

# ABC

## Retail Food Inspection Guide

County of San Bernardino  
Environmental Health Services  
[www.sbcounty.gov/dehs](http://www.sbcounty.gov/dehs)

909-387-4608

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County of San Bernardino  
ENVIRONMENTAL HEALTH SERVICES  
COMMUNITY ENVIRONMENTAL HEALTH PROGRAM  
OFFICIAL CAL CODE INSPECTION REPORT

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SCORE

INS = Not applicable  
OUT = Out of compliance  
FOOD PRICE APPROVED SOURCES

COMPLIANCE WITH APPROVED PROCEDURES  
COMPLIANCE WITH APPROVED PROCEDURES

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# FOREWORD

The San Bernardino County, Department of Public Health, Division of Environmental Health Services is dedicated to improving the quality of life, ensuring public health and safety, and preventing environmental hazards for all residents and visitors through innovation, education, surveillance, enforcement and community service.

Food safety in San Bernardino County is everyone's responsibility. Environmental Health Services Food Inspection Program in partnership with the food industry plays a major role in keeping food safe for consumers. Many people do not think about food safety until a food-related illness affects them or a family member. While the food supply in the United States is one of the safest in the world, Centers for Disease Control and Prevention still estimates that approximately 48 million people suffer from foodborne illness each year. Of these, more than 128,000 are hospitalized, and 3,000 die. Preventing foodborne illness and death remains a major public health challenge. To this end Environmental Health specialists inspect food establishments countywide to ensure safe food handling processes are in place.

Improving the food service operator's understanding and knowledge of safe food handling practices is of great importance. This guide has been developed to assist the operator in determining the current status of their operation and provide information needed to improve all aspects of food storage, handling, preparation and service. Food safety is an important component of any food operation and can impact the health of the public. Customers expect food establishments to prepare their food safely. The operation of food establishments is dependent on the safe practices of food handlers. Good training is the foundation upon which food establishments can continue to provide safe food for the public. Improvements in food production, processing, preparation and storage practices can be measured through the reduction in outbreaks of foodborne illnesses. Through a committed partnership with the food industry, we can achieve a greater protection of public health.

The Division of Environmental Health Services is committed to providing the highest quality service to both the food industry and the public.

Corwin Porter, MPH, REHS, Division Chief  
Division of Environmental Health Services

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# Introduction

The Retail Food Inspection Guide provides information to the food service operator on matters related to the Official Cal Code Inspection Report (OIR), the scoring and grading system, the retail food inspection process, and common terminology used by the Food Inspection Program. This guide serves not only as a reference booklet but also as an educational tool to assist the food service operator in the process of self-assessment.

The Official Cal Code Inspection Report is used both to document the violations observed in the facility and to calculate the final score/grade based on those violations. To facilitate understanding of how grades will be posted a sample of the Letter Grade Card along with explanations of how it is to be marked and posted have been included in this booklet. To assist the operator in understanding the inspection report, this guide provides detailed information in each violation category along with some examples of the most common violations that would meet these criteria. In addition, pertinent sections of the California Retail Food Code and San Bernardino County Code are provided.

In order to maintain and operate a food facility in compliance with the law and to prepare for the inspection process, a self-inspection guide has been included. This guide assists the operator or manager to complete an inspection using the same criteria as Environmental Health Services. The final section of this guide provides contact information regarding the San Bernardino County Division of Environmental Health Services (DEHS) as well as local, State, and Federal government agencies and programs.

It is important to remember when using this document that it is a reference tool. As with all reference material, information may change. The scientific community constantly provides enforcement agencies with new and updated information; laws and policies are subject to change based upon the public health need; and risk assessment must constantly be reviewed to ensure program effectiveness. Therefore, this document is subject to change to keep pace with current developments. DEHS will make every effort to ensure the food service industry is aware of significant changes in a timely manner.

If there are questions regarding the inspection report, actions by the health inspector or the Division, or any applicable law, regulation, or policy please contact DEHS. The health inspector, supervisor and local office staff are available to provide assistance upon request.

# Common Terminology

The following terms are intended to assist the operator in using this Retail Food Inspection Guide.

**Adulterated means** either of the following:

- (a) Food that bears or contains any poisonous or deleterious substance that may render the food impure or injurious to health.
- (b) Food that is manufactured, prepared, or stored in a manner that deviates from a HACCP plan so as to pose a discernable increase in risk.

