids (no cardboard).
- All food and food supplies must be stored at least 15 cm or 6 inches off the floor or ground.

### **Food Sampling:**

- All food products are required to be protected from contamination by using food grade wrap, foil, lids, or sneeze guards.
- Offer food samples in small quantities, replenishing often to prevent temperature abuse.
- Where possible provide samples directly to the customer with utensils. Food samples should be provided in single servings using single service utensils (paper cup, napkin, toothpick etc.)
- Customers should not be able to touch other food samples.
- A garbage receptacle should be available for service utensil disposal.

### **Temperature Control**

- All potentially hazardous foods must be transported, stored, and maintained at required temperatures. Indicating thermometers must be provided in all cold holding units.
- Transport hot and cold foods quickly from place to place. Use thermal insulated containers with cold or hot packs, mechanical refrigeration/ freezers or refrigerated vehicles to maintain hazardous foods at the required temperatures.
- Do not thaw frozen foods at room temperature. Foods must be thawed in a refrigerator or under cold running water.
- All hazardous foods that require cooking must be fully cooked to the minimum internal cooking temperatures. Probe thermometers must be available to test internal food temperatures. Food should be probed at the thickest section of meat without touching bone, fat, or cartilage.
- Reheat food to 74°C or above for at least 15 seconds.



# PREVENT FOODBORNE ILLNESS

Cook food to a safe internal temperature:

Fish	70°C (158°F)
Pork, Pork Products	71°C (160°F)
Ground Meats (not poultry)	71°C (160°F)
Food Mixtures with Meat	74°C (165°F)
Poultry, Pieces or Ground	74°C (165°F)
Poultry, Whole	82°C (180°F)



Keep **hot food hot** and **cold food cold**

Hot Food 60°C (140°F) or hotter

Cold Food 4°C (40°F) or colder

Frozen Food -18°C (0°) colder

**Reheating food?** Heat to 74°C for at least 15 seconds.

**Use a sanitized probe thermometer to check the internal temperature of food.**

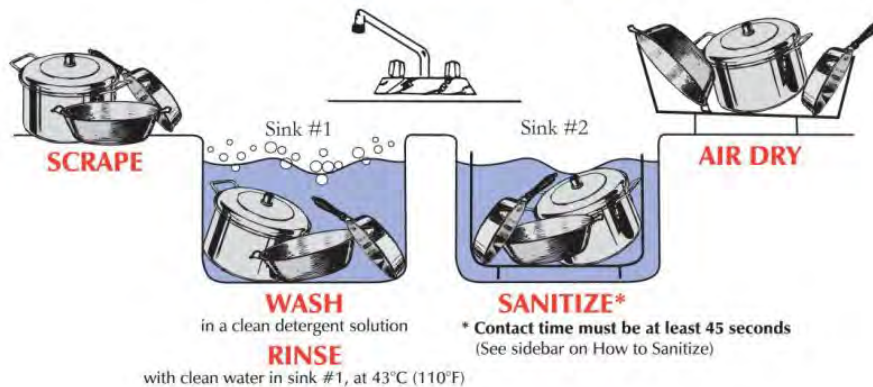
Never leave food for more than **2 hours in the Danger Zone**. Harmful bacteria multiply quickly at these temperatures.

**When in doubt, throw it out.**

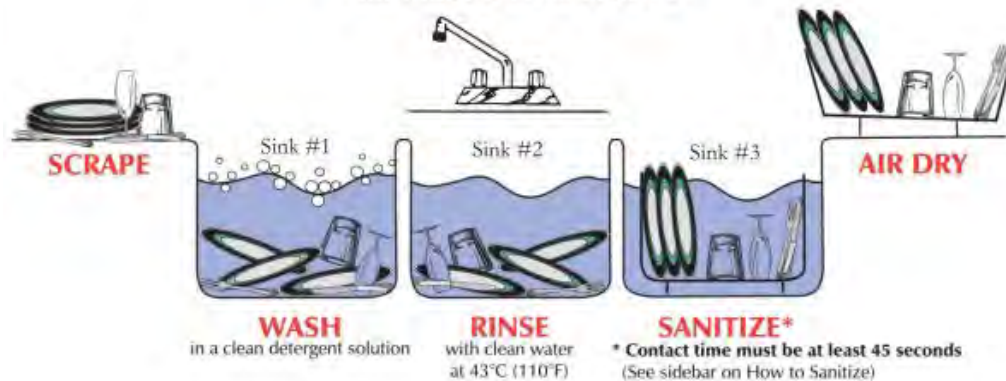
## Dishwashing

- Utensils and equipment may be washed on site or in a commercial kitchen. A **two- or three-compartment sink** with hot and cold running water must be used to wash, rinse, and sanitize utensils and equipment. Alternatively, with public health approval, the use of three dishwashing basins with hot water can also be used following the standard 3 sink dishwashing method (see examples below).
- A food grade sanitizer is required for sanitizing: **Chlorine** (100ppm), **Quaternary Ammonium** (200ppm) or **Iodine** (25ppm).
- Vendors must have a sufficient supply of clean utensils/cookware stored in a clean washable container. Four sets of utensils are recommended for each day.

### 2 sink method for pots, pans and cooking utensils



### 3 sink method for multi-service articles



## Sanitizing

- An approved sanitizing solution (bucket or spray bottle) must be available to sanitize food contact surfaces.
- Sanitizing Solutions:
  - Chlorine: 100 parts per million (ppm) (2 ml or ½ teaspoon of household unscented chlorine bleach in 4 cups or 1 litre of water).
  - Quaternary Ammonium: 200ppm
  - Iodine: 25 ppm.
- If a bucket is used, wiping cloths must be stored in the sanitizing solution. An adequate supply of cloths must be provided.
- If a spray bottle is used, it must be clearly labelled, and a clean wiping cloth or disposable paper towels must be used.
- Sanitizing solutions must be prepared daily and changed as often as needed.
- Test strips must be available and used regularly to ensure sanitizing strengths meet the minimum concentration requirements. Chlorine solution loses its effectiveness in open container after 2- 3 hours due to evaporation.

## Waste Disposal

- An appropriate-sized garbage container made of durable, waterproof, and rodent-proof material with tight-fitting lid must be provided. Keep it clean and empty it frequently.
- Final garbage disposal must be made at a designated garbage bin or approved waste disposal site.
- Grease from fryers must be stored in covered, non-flammable and durable containers and is to be disposed of by approved methods.

## Wastewater Disposal

Wastewater must be stored in a covered, durable container and disposed of in an approved sanitary sewer, bathroom facility or holding tank. Wastewater must not be disposed of on the surface of the ground.

The IPM will have contact information for companies that will come in and dispose of wastewater at a fee.

## Handwashing Facilities

A handwashing station is required if food is prepared or handled at an event.

- Each vendor must have access to a continuous supply of tepid hot and cold running water under pressure, liquid soap in a dispenser, individual paper towels and a wastewater collection bin. This must be conveniently located in the food handling area.
- If a portable handwashing station is approved for use by a public health inspector, the container for the water must have a turn valve that will allow water to flow freely while permitting both hands to be washed at the same time.

### Portable Handwash Station Setup

- Place a handwashing station in a convenient location.
- Ensure the handwashing station is elevated off the ground.
- Equip station with:
  - Paper towels
  - Liquid soap in a dispenser
  - Wastewater bucket
- **Ensure handwashing station is only used for handwashing.**

### Glove Use and Hand Sanitizer

- Wearing disposable gloves is NOT a substitute for proper handwashing. Gloves become dirty and contaminated just like bare hands and create a false sense of hand cleanliness.
- If gloves are used:
  - Hands must be washed before putting on new gloves and after taking off dirty gloves.
  - Gloves are single use only and must be changed between tasks.
  - Washing gloves is not permitted.
- Glove use is required when a food handler has a bandage over a minor cut/burn.
- **Hand sanitizer is NOT a substitute for proper handwashing. Food handler hands are often soiled with food particles which prevents hand sanitizer from working effectively.**

## Food handler Hygiene Tips

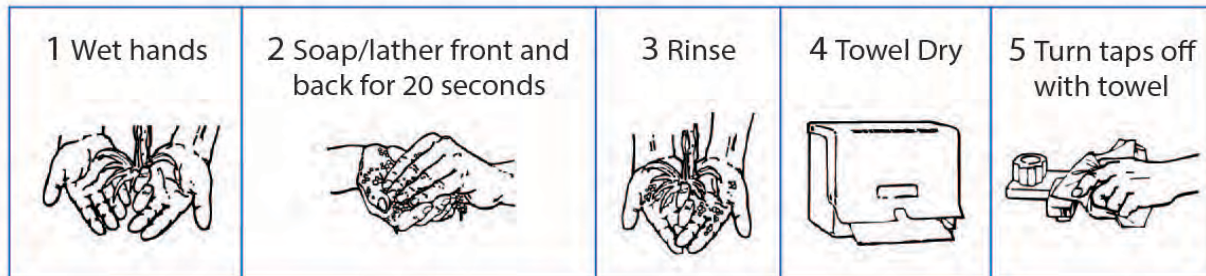
To help prevent food contamination, people who handle money should not prepare food. Having a dedicated money handler is strongly encouraged.

