The Huron County Health Unit has developed this guideline to help you understand what is needed to operate a food premises within Ontario.

As an owner or operator of a food premises it’s important that you know your legal requirements. If you intend to open a food premises in Ontario the minimum operating requirements can be found at the following links:

Health Protection and Promotion Act: ontario.ca/laws/statute/90h07

Food Premises Regulation: ontario.ca/laws/regulation/900562
What do I need to do to get started?

You need to:

• **Inform the Health Unit.** Let the Health Unit know you are intending to open a food premises by completing our online *Notice of Intent to Operate a Food Premises* form and returning it to the Health Unit.

• **Make an appointment.** You will need to submit a floor plan of the proposed food premises along with your notification form. Make an appointment with a public health inspector to review your plan.

• **Inform other regulatory agencies.** The Health Unit is not the only organization that needs to know your intention to open a food premises. You need to contact your local municipality as well as your local fire, building and plumbing departments. These other agencies may have requirements that you need to complete as well.

• **Get informed.** We recommend that you take the Health Unit’s Safe Food Handlers Course or In Good Hands On-line Course.

Learn more about food safety:

• Safe Food Handlers Course, Huron County Health Unit: 519-482-3416 or toll free 1-877-837-6143, on-line: huronhealthunit.ca/safefoodcourse

• In Good Hands On-line Course: ingoodhands.ca

How can I make sure my business meets the Regulations?

**Structure**

For floors, walls, ceilings, and work surfaces:

• Make sure they are made of materials that can be easily cleaned and sanitized.

• Keep them clean and in good repair.

• Floors must be smooth, non-absorbent, and of tight construction.

• Remember that if all surfaces within the food premises are smooth, non-absorbent, and of tight construction, they will be easily cleanable.
Handwashing is the most effective way to prevent the spread of microorganisms when done correctly.

Washrooms
* Provide at least one washroom for each sex. (Contact your local building department to determine how many washrooms are required.)
* Keep washrooms sanitary.
* Keep a supply of liquid soap in a dispenser and paper towel. Do not use a bar of soap.

Sinks
* Employee handwashing basins must be separate units and must:
  * Only be used for handwashing.
  * Be conveniently located for employees in each processing, preparation, and manufacturing area within a food premises.
  * Not be located in the washrooms.
* Dishwashing can be done in either a two-compartment or three-compartment sink.
  * A two-compartment sink is required if you need to wash pots, pans and items only used in the kitchen. This means you are using single use items (disposable plates, utensils and glasses) in the service of food and drinks to your customers.
  * A three-compartment sink is required if you are providing multi-use items to customers, such as plates and utensils.
• A commercial mechanical dishwasher may be used to wash dishes.
  Units can be either:
  ○ High temperature, with the sanitizing cycle reaching at least 82°C (180°F).
  ○ Low temperature, with the sanitizing cycle using an approved chemical sanitizer at the required amount.

Recommendations:
• We recommend a separate food preparation sink be installed for washing fruits and vegetables.
• A separate mop sink that is floor level is also recommended. It makes it easier for staff to fill and empty mop buckets.

Equipment
• Make sure any article or piece of equipment that is used for the preparation, storage, transportation or display of food is of sound construction, kept in good repair, and of such form and material that it can be easily cleaned and sanitized.
• Make sure any article or piece of equipment is corrosion resistant, non-toxic, and free from cracks.
• Storage containers for food must be food-grade and only used to store food.
• Refrigerators and freezers must be equipped with accurate thermometers so you can verify that your high-risk foods are being stored at a safe temperature.
• Make sure you can move equipment so that you can clean around and under it.

Lighting
• Make sure that adequate lighting is provided in all food preparation, storage, and service areas, as well as in all sanitary facilities, to allow for cleaning.
• Make sure all lighting fixtures are covered and secured tightly to the ceiling to facilitate cleaning.
• Make sure shatter proof coverings are on all light fixtures located over food preparation and food storage areas.
Ventilation
• Make sure the ventilation system is maintained so that it does not become a health hazard.

• Ventilation is regulated under the Ontario Building Code Act. Consult with your local building department for more information on ventilation system requirements.

Garbage and wastes
• Ensure garbage and waste is removed from the food premises at least twice weekly or as often as necessary to maintain the premises in a sanitary condition.

• Make sure garbage receptacles are cleaned and sanitized after each use, and removed when full.

• If garbage is not picked up daily, a storage bin or compartment that has a tight fitting lid to keep out insects and vermin and to prevent odours must be provided.

• Make sure all liquid waste is disposed of in a sanitary manner.

Water source
• The food premises must have a constant supply of drinkable (free from bacteria), hot and cold running water, under pressure at all time.

• If your water supply is from a private well, you must contact the Health Unit to see what your water sampling and treatment requirements will be.
Food source
• All meat, meat products and poultry must be inspected and accompanied with required identification (i.e., stamped and labelled)
• Milk and milk products must be pasteurized.
• Eggs must be graded.
• Ensure all food is protected from contamination and adulteration.