**Acute Gastrointestinal Illness** means a short duration illness most often characterized by one of the following symptoms or groups of symptoms, which are known to be commonly associated with the agents most likely to be transmitted from infected food employees through contamination of food:

- (a) Diarrhea, either alone or in conjunction with other gastrointestinal symptoms, such as vomiting, fever, or abdominal cramps.
- (b) Vomiting in conjunction with either diarrhea or two other gastrointestinal symptoms, such as fever or abdominal cramps.

**Approved** means acceptable to the enforcement agency based on a determination of conformity with applicable laws, or, in the absence of applicable laws, current public health principles, practices, and generally recognized industry standards that protect public health

**Approved Source** means a food source allowed under Article 3 (commencing with Section 114021) of Chapter 4, or a producer, manufacturer, distributor, or food facility that is acceptable to the enforcement agency based on a determination of conformity with applicable laws, or, in the absence of applicable laws, with current public health principles and practices, and generally recognized industry standards that protect public health.

**California Retail Food Code “Cal Code”** is part of the California Health and Safety Code addressing the regulation of retail food facilities.

**Comminuted** means reduced in size by methods including chopping, flaking, grinding, or mincing.

**Cross Contamination** is the transfer of harmful microorganisms from one food or food contact surface to another. Microorganisms may be transferred from contaminated equipment, utensils, and human hands to other food or food contact surfaces. Microorganisms may also be transferred when raw meat or poultry are stored or thawed above other food or food contact surfaces.

**Exclude** means to prevent a person from working as a food employee or entering a food facility except for those areas open to the general public.

**Facility Under Review Card** is a placard posted at a food facility after a facility is reopened following a closure, but before a re-score inspection is conducted. This placard provides information on reasons for the initial closure as well as the corrections that were made to allow the facility to reopen.

**Food Handler Card** is issued after passing a DEHS approved training class. Each food worker must possess a valid Food Handler card from San Bernardino County within 14 days of hire. It will expire in 3 years.

**Food Manager Certification** is issued after passing a DEHS approved extensive training class. At least one person working at each food facility must have this within 60 days of employment. It will expire in 5 years.

**HACCP Plan** means a written document that complies with the requirements of Section 114419.1 and that delineates the formal procedures for following the Hazard Analysis Critical Control Point principles developed by the National Advisory Committee on Microbiological Criteria for Foods.

**Impound** means the legal control exercised by the enforcement officer over the use, sale, disposal, or removal of any food, equipment, or utensils.

**Letter Grade Card** is the placard that will be placed in the window or another approved location by the health inspector after a routine or re-score inspection.

**Multiservice Utensil** means a utensil manufactured for use more than one time.

**Notice of Closure Card** is a placard that will be posted by the health inspector at a food facility when the establishment's health permit is suspended or revoked. Once a Notice of Closure Card has been issued, the food facility is required to discontinue all operations. The Notice of Closure Card will be posted in the front window or in a location approved by the health inspector. Removal of the Notice of Closure by anyone other than the health inspector or the refusal of a food facility to close when issued a "Notice of Closure" is a violation of San Bernardino County Code, Section 33.1404.

**Permit Suspension/Revocation Hearing** is a hearing requested by the operator within 15 calendar days following a permit suspension (facility closure). At this hearing, the hearing officer determines whether to uphold the suspension, revoke the permit or lift the suspension. Until a decision is reached, the facility must remain closed.

**Person in Charge (PIC)** "Person in Charge" means the individual present at a food facility who is responsible for the operation of the food facility.

**Potable Water** means water that complies with the standards pursuant to the California Safe Drinking Water Act (Chapter 4 (commencing with Section 116270) of Part 12, to the extent permitted by federal law.

**Potentially Hazardous Food (PHF)** means a food that requires time or temperature control to limit pathogenic micro-organism growth or toxin formation. Examples include: protein based food (meat, poultry, seafood, eggs), dairy products (cheese, milk), cooked vegetables, cooked beans, cooked rice and cooked pasta.

**Ready to Eat Food (RTE)** means food that is edible without additional preparation to achieve food safety such as cooking, acidifying, etc.

