Greetings. Thank you for reviewing this draft document. The Washington State Retail <u>Food Safety Advisory</u> <u>Council</u> (FSAC) has decided to consolidate current guidance for mobile food unit requirements to help encourage consistent standards for mobile food units across the state. It is a compilation of current practices and review of guidelines and state food safety codes in the United States.

Three key points before you continue reading:

- 1. This is a draft designed to gather comments from all interested stakeholders across the state. It is expected to receive numerous comments for inclusion and exclusion.
- 2. In addition to identifying shared equipment and operation standards across the state, this document is also designed to provide guidance to the proposed changes in state law regarding the use of commissary facilities for mobile units. You can read the criteria within house bill (<u>HB2639</u>) that affects mobile food unit commissary or servicing area usage. HB 2639 passed both chambers and was signed by the governor; effective date is 6/7/18.
- 3. If finalized, this document is designed to provide additional guidance on reviewing applications and operations for mobile food establishments in the State of Washington. This document will undergo additional review during the WAC 246-215 rule revision process.

History of edits during the comment period:

5/31/18: Formatting changes (no content change)

Mobile Operating Guide: Guidelines for mobile food unit operators and regulatory authorities

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About this document

The *Mobile Operating Guide* represents a collaborative effort of retail food safety partners and the members of the Washington State Retail Food Safety Advisory Council. This guidance was prepared with input from industry and regulators in response to changing retail food practices in the state and changing state laws. It is designed to assist local regulatory officials and mobile food operators address the approval and operating requirements to help ensure safer food and increase consistency across the state.

These guidelines were designed with oversight by the Washington Retail Food Safety Advisory Council to help ensure a broad spectrum of stakeholders. Participants that provided comment or reviewed the material will be included at the end of this document. The guidelines are encouraged for use in Washington and incorporate state rule requirements as well as best practice from around the United States. While this document includes detailed information about the rules for the construction and operation of mobiles, it does not contain all requirements in Chapter 246-215 Washington Administrative Code. Operators must have plans and specifications for the construction or alteration of mobile food units approved by the local regulatory authority.

Definitions

Commissary

Commissary means an approved food establishment where food is stored, prepared, portioned or packaged for service elsewhere. [WAC 246-215-01115(17)]

Mobile Food Unit

Mobile food unit means a readily movable food establishment. [WAC 246-215-01115(73)]

Unlike temporary food establishments, mobile food units are annually-licensed and generally driven, pulled or pushed down a sidewalk or street. To meet the need of the customer and community, mobile food units vary in capacity from foot-powered pushcarts to street-ready full-service units. Mobile food units are not limited to a fixed location, and as such, do not have permanent water, power, or sewer connections. Due to the capacity that varies with each mobile, there are different support requirements for mobiles in order to support food safety while operating without fixed facilities and utilities.

Potentially Hazardous Food (PHF)

Potentially Hazardous Food means a food that requires time/temperature control for safety to limit pathogenic microorganism growth or toxin formation. [WAC 246-215-01115(88)].

Servicing Area

Servicing Area means an operating base location to which a mobile food unit or transportation vehicle returns regularly for such things as vehicle and equipment cleaning, discharging liquid or solid wastes, refilling water tanks and ice bins, and boarding food. [WAC 246-215-01115(112)].

Physical Facility and Capacity

Handwashing Facilities

All licensed food establishments are required to have handwashing facilities in food preparation and restroom areas.

Onboard capacity: A convenient, dedicated handwashing sink must be available on the mobile for employees whenever handling unpackaged foods [WAC 246-215-09140]. This sink must have warm running water, soap and paper towels at all times.

The following method is recommended to determine water capacity needed for handwashing: Maximum number of onboard workers x 1 gph x maximum hours of operation between water access = water tank storage capacity needed. Minimum of 5 gallons at the beginning of the workday is recommended.

Restroom capacity: A plumbed handwashing sink is required at locations used for mobile operations. See section on Restrooms.

Refrigeration Requirements

Except during active preparation, cooking, or cooling, cold Potentially Hazardous Foods are required to be stored 41°F or colder. Unless otherwise approved by a local authority for operation within that jurisdiction, mechanical refrigeration is required for holding cold PHF.

