

General Guidelines *(continued)*

least six (6) inches above the floor (except pressurized metal beverage containers or other waterproof/insect-proof sealed containers).

- No person with a communicable disease, infected wound, or acute respiratory infection should be allowed to work in food preparation.
- If a deep-fryer or grill will be used, then proper ventilation shall be provided to prevent possible build-up of grease, etc.
- All foods served / sold must be prepared in the mobile unit or bought commercially prepared. Foods cannot be prepared inside a home and brought into the Mobile Unit.
- A commissary or base of operations is required.

Personal hygiene of food service personnel is a key to prevention of foodborne illnesses. Work areas should be designated with clean surroundings and convenient hand washing facilities.

Inspections

Inspections are conducted accordingly with Illinois Rules and Regulations for Food Establishments and the Marion County Food Safety Ordinance. Inspection times and/or dates are not announced. The inspector will try to minimize disruptions to your business during an inspection, but you must grant him or her free access to the facilities and accommodate any reasonable request. You may ask for identification.

Routine Inspections

A routine inspection is a periodic review to ensure that safe food practices are being followed and that an establishment does not pose an excessive risk of foodborne illness. The frequency of these inspections may range from one to three times per year.

Complaint Inspections

A complaint inspection is an investigation to ascertain the validity of a complaint. A complaint inspection may or may not be a full inspection. The Health Department will investigate complaints from individuals regarding food safety of the establishment.

Purpose and Intent

It is the purpose and intent of these inspections and regulations to promote safe food handling practices and to prevent the outbreak of foodborne illness. Our primary goal is to assist the operator in preventing any foodborne illness through education and inspections. However, in situations that may pose an imminent health risk to the public, it is our responsibility to perform enforcement action up to and including the closure of an establishment.

Updated 12/13/2022

Opening A Mobile Food Unit In Marion County



Guidelines for the Prospective Owner or Operator



118 Cross Creek Boulevard | Salem, Illinois 62881
Phone 618-548-3878 | Fax 618-548-3866
www.marioncountyhealthdept.org

Environmental Health Department

Food Service	Any place where food is prepared and intended for individual portion or service. The food may be consumed on or off premise.
Retail Food	Any establishment where food and food products are offered to the consumer and intended for off-premise consumption
Mobile	Any vehicle-mounted food service establishment designed to be readily movable
Temporary	Any food service establishment that operates at a fixed location for a period of time not more than 14 consecutive days in conjunction with a single event
Limited Food	Any establishment serving pre-packaged foods only

Approved Certification Course

Depending on the food facility classification, one or more full-time employee must successfully complete a Certified Food Protection Manager certificate program. The designated employee should enroll in the first available course if they do not hold a certificate at opening. All other employees must successfully complete a Food Handlers Training Program. Both programs are available through Internet providers, local colleges and businesses. For information on programs available, contact the Health Department.

Submitting Plans

Plans, blueprints or contractor's drawings, for new construction or renovation of an existing structure, must be submitted to:

Marion County Health Department
 Division of Environmental Health
 118 Cross Creek Blvd.
 Salem, IL 62881

If the establishment is located in municipality, you should also contact that municipality's City Hall for any additional permits or licenses.

The Health Department reviews the plans on the basis of their compliance with the Illinois Rules and Regulations for Food Establishments and the Marion County Food Safety Ordinance. Plans submitted for approval should show the layout, arrangement and construction material of proposed food preparation areas, storage and dining areas. Plans should list the types of equipment and other facilities to be installed.

Pre-Opening Inspection

Before a food service operation may open, it must pass a preliminary inspection and obtain an operating permit. A pre-opening inspection can be scheduled between 8am and 4pm, Monday through Friday by calling the office at 618-548-3878.

Permits

A food permit is a paper signed by the Environmental Health Director and Public Health Administrator. You must obtain this permit before you begin operations and must cease operation immediately if this permit is revoked. The following actions have to take place before issuance of a permit:

- An application for a permit has been submitted;
- A pre-opening inspection has been performed with no critical violations noted;
- The permit fee has been received; fee determined according to classification and other factors;
- Any other agency, with jurisdiction, gives their approval. Please check with each City Hall, because a Street Vendor license may be needed.

General Guidelines

Some general guidelines are given below. More detailed information is available in code books. A copy may be obtained from the Health Department.

- A stainless steel three-compartment sink large enough to accommodate the largest pot is required to wash, rinse and sanitize all dishes, utensils, glasses, etc., and drain boards shall be provided at each end of the sink so as to stack dirty dishes and air dry clean dishes.
- A wastewater retention tank and hot water heater must be installed.
- A sink designated for hand washing only must be conveniently located in food prep areas for employee hand washing.
- Floors, walls, ceilings and food contact surfaces shall be light in color and made of easily cleanable, smooth and non-absorbent material.
- Carpets are prohibited in food preparation areas.
- Thermometers are required to monitor temperatures of refrigerators and freezers; and to test internal temperatures of hot and cold foods.
- Chemical test kit must be provided to measure the concentration of sanitizer solution used.
- Protective shields are required for light fixtures to prevent food contamination if the light bulbs shatter.
- Garbage and refuse must be stored in such a way to prevent rodent infestation. Trash can should have tight fitting lid.
- Sufficient refrigeration units, steam tables and warming units must be capable of holding foods at the proper temperatures: Frozen Foods = 0°F or below, Refrigerated = 41°F or below, and hot holding = 135°F or above.
- All food supplies in dry or refrigerated storage should be stored at