**Revocation** is an action taken by the Environmental Health Services Division to take away a facility's permit to operate resulting in a facility closure. A facility must apply for a new permit prior to being authorized to reopen.

**Restrict** means to limit the activities of a food employee so that there is no risk of transmitting a disease that is transmissible through food and the food employee does not work with exposed food, clean equipment, utensils, linens, and unwrapped single use articles.

**Sherman Food Drug and Cosmetic Act** is part of the California Health and Safety Code addressing labeling, advertising and pure food.

**Suspension** is an action taken by the Environmental Health Division to temporarily take away a facility's permit to operate resulting in a facility's closure.

**Time only control** is when time only (rather than time in conjunction with temperature) is used as a control for working with or holding potentially hazardous food. All food must have an approved HACCP Plan.

**Variance** means a written document issued by the State Health Department (DHS) that allows the use of an alternative practice or procedure which is equivalent to the existing requirements, and that a health hazard will not result from the alternative practice or procedure.

**Voluntary Condemnation and Destruction (VC&D)** is a procedure by which food found to be adulterated or misbranded is voluntarily destroyed by the operator under the supervision of an authorized representative of Environmental Health.

# Centers for Disease Control Risk Factors

With the enactment of the California Retail Food Code, California retail food safety agencies have refocused facility inspections based on the Centers for Disease Control (CDC) foodborne illness risk factors and public health interventions. The following Marking Guide is intended to facilitate the transition of California food safety programs from Cal Code implementation to a risk and intervention based inspection methodology. This methodology focuses DEHS inspections on the most prevalent contributing risk factors related to foodborne illness or injury. Assuring that the following five major **risk factors** do not occur is vital to preventing foodborne illness:

1. Food from unsafe sources.
2. Improper holding temperatures.
3. Inadequate cooking.
4. Contaminated equipment.
5. Poor personal hygiene.

**Immediate correction is required of any of the risk factor violations that have been identified as major violations. When a major violation cannot be immediately corrected, or a suitable alternative found, the food facility may be subject to closure.**

In addition to the above major risk factors, five key public health interventions were identified by the FDA and are listed in the preface of the FDA Model Food Code as methods to protect consumer health.

The five **interventions** are:

1. Demonstration of knowledge
2. Employee health controls
3. Controlling hands as a vehicle of contamination
4. Time and temperature parameters for controlling pathogens
5. The consumer advisory

The Health Department's inspections primarily focus on the above major risk factors and interventions when conducting routine inspections of food facilities in an effort to reduce risk of foodborne illness.



# Understanding the Inspection Process

**Routine Inspections** are generally conducted twice a year and are unannounced. The inspector conducts an in-depth evaluation of the facility's operation and records deficiencies on the inspection report by marking the major or "out" box for each respective violation. The violation points are summed and subtracted from 100. A corresponding letter grade is issued to the facility at the conclusion of the inspection

**Reinspections** are follow-up inspections initiated by the inspector when the routine inspection reveals serious or repeat violations at the facility.

**Re-reinspections** are inspections conducted by the inspector to address serious or repeat violations not corrected at the first reinspection. These inspections result in an additional charge to the food facility.

**Complaints/Reports of Foodborne Illness** are investigated by the inspector as they are received. These investigations are generally not scored and may require follow-up inspections if violations are found.

**Closures (Suspensions)** are actions taken against the facility due to low scores (below 70); failure to maintain at least a "B" rating (80 or above) at a re-score inspection; and any other hazard creating an immediate danger to public health. A facility that is ordered to close will have the Notice of Closure Card posted by the health inspector.

**Re-score Inspection** is a routine inspection requested by the owner of a facility in order to have the establishment re-scored. Facilities receiving less than a "B" rating are required to have a re-score inspection within 30 days of the initial inspection. The inspection will result in an additional charge to the facility. *Requesting a re-score inspection is not a guarantee to receive a higher score or grade.*

# Understanding the Official Inspection Report

DEHS is responsible for enforcing sections of the California Retail Food Code (H&S) and sections of the San Bernardino County Code (SBCC). To ensure that each food facility is in compliance with these regulations, the Environmental Health Specialist, who is more commonly referred to as the health inspector, conducts inspections. Any violation of the regulations is documented on the Official Inspection Report (OIR), which is issued by the health inspector at the conclusion of the inspection. This report is used for routine inspections, complaint/foodborne illness investigations and other inspections to indicate the food facility's status as well as previously noted deficiencies.