Unless otherwise approved by a local authority to use propane power for operation within that jurisdiction, mobiles approved to store PHF overnight must have refrigeration equipment continuously powered by electrical, generator, or battery sources.

Mobile Operating Guide: Guidelines for mobile food unit operators and regulatory authorities **Commercial.** Mechanical refrigeration must be used to maintain product temperature for PHF which are required to be held at or below 41'F. The storage of food in contact with water or undrained ice is not permitted.

Domestic. Household freezer units capable of maintaining PHF in the frozen state may be used. Refrigerators may be used to store nonPHF. Unless approved by local authority for use within that jurisdiction, domestic refrigeration may not be used to store PHF. These units must meet cleanability and temperature standards.

Insulated Coolers. Insulated coolers may be used to store nonPHF as long as food contamination does not result. Materials and construction must meet cleanability standards. Insulated coolers may be approved for storage of PHF on a case-by-case basis for operation within a jurisdiction.

Hot Holding Capacity

Consumer-level equipment such as roasters, crockpots, and approved containers on the stove may be used to keep PHF hot at 135°F or above as long as they are functional and able to be cleaned as required. Materials and construction must meet cleanability standards. Each planned piece of electrical equipment will be considered for the maximum power usage (see Power Section).

Fresh Water Capacity and Maintenance

Source. Fresh drinking water must be from an approved public water connection. Hoses used to fill onboard tanks must be food grade. Home sources of water and garden hoses are not permitted.

Hot water. Wash water for dishwashing must be 110°F. One 3-compartment sink basin must be able to be filled at 110F° and still allow for at least 1 gpm of warm water at the handwashing sink within the recovery rate listed for the hot water heater.

Water tank sizing. The fresh water tank must be large enough to hold all water needed for an operation cycle (from time of fill of fresh water to disposal of wastewater). The following must be considered when sizing the needs for fresh water (note: list is cumulative and shall be added to determine max usage):

Handwashing sink(s). If unwrapped food is handled onboard, enough water must be available to allow for each food worker onboard to wash routinely and as required by code. Allow for at least 1 gallon per food worker per hour of operation cycle. Two gallons per food worker per hour with ondemand (rather than batched) raw meat prep.

Three compartment sinks. If PHF are prepared onboard, enough water must be available to fill two of the sinks to submerge on-board utensils every 4 hours. Operators that prepare (such as mix, cut, form) raw meat on-board will need to have one additional warewashing for batch operations or every 4 hours for on-demand raw meat preparation.

Exception: operators that do not prepare raw meat and are able to maintain sufficient equipment to batch wash may be considered for 1 full wash at end of day. Operators using a commissary or servicing area may be approved to batch utensils.

Produce prep sink. Self-contained mobiles and other units must purchase ready-to-eat fruits and vegetables or provide a dedicated, indirectly-drained sink for produce washing. Allow for 15 gallons per hour for continuous produce preparation; can be batched to once per day.

Meat prep sink. Self-contained mobiles marinating or preparing (mixing, cutting, or forming) raw meat in a sink basin will provide a dedicated indirectly-drained sink for meat prep. Allow for 15 gallons per hour, batched to once per day or less frequent procedure if possible.

Additional fixtures. When other fixtures such as toilets, drink machines, running water dipper wells, or ice makers are provided, the water supply shall be sized to include the manufacturer specification for each figure.

Mobile Operating Guide: Guidelines for mobile food unit operators and regulatory authorities **Water system flushing**. The fresh water tank will be flushed and sanitized according to manufacturer suggested specifications and at least annually or after usage disruptions of 14 days or more.

General guidelines:

- 1. Drain the fresh water tank, hot water tank, and all water lines.
- 2. Determine the size of your water system—the fresh water tank, hot water tank, and 2-3 gallons for the water lines servicing your mobile unit.
- 3. Mix food grade chlorine bleach with water prior to adding to the fresh water tank. For pressurized systems, add the bleach water solution to the food grade hose before connecting to the approved water supply.

Fresh water size	Amount of Chlorine Bleach	Mix with water
40 gallons	1 cup	4 gallons
50 gallons	1.25 cup	5 gallons
60 gallons	1.5 cup	6 gallons

- 4. Continue to fill the tank with fresh water.
- 5. Open all faucets (hot and cold) and run the water until the smell of chlorine bleach is noted. Turn off the faucets.
- 6. Allow the system to sit for at least 4 hours or overnight.
- 7. Drain and rinse the water lines with fresh water until the smell of chlorine bleach is not noted.
- 8. Fill the tank to resume food service.