Food temperatures
• Cook foods to the required internal temperatures.
• Use a probe thermometer to verify internal food temperatures. Ensure that the thermometer is cleaned and sanitized before and after each use.
• Keep cold foods cold at 4°C (40°F) or lower.
• Keep frozen foods frozen at -18°C (0°F) or lower.
• Keep hot foods hot at 60°C (140°F) or higher.

Minimum Internal Cooking Temperatures

<table>
<thead>
<tr>
<th>Food Type</th>
<th>Minimum Internal Temperature (°C)</th>
<th>Minimum Internal Temperature (°F)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whole poultry (chicken, turkey)</td>
<td>82°C</td>
<td>180°F</td>
</tr>
<tr>
<td>Poultry pieces or ground poultry</td>
<td>74°C</td>
<td>165°F</td>
</tr>
<tr>
<td>Hazardous food mixtures</td>
<td>74°C</td>
<td>165°F</td>
</tr>
<tr>
<td>Ground meat (beef, pork, lamb)</td>
<td>71°C</td>
<td>160°F</td>
</tr>
<tr>
<td>Pork and pork products</td>
<td>71°C</td>
<td>160°F</td>
</tr>
<tr>
<td>Fish</td>
<td>70°C</td>
<td>158°F</td>
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</table>
What role does the Health Unit play in my business?

Under the Health Protection and Promotion Act, public health inspectors have a responsibility to inspect all food premises within Huron County to ensure their compliance with applicable public health legislation. The goal of food premises inspections is the prevention of food-borne illnesses.

What types of inspections are conducted?

Inspections are generally surprise visits. Public health inspectors conduct the following types of inspections:

- **Compliance inspections**: An inspection to ensure the food premises is following all applicable public health legislation.

- **Follow-up inspections**: An inspection to ensure that deficiencies identified during the compliance inspection have been corrected.

- **Complaint inspection**: An inspection conducted as a result of a complaint received.

- **Outbreak investigation**: An inspection at a food premises because an illness has been linked to the food premises.

How often are food premises inspected?

The number of compliance inspections conducted in a year depends on the risk categorization (high, moderate, or low) determined by the public health inspector during the food premises’ opening inspection and during the first inspection of each year after that. The minimum number of inspections is:

- At least once every four months for high risk premises.

- At least once every six months for moderate risk premises.

- At least once every twelve months for low risk premises.

Additional inspections may be conducted during the year.
Some of the criteria used to determine the risk rating are:

- Type of operation
- Population served
- Complexity and extent of food handling
- Compliance over the past 12 months with the Ontario Food Premises Regulation 562/90
- Foodborne illness/outbreaks associated with the premises during the past 12 months
- Food premises owner has created and is using a food safety management program (HACCP)
- A certified food handler is working at the time of inspection

Questions?
Public health inspectors are here to work with you and want the best for your business.

If you have any questions please contact a public health inspector at 519-482-3416 or 1-877-837-6143 or visit huronhealthunit.ca
Resources available for you

Handwashing sticker

Sanitizing sticker

Dishwashing sticker—2 sink method

Dishwashing sticker—3 sink method

Cooking temperatures sticker

Temperature decal—frozen

Temperature decal—cold

Temperature decal—hot

Food safety links

- Notice of Intent to Operate a Premises On-line form, Huron County Health Unit: huronhealthunit.ca/forms-and-permits

- Health Protection and Promotion Act: ontario.ca/laws/statute/90h07

- Food Premises Regulation 562: ontario.ca/laws/regulation/900562
All the best with your new food premises.

For more information, please call Huron County Health Unit, 519-482-3416 or 1-877-837-6143.
# Notice of Intent to Operate a Food Premises

## FOOD PREMISES INFORMATION

<table>
<thead>
<tr>
<th>Name of Food Premises:</th>
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<table>
<thead>
<tr>
<th>Address of Food Premises:</th>
<th>Street (911 Number)</th>
<th>City/Town</th>
<th>Postal Code</th>
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<table>
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<tr>
<th>Date of opening:</th>
<th>Requested inspection date:</th>
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<tbody>
<tr>
<td>DD MM YYYY</td>
<td>DD MM YYYY</td>
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Note: The Huron County Health Unit will try to accommodate your request; however, times and dates are based on staff availability.

| Type of premises: | (E.g.: Restaurant, Caterer, Take-out, Variety Store, etc.) | |
|-------------------|--| |

<table>
<thead>
<tr>
<th>Is the premises a small drinking water system?</th>
<th>Yes</th>
<th>SDWS #</th>
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## OWNER'S INFORMATION

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<th>Owner's Name:</th>
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<tr>
<th>Mailing address:</th>
<th>Street (911 Number)</th>
<th>City/Town</th>
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<table>
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<th>Daytime</th>
<th>Evening</th>
<th>Cell</th>
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<tr>
<th>Fax number (optional):</th>
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<table>
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<th>Email address:</th>
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## OPERATOR'S INFORMATION

<table>
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<th>Is the owner also the primary operator?</th>
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<td></td>
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The HEALTH PROTECTION AND PROMOTION ACT (1990) requires that anyone who intends to open a food premises must notify the Medical Officer of Health.

FAX: 519-482-7820

MAIL OR DROPOFF:

Huron County Health Unit
77722B London Rd, RR 5, Clinton, ON  N0M 1L0

06/16