The intent of the OIR is to recognize the varying degrees of risk to public health associated with violations of applicable laws, codes and regulations. This OIR report consists of two main parts. The first part includes items that relate to CDC identified risk factors and public health interventions. Violations in this section include major violations and “out” or minor violations. There are 23 categories or data fields in this section.

The second section of the OIR includes items that do not relate to major violations and public health interventions and are considered Good Retail Practices (GRP's). Violations in this section are considered “out” or minor violations only.

The OIR consists of a cover page with a list of all the data fields as well as point values associated with each violation. The cover page also includes general information about the facility in the header section. The back of the OIR contains the Summary of Corresponding Laws and Regulations with specific requirements for each corresponding data field on the front of the OIR. After the inspection the health inspector will retain one page, while the remaining page will be issued to the operator. When completed, the OIR provides the food service operator with important information to identify areas that have the greatest potential for the spread of foodborne illness. While reviewing the description of the OIR, please refer to the actual document on the next two pages.



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ENVIRONMENTAL HEALTH SERVICES  
COMMUNITY ENVIRONMENTAL HEALTH PROGRAM  
OFFICIAL CAL CODE INSPECTION REPORT

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FACILITY NAME		DATE		SIGNATURE	
LOCATION		REINSPECTION DATE		PERMIT EXPIRATION	
OWNER/PERMITTEE	CONTACT	TITLE		PHONE	
MAILING ADDRESS		FACILITY OWNER ACCOUNT		REYS	
FA #	PER #	SEL #	CD #	FE	PERMIT IDENTIFIER
TIME IN	TIME OUT	PAK	PARAL		SERVICE RESULT ACTION

Based on an inspection this day, the items marked below identify the violation(s) in operation or facilities which must be corrected. The Permittee has the right to a hearing if requested in writing within 15 calendar days of receipt of this notice, to show cause why the permit to operate should not be suspended or revoked.

Failure to correct listed violation(s) prior to the designated compliance date may necessitate an additional reinspection at a charge of \$104.00 hour.

See the final page for the code sections and general requirements that correspond to each violation listed below.

SCORE

☒ In = In compliance

☒ COS = Corrected on-site

☐ N/O = Not observed

☐ MAJ = Major violation

☐ N/A = Not applicable

☐ OUT = Out of compliance

DEMONSTRATION OF KNOWLEDGE		COS	MAJ	OUT
In	N/O			2
1. Demonstration of knowledge, food safety certification Food Safety Cert Name: _____ Exp. Date: _____				
EMPLOYEE HEALTH & HYGIENIC PRACTICES				
In				4
2. Communicable disease, reporting, restrictions & exclusions				
In	N/O			2
3. No discharge from eyes, nose, and mouth				
In	N/O			2
4. Proper eating, drinking or tobacco use				
PREVENTING CONTAMINATION BY HANDS				
In	N/O			4
5. Hands clean and properly washed; gloves used properly				
In				2
6. Adequate handwashing facilities supplied & accessible				
TIME AND TEMPERATURE RELATIONSHIPS				
In	N/O	N/A		
7. Proper hot and cold holding temperatures				
In	N/O	N/A		
8. Time as a public health control: procedures & records				
In	N/O	N/A		2
9. Proper cooling methods				
In	N/O	N/A		4
10. Proper cooking time & temperatures				
In	N/O	N/A		4
11. Proper reheating procedures for hot holding				
PROTECTION FROM CONTAMINATION				
In	N/O	N/A		2
12. Returned and reuse of food				
In	N/O	N/A		4
13. Food in good condition, safe and unadulterated				
In	N/O	N/A		4
14. Food contact surfaces: clean and sanitized				
Sanitizer Type: Chlorine Quaternary Ammonia Iodine Other: _____ Sanitizer Concentration (ppm): _____				
FOOD STORAGE/DISPLAY/SERVICE				
In				1
30. Food storage: food storage containers identified				
In				1
31. Consumer self-service				
In				1
32. Food properly labeled & honestly presented				
EQUIPMENT/UTENSILS/WARE				
In				1
33. Nonfood contact surfaces clean				
In				1
34. Warewashing facilities: installed, maintained, used, test strips				
In				1
35. Equipment/utensils approved, washