



Mobile Food Service Operation Facility Review

Ohio requires that every person that intends to prepare or sell food from a movable vehicle, portable structure, or watercraft that routinely changes location, obtain a Mobile Food Service Operation (FSO) or Retail Food Establishment (RFE) license.

*Any new mobile FSO/RFE must go through facility review prior to being licensed. Below is an outline of items required to be submitted for the facility review process. When planning a new mobile unit, refer to the list of requirements below the outline. These requirements must be met and all mobile units must also comply with the applicable sections of the Ohio Administrative Code (O.A.C. 3717-1). **Once facility review is completed the operation may then apply for licensure. This must occur at least 10 days prior to operation.** A pre-operation inspection must occur before licensure. The license must be renewed annually prior to operation.*

Mobiles are licensed according to the risk level of the operation. This will be determined by our department after review of this packet.

High Risk Mobile License Fee - \$221.00

Low Risk Mobile License Fee- \$124.50

Submission of Plans

A. Submit Written Plans

1. Name, address, and contact information for owner/operator
2. Type of operation and the **menu** proposed
3. Layout of the proposed mobile unit with the following labeled
 - a. Include all auxiliary units (e.g. Storage units, exterior cooking units)
 - b. Entrances, exits, serving windows
 - c. All sinks, equipment, counters, storage
 - d. Location of potable water and wastewater connections
 - e. Location and size (capacity) of potable water and gray water tanks
 - f. Location and size of hot water heater
 - g. Location of light fixtures
4. Lighting plan including types of shielding
5. Equipment list with make and model numbers (all equipment must be commercial grade, NSF (or like agency) approved
6. Interior finishes of the facility (floor, walls, etc)
7. Make and model of the backflow prevention device.

Requirements

Structure

- The mobile must be structured to be sturdy and weather resistant. It must keep out pests. A tent is acceptable for a mobile unit, but all other requirements apply. There must be an approved flooring material available if the tent is set-up on gravel, grass, or dirt. Wood and indoor/outdoor carpeting are examples of acceptable flooring.
- The unit must be labeled with the name of the mobile, the city and state of origin, and the telephone number including area code. The lettering of the name and city of origin must be at least three inches high and one inch wide.

Surfaces

- Stainless steel and FRP are examples of suitable materials for the walls and ceiling. There must be **no bare wood**. All food contact surfaces must be smooth, easily cleanable, non-absorbent, and durable.
- Cove base must be installed at the floor-to-wall junction.

Lighting

- All surfaces must be properly illuminated to a minimum of fifty foot-candles.
- All lights must be either shatter-resistant or have a suitable light cover.

Ventilation

- Ventilation is needed whether it is natural or mechanical. This is required to prevent the accumulation of grease, condensation, smoke, or fumes. The installation of a fryer may require the installation of a commercial hood and fire suppression system.

Storage and Shelving

- Shelving must be NSF approved. Adequate shelving/storage must be available to keep food and food products at least six inches off the floor.

Equipment and Sinks

- All equipment, including refrigerators must be commercial and NSF approved. The only exceptions are freezers, handwash sinks, and microwaves.
 - Equipment must be easily moveable (for cleaning purposes) or fixed in a position that allows cleaning on all sides and underneath or sealed to adjoining equipment and walls.
 - All cold holding equipment must maintain 41°F or lower and be equipped with a thermometer.
 - All hot holding equipment must hold food at 135°F or above.
- A three-compartment sink with drainboards must be provided. The three-compartment sink must be large enough to immerse the largest equipment/utensils.
 - Sanitizer for use in the third compartment must be available as well as sanitizer test strips to test the concentration of sanitizer used.
- A separate handwash sink must be provided. The sink must be supplied with hot water (100°F), soap, paper towels, and a handwashing sign.

Water

- Any water supply must come from an approved source. This applies whether the water is available in a holding tank or comes from a public or private water supply.

- If the mobile plans to operate in a location where water is not available it must have a potable water holding tank with an adequate supply of water for handwashing and washing of equipment and utensils.
- Running hot water must be available at all times.
- A backflow prevention device, either ASSE 1012 or ASSE 1024 must be installed on the unit to prevent contamination of the water supply.
- The unit must have a food grade hose for connection to drinking water supply. Garden hoses are not permitted.

Wastewater

- The facility must have a wastewater holding tank. It must be sized fifteen percent larger than the potable water holding tank. If a permanent tank is not installed then a portable tank must be available. Connection to sanitary sewer is permitted, if available. Wastewater collected in a holding tank must be properly disposed of in an approved wastewater collection site.

Other

- A thermometer must be available for measuring food temperatures. It must have a minimum range of 0-220°F and it must be calibrated properly.
- Barriers must be available to prevent bare-hand contact with ready-to-eat foods. Gloves, deli tissue, or tongs can fulfill this requirement.
- Foods must be protected from contamination from consumers and pests.
- All foods must be obtained from an approved source. Foods, other than some baked goods, may not be produced in a private home and sold from the stand. Foods must either be prepared on-site, in a licensed kitchen, or purchased from a licensed source.