

MONTGOMERY COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF PUBLIC HEALTH

PO Box 311
Norristown, PA 19404-0311
610-278-5117
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364 King Street
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610-970-5040
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102 York Road, Suite 401
Willow Grove, PA 19090
215-784-5415
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Montgomery County
Office of Public Health
Farmer's Market Vendor Guidelines

Division of Environmental Field Services

April 2019

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Definitions

A vendor is defined as a facility that is operating as part of an interim market. These facilities are not permanent structures and are assembled and disassembled routinely at one location.

Exempt Vendors

Licensing and inspection is **not required** for vendors that sell only *whole uncut produce (raw agricultural products) or pre-packaged non-Time/Temperature Control for Safety (TCS) foods*. If that describes your business, you do not have to fill out any paperwork.

**Providing a small amount of sampling of raw agricultural products is permissible.*

Non-Exempt Vendors

*Vendors who cut produce for sale, sell certain baked goods, prepare food for sale on-site or sell perishable food products **are required** to obtain a license and undergo inspections. If your business engages in any of the described activities, you must fill out the Farmer's Market Packet and submit it and a fee within 30 business days prior to the market opening.*

Mobilized Vendors

Mobilized vendors (any operation that moves around with the same exact set-up and equipment from market to market and may only operate at ONE location at a time) are **not required** to complete a Farmer's Market Packet, **but must complete** a Plan Review Packet, which can be obtained by going onto our website: www.health.montcopa.org.

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REQUIREMENTS FOR FOOD VENDORS

A. FOOD PROTECTION

All food items must be properly protected against contamination at all times.

1. All booths/food service areas must have overhead protection such as a canopy, tarp, tent, etc. Side barriers must be available when needed for dust and insect control.
2. Food facilities may not be located in areas without floor protection. Protection may include: pallets, concrete, asphalt/blacktop, wood sheeting, linoleum, tile, or other similar material to control ground dirt and debris.
3. Equipment must be located away from the public for safety and food protection.
4. No food may be displayed without being wrapped or protected by a properly designed sneeze guard.
5. Condiments for patron self-service must be dispensed from an approved dispensing unit, or be single-service portions.
6. All food, ice, and food-related items must be stored at least 6 inches off the ground at all times.
7. All food and water must be from an approved, inspected source. Submit copies of all applicable licenses, permits, or registrations. If food preparation occurs at a location other than your licensed facility such as a commissary, the vendor must submit copies of alternate location's licenses/permits and a letter from facility owner granting unrestricted access to the facility.
8. Bare hand contact of ready-to-eat foods shall not be permitted. Gloves, tongs, utensils, etc. shall be used.
9. Food service employees shall practice good personal hygiene when operating at the stand including hair restraint (caps, hats, hairnets, etc.), proper handwashing and not working when ill.

All food items must be transported, stored, and served using food-grade, approved containers, utensils, and equipment.

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B. TEMPERATURE REQUIREMENTS

All Time/Temperature Control for Food Safety (TCS) food items must be held at proper temperatures at all times during transport, storage and display.

1. Forty-one degrees (41°) Fahrenheit or below for refrigerated (cold) perishable food items.
2. Frozen foods must remain frozen.
3. One hundred thirty five degrees (135°) Fahrenheit or above for hot holding food items.

It is the responsibility of the operator to prove that a food product is not TCS. This may require laboratory testing. The Office of Public Health (OPH) reserves the right to require refrigeration of any questionable product until such laboratory testing has been verified.

Approved thermometers must be provided to ensure proper holding temperatures of food items.

C. SINKS

Hand washing is required if selling unpackaged food products. The hand wash sink may NOT be the sink utilized for the toilet facilities.

- Water temperature: Minimum 100°F
- Soap: Liquid, powder or bar soap
- Single service towels
- Must have adequate supply of potable water for handwashing

The OPH will determine and approve type of handwashing based on menu and on-site practices.

A **three compartment sink** with drain board or drying rack or OPH approved alternative method in which to wash, rinse and sanitize food equipment and utensils must be provided by those facilities handling/preparing unpackaged food.

- Water temperature: Minimum 110°F
- Water heater and fresh water capacity must be adequate
- Sanitizer test strips

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A **food preparation sink** approved by OPH will be required for all facilities that need to wash or rinse foods on site as part of the preparation process.

- Water temperature: hot water not required
- Fresh water capacity: determined by facility operation

Depending on menu, a sink waiver may be requested. The Department will approve based on menu.

Waste water must be disposed of in an approved manner. Waste water may not be discarded directly or indirectly into storm drains, on the ground, or into the Waters of the Commonwealth so as to create an unsanitary condition or nuisance. Facilities must be able to accommodate for waste water storage that is 15% greater than their total fresh water supply. Appropriate sealed waste water storage containers must be provided.

D. ICE

All ice must be from an approved source and properly stored and used.

1. Refrigeration units (coolers, cans, and bins) must be continuously self-draining and run-off collected.
2. Ice used for consumption must be dispensed by appropriate scoops/utensils.
3. Ice used as a coolant cannot be used for consumption.

E. CERTIFIED FOOD SAFETY MANAGER (CFSM)

All vendors are required to employ at least one person who is certified as a Montgomery County Certified Food Safety Manager. An individual wishing to become certified must attend an OPH approved course in food safety and apply for reciprocity within 6 months of opening. Exemption to this requirement is on a case by case basis after review of vendor menu and operation. Additional information requiring obtaining a CFSM can be found at www.health.montcopa.org.

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F. TOILET FACILITIES

Vendors must have access to toilet facilities that are conveniently located to the market for employee use. If the market does not provide adequate toilet facilities, vendors must have written permission to use toilet facilities belonging to nearby establishments. Hand washing sinks or chemically treated towelettes must be utilized after restroom usage. If chemically treated towelettes are utilized for hand washing, employees must utilize an approved hand wash station prior to resuming food handling responsibilities and may not apply for a hand wash sink waiver.

G. GARBAGE

Refuse must be properly removed at least every 24 hours or more often if necessary.

1. **ALL** garbage and refuse containing food wastes **MUST** be kept in a leak proof, insect and rodent proof, non-absorbent, rust and corrosion resistant container.
2. **ALL** trash and garbage receptacles must be kept covered with tight fitting lids.

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Requirements for Petting Zoos/Animal Exhibitors

- H. All exhibitors must be in strict compliance with local, state, and federal guidelines regarding animal exhibits, including compliance with the Pennsylvania Department of Agriculture and the United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS).
- I. The Office of Public Health does not recommend, inspect or approve venues where the public has contact with animals. Please see the below mentioned websites/contacts to assist you in proper licensing and/or registration requirements. Also information on reducing the risk for transmission of enteric pathogens at petting zoos, open farms, animal exhibits, and other venues where the public has contact with animals.
- J. This information is intended to clarify the OPH's stance with regard to petting zoos, animal exhibits, and/or any public venue where people may come into contact with animals, animal waste or byproduct. Please do not hesitate to contact the OPH if you have any questions. The locations and phone numbers of our three centers are noted on the above letterhead.

Contact information:

Animal Care Regional Offices

USDA, APHIS, AC

920 Main Campus Drive

Suite 200, Unit 3040

Raleigh, NC 27606

Phone number – 919-855-7100

Fax – 919-855-7123

www.aphis.usda.gov

Centers for Disease Control and Prevention

1600 Clifton Rd, Atlanta GA 30333, U.S.A.

Switchboard: (404) 639-3311

Public Inquiries: (404) 639-3534

(800) 311-3435

www.cdc.gov