Wastewater Collection and Disposal

Wastewater tank sizing. The wastewater tank must be sized at least 15% larger than the freshwater tank. This tank size does not include water requirements for ice machines, espresso units, and other fixtures that use water consumed as an ingredient.

Disposal. Liquid waste shall be emptied from the retention tank to an approved sewage disposal system every time the fresh water is filled. Wastewater must be removed so that a public health hazard or nuisance is not created. Dumping wastewater onto the ground, storm drainage, carwash facility, or other non-approved sanitary sewage system is not allowed. Written records of disposal (including date, location of disposal, and quantity emptied) must be maintained onboard for at least 6 months.

Power Capacity

Potentially Hazardous Food must be maintained at proper temperatures at all times during storage, transport, operation, and service. Electrical power supplied must meet the maximum output desired.

Wattage determination. The maximum wattage for all electrical equipment will be determined to verify sufficient capacity on the unit. To determine wattage, appliance voltage (most equipment used on mobile units is likely 120V) will be multiplied by its required current in Amps. For example, a 120V refrigerator may need 10 Amps of current, which equals 1200 Watts needed to operate. All of the wattages of permanent and removable equipment (such as blenders, electric roasters, portable griddles) will be added to determine maximum. Also include planned nonfood equipment, such as AC units and televisions, in the calculation.

Maximum amperage. The most available for mobile units is generally 50 Amps. Mobile units planning to use this much current will need to ensure access to a power line rated for 50A.

Confirmation of connection. Power outlet adaptors vary with configuration and amperage. Mobile food unit operators must be prepared to ensure proper connections are provided prior to beginning food service.

Mobile Operating Guide: Guidelines for mobile food unit operators and regulatory authorities Advanced Food Preparation Processes, Risks, and Controls

Cooling. Mobiles are not allowed to cool PHF prepared on board. In addition to limited refrigerated space, cooling of nonPHF is not recommend in prep tables or other frequently accessed pieces of equipment. Cooled PHF may only be reheated one time.

Potential Variance to the Rule: Mobiles with backstock reach-in refrigeration able to be dedicated to cooling (at a minimum of top-shelf cooling) may be used for cooling PHF in shallow pans within the amount of area dedicated to cooling. Ambient equipment temperatures must be recorded twice per day for reach cold-holding unit used to store or cool PHF overnight. Temperature logs must be maintained for 6 months.

Produce Washing. All fruits and vegetables, unless received as a ready-to-eat product, need to be rinsed under running water before cutting, preparing, combining with other ingredients, serving, or cooking. A dedicated, indirectly drained sink is required for produce rinsing.

Using additional equipment. Pieces of equipment used for food preparation such as blenders, slicers, large cutting boards, large bowls, and mixers require frequent washing when used with potentially hazardous food. In addition to needing a dedicated food prep area, the pieces of equipment will require a full sanitizing cycle every four hours of use, and will be considered in the water capacity requirements.

Raw meat handling. Separation of raw animal foods (meat, fish, poultry, etc.) is warranted on mobile units that handle raw meat onboard. Raw meat handling (thawing, grinding, forming patties, etc.) also requires an additional amount of water needed to wash dishes.

Raw meat sink. If raw meat products need preparation in a sink basin (such as thawing, repackaging, rinsing under water) a separate sink basin dedicated for raw meat prep is needed. This sink may not be used for produce, utensil, or other purposes.

Grinding. Purchasing pre-ground meats reduces the risk of employee, equipment, and surface contamination for retail food operators. Mobile operators that grind whole cuts of meat onboard will need a dedicated prep surface away from ready to eat food and prep areas. Additionally, grinding of raw meat may only occur during closed hours while no other food is prepared to reduce the risk of cross contamination. All food equipment, surfaces, refrigerator handles, etc. used during the grinding process must be washed, rinsed, and sanitized and employee hands must be washed prior to moving to other food preparation. Due to the high risk involved, this menu item and a written SOP prepared by the operator must be reviewed by the regulatory authority prior to adding to the menu.