Ensure everyone's food handler certification is up to date and you have at least one certified food handler on site. It is recommended that everyone handling food have their food handler certification.

If food handling training is needed, please visit our website [Food Handler Training | HKPR District Health Unit](#) for more information or contact your local health unit.

- All food handlers shall wash hands thoroughly using soap and water:
  - Before beginning work.
  - Before preparing food.
  - After handling raw meat.
  - After using the toilet or washroom.
  - After coughing, sneezing, or blowing their nose.
  - After touching garage, or soiled work surfaces.
  - Before and after smoking
  - Whenever hands become dirty (e.g., after handling money).
- Clean outer garments must be worn.
- Hair must be confined while handling or preparing food. (hat, hairnet, beard net, etc.)
- Food handlers that are coughing or sneezing, have a fever, jaundice, diarrhea, or vomiting; or have infected sores or cuts, **should not be handling food.**

## How to Wash Hands Properly



### **ALWAYS wash your hands BEFORE and AFTER:**

- Handling raw foods, especially meat and poultry
- Eating or smoking
- Cleaning food preparation areas (surfaces, equipment, plates and utensils)
- Touching your hair, face or body

### **ALWAYS wash your hands AFTER:**

- Taking out the garbage
- Cleaning washrooms
- Sneezing, coughing or blowing your nose
- Going to the washroom
- Touching anything else that may contaminate hands (including money)
- Cleaning up after or handling pets





## Smoke Free Ontario Act

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The International Plowing Match 2024 will be a smoke free event.

- Any use of tobacco or vapour products at the event will be strictly enforced in accordance with the [Smoke-Free Ontario Act, 2017, S.O. 2017, c. 26, Sched. 3](#)



## Special Event Inspection Checklist

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### Handwashing:

<b>Complete</b>	
	Adequate handwashing station with continuous running water appropriate for the type of food handling.
	Liquid soap in a dispenser and paper towels.
	Catch basin for wastewater.
	Receptacle for paper towel disposal.

### Safe Food Handling:

<b>Complete</b>	
	Refrigeration or thermal containers with ice packs at a temperature of 4°C (40°F).
	Adequate hot holding at a temperature of 60°C (140°F).
	Probe thermometers for checking internal temperatures of food products (with means to sanitize probe between uses).
	Indicating thermometer for verifying cold holding temperatures.
	Materials for covering and protecting foods (e.g., plastic wrap, foil, sneeze guard)
	A canopy / tent to protect food preparation area (BBQ).
	A hard surface ground cover in food preparation area or another protection from mud, dust, and rain.
	Provisions to store food 15 cm (6 inches) off the ground.
	Separate cutting boards and utensils for raw and cooked foods.
	Single-use utensils for customers.
	Adequate set of clean utensils (4 sets recommend per event day and changed out every 2 hours).
	A storage container for dirty cooking utensils.

### Sanitation:

<b>Complete</b>	
	Bleach sanitizing solution (1/2 tsp bleach per 4 cups of water), quaternary ammonia compound, or iodine available in buckets or labeled spray bottles.
	Adequate dishwashing plan.
	Supply of clean wiping cloths.
	An appropriately sized garbage container with lid.

### Personal Hygiene:

<b>Complete</b>	
	Hair covering / restraint (e.g., hairnet, cap, hair tied back).
	Clean outer clothing and apron.

## **Useful Resources:**

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### **Food Premises Regulation**

[O. Reg. 493/17: FOOD PREMISES \(ontario.ca\)](#)

### **International Plowing Match 2024**

[International Plowing Match 2024](#)

### **Food Premises Reference Document, 2019**

[Food Premises Reference Document, 2019 \(ontario.ca\)](#)

### **Special Events Form for the Health Unit**

[Special Events Permit | HKPR District Health Unit](#)