Cooking >1" *thick meat.* In addition to being a cross contamination risk while raw, meat is energy-dependent to cook and time-consuming to cool, especially large cuts. Also, due to size, large cuts are not generally cooked-to-order and need plans and equipment for hot holding. Due to the potential for leftover meat products at the end of the serving day, meats thicker than one inch in thickness need approval from the regulatory authority prior to being added to the menu. An SOP that describes how the meat will be thawed prior to cooking, how and where the meat will be cooked, and how the meat will be served or hot held and discarded or cooled at the end of the day must be provided to the regulatory authority for consideration of approval.

Deep fat Frying. Deep frying in grease or oil generates additional equipment needs for the mobile operator. In addition to a Type 1 hood over the entire cooking surface, the presence of fats, oils and

Mobile Operating Guide: Guidelines for mobile food unit operators and regulatory authorities grease require a standard operating procedure for handling grease in a mobile unit. While most grease-generating food facilities will have access to high pressure or high temperature hoses to clean floor and wall surfaces, the mobile operator will need to have alternate plans to maintain a clean trailer. For self-sufficient mobiles, a 20-pound grease collection unit between the 3compartment sink and the wastewater tank should be required. In addition, an SOP indicating cleaning frequency, procedures, and location must be provided.

Advance Preparation. Potentially hazardous foods need temperature control for safety and are generally safer if they are consumed as close to preparation as possible. In addition, temperatures are easier to maintain in environments without temperature extremes and in equipment that is not opened frequently. PHF prepared on the mobile must be served the same day they are prepared.

Variance consideration: Mobiles that are able to maintain PHF in proper temperature ranges are able to apply for a variance to the regulatory authority within its jurisdiction. Verification procedures for ensuring temperature control for overnight should need to include temperature monitoring and logging twice per day.

Cleaning and Sanitizing

Dishwashing. Like all food establishments, all utensils used to prepare Potential Hazardous Food must be washed, rinsed, and sanitized every 4 hours of use or after being used for raw meat. Due to space and water limitations, most mobile operators bulk wash their utensils at the commissary location. Self-contained mobiles that do not use a commissary will need to address the potential increase in water need.

Floors, non-food contact surfaces, and exterior of mobile. Mobile food units are required to keep the working environment clean and clear of excessive debris, grease, noxious fumes, and dirt. Unlike facilities with dedicated plumbing, recycling, and garbage units, mobiles must have partnerships with other locations to properly wash their units and dispose of garbage and surface water. All equipment needed for cleaning the mobile must be maintained away from food and food contact surfaces on the mobile unless they are stored at an approved commissary or servicing location.

Hood filters and other pieces of equipment. Operators that need to clean hood filters, grease traps, or other grease-laden equipment will need to have a plan for cleanout following the manufacturer recommendations for cleaning frequency with a method of disposal for the wastewater.

Support Units

Commissary. A commissary is an approved food establishment or other approved facility in which food, containers, or supplies are kept, handled, prepared, or stored. The commissary must be equipped with facilities needed for servicing the needs of each type of operation.

If a written operation plan is approved by the regulatory authority and followed by the operator, a mobile food establishment may not need to report to the commissary daily or on a regular basis. Additionally, self-contained mobile food units with approved procedures for water collection, water discharge, supply storage, equipment maintenance and cleaning, and food delivery frequency and storage, may reduce the frequency of commissary use and rely on servicing areas.

Restroom Availability

Distance. Current rule requires an accessible restroom within 200 feet at all times for mobile units at any one location for more than one hour (note: this requirement is currently under State Board of Health review).

Mobile Operating Guide: Guidelines for mobile food unit operators and regulatory authorities *Restroom agreement.* Either a restroom agreement with the restroom owner must be submitted to the regulatory authority or an identified available public restroom location, such as available for customers at the event location, must be available to the mobile operator at all times of operation. Pushcarts are exempt from the restroom agreement requirement.

Facilities. Restroom must have soap and running, tempered water, and a single-use towels. Operators must supply their own soap and paper towels if needed.

Private/Domestic. Operators with a completed restroom agreement may use a private restroom. Operators must confirm soap, running water, and disposable paper towels are available at all times of operation.

Onboard. Mobile food units with onboard toilet capacity may be approved with the following conditions:

- a. Space dedication for toilet room does not limit or contaminate food preparation space
- b. Dedicated handwash sink in toilet room/immediately adjacent (<u>second</u> handwash sink needed on-board)
- c. Dedicated holding tanks for sewage are separate from food preparation water storage
- d. Approval by Labor and Industries and other jurisdictional agencies
- e. Confirmed contract for disposal with septic pumper, or
 - i. Written procedures and staff training on draining sewage tanks
 - ii. Written location plan for disposal
 - iii. Dedicated drainage hoses and dedicated storage when stowed
 - iv. Dedicated time or employee (rather than food worker) for disposal

Self-Contained Mobiles

Self-Contained Mobiles units are capable of preparing PHF and non-PHF foods, cooking, hot and cold storage, dry storage, utensil washing, handwashing, and all food handling activities on the unit. The unit has a self-contained potable water supply, a wastewater storage system, and has mechanical refrigeration capable of sustaining the menu. In addition, approved plans for restroom availability, fresh water replenishment and disposal are followed.

Prior to considering a mobile food unit self-contained, the following must be confirmed. Functions not able to be conducted on a mobile food unit may be allowed to occur at a servicing area or other base of operation.

- □ All equipment and utensils needed for complete preparation of the approved menu are contained on the mobile unit.
- □ The mobile food unit is able to be protected from accidental and intentional contamination of food, especially when the unit is not in use.
- □ The equipment used for temperature control of potentially hazardous foods is able to be electrically powered while unit is in transit.
- Potable water supplies meet calculated need based on equipment usage, menu, and time away from commissary.
- All planned food preparation for the written and approved menu can be prepared on the unit.
- All equipment, tools, and equipment needed for cleaning and sanitizing the unit are safely stored on the mobile unit. Materials must be stored to prevent contamination of food supplies and food contact surfaces.

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- □ All food, water, and ice are prepared on-board the mobile or obtained from an approved source. Private homes are not an approved source for mobile food units. Home storage of food, water, ice, or equipment used for the food operation is not permitted.
- □ If the mobile travels out of the jurisdiction with the home commissary, the mobile unit will need to apply for food service in the receiving county.

Is this the same as "no commissary?" or do we want to say "Self-Sufficient Mobile w/ Servicing Area Only?" or should there be 3 columns? Reduced Commissary, No Commissary, Daily Commissary?

Mobile Food Unit Equipment Requirements Consideration of Commissary Usage					
Mobile Type					
Risk Factor	Self-Sufficient Mobile with Reduced Servicing Access	Mobile with Daily Servicing Access	Food Protection		
Employee Hygiene & Handwashing	 Dedicated handwash sink Tempered heat source 1 gallon of water per hour of operation available per worker Water pressure >1 gal per minute Hands-free flow Water capacity included in requirement until next service connection 	 Dedicated handwash sink Tempered heat source 1 gallon of water per hour of operation available per worker Water pressure >1 gal per minute Hands-free flow Water capacity for daily service 	Hot, running water, soap, and single use~ towels are required. If no hot, running water, soap, or paper towels: immediately close the food establishment until repaired.		
PHF Proper Temperature: Cold Holding	 Commercial refrigeration for PHF domestic freezers approvable for frozen PHF 	 Commercial refrigeration for PHF domestic freezers approvable for frozen PHF 	Food must be covered and PHF held at 41°F or colder. Frozen PHF must be maintained frozen.		
PHF Proper Temperature: Transit	 All PHF must be 41°F or colder when received at mobile Mobile food units travelling greater than 2 hours must have battery- powered equipment capable of maintaining temp control 	 All PHF must be 41°F or colder when received at mobile Mobile food units travelling greater than 2 hours must have battery- powered equipment capable of maintaining temp control 	Bacteria grow when temperatures are not controlled. Food in vehicles can warm to unsafe temperatures due to traffic conditions, equipment limitations, and other factors.		
PHF Proper Temperature: Cooling	 Top shelf of dedicated commercial reach-in Not in prep table Not in beverage cooler Twice daily ambient temp logs required for cooling or overnight PHF storage 	 Top shelf of dedicated commercial reach-in Not in prep table Not in beverage cooler Twice daily ambient temp logs required for cooling or overnight PHF storage 	Unless specialized cooling procedures are approved, food may only be cooled in 2" uncovered containers in equipment operating at 41°F or colder		
Proper Temperature: Hot Holding	 Domestic/stovetop equipment approvable for fewer than 3 hot held items Integrated steam table required for 3+ hot held items 	 Domestic/stovetop equipment approvable for fewer than 3 hot held items Integrated steam table required for 3+ hot held items 	Hot PHF must be maintained at 135°F or above.		
Protection from Environmental Contamination: Floors, walls and ceilings	 Enclosed truck or trailer with service windows 	 May have open walls. Pushcarts may have umbrella or canopy. 	Food must be protected from outdoor weather conditions and contamination from water, insects, rodents, pests, dust, dirt, and bird droppings.		

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Mobile Food Unit Equipment Requirements Consideration of Commissary Usage					
Mobile Type					
Risk Factor	Self-Sufficient Mobile with Reduced Servicing Access	Mobile with Daily Servicing Access	Food Protection		
Ingredient Storage		 Supplemental storage in an approved commissary or servicing area. Storage not allowed at private residence rd ingredient storage for self-con ral (0.25ft³) x Number of Meals be sed for Usable Space) 			
Equipment and utensil storage	 All equipment used for food prep and cleaning must be stored onboard. Separation of cleaning chemicals from food and food contact surfaces. 	 Separation of cleaning chemicals from food and food contact surfaces. 	All food and equipment must be protected from accidental, incidental, and purposeful contamination at all times.		
Water Capacity	 Minimum of 40 gallons fresh water Handwashing: 1 gallon per hour of operation per worker HW Pressure: >1 gpm (32oz/15 seconds) Warewashing: Able to fill 2 compartments of sink high enough to submerge utensils twice/day (or every 4 hours if onboard PHF prep) Temperature: 110°F for onboard warewashing 	 Handwashing: 1 gallon per hour of operation per worker HW Pressure: >1 gpm (32oz/15 seconds) Warewashing: Able to fill 2 compartments of sink high enough to submerge utensils twice/day (or every 4 hours if onboard PHF prep) Temperature: 110°F for onboard warewashing 	Potable water is needed for proper food preparation, handwashing, and utensil cleaning. Water may not be rationed on a mobile unit. A readily-available and approved source of water is required.		
Three Compartment Sinks	 3-compartment sink installed on unit 	 3-compartment sink on unit or approved with limited menu and sufficient utensils onboard with daily return to commissary 	Equipment used with PHF must be washed, rinsed, and sanitized every 4 hours or after use with raw meat.		
Food Prep Sinks	 Produce prep for non-meat ingredients requiring washing onboard. Meat prep sink required for raw meat ingredients prepared onboard. 	 Same requirements as self-contained mobile unless raw products are prepared in commissary. 	Raw, non ready-to-eat foods, may have surface contamination that can spread in food service. Raw produce must be rinsed under running water before preparation. Due to the potential surface contamination on meat and limited water availability on		

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Mobile Food Unit Equipment Requirements Consideration of Commissary Usage						
Mobile Type						
Risk Factor	Self-Sufficient Mobile with Reduced Servicing Access	Mobile with Daily Servicing Access	Food Protection			
			mobiles, all meat prep requiring sink prep must be in a dedicated sink.			
Cleaning of mobile	SOP for cleaning unit at approved facility	SOP for cleaning unit at approved facility	Cleaning of facility can be gauged based on menu and use of the mobile. However, all cleaning agents, water, and debris will need to be properly disposed and may require a servicing area.			
Food Preparation Area	 Adequate space on mobile must be provided for all food preparation. 	 Adequate space on mobile must be provided for all food preparation not completed in commissary. 	Food must be protected from sources of contamination during preparation.			
Raw meat prep/cutting onboard	 20-pound grease trap installed and cleaned weekly. Requires additional water capacity for an additional cycle of the 3- compartment sink. 	 20-pound grease trap installed and cleaned weekly. Requires additional water capacity for an additional cycle of the 3- compartment sink. 	Additional meat prep generates fats and greases that can solidify in the water lines and must be removed prior to wastewater disposal. All equipment used for raw meat must be washed, rinsed and sanitized after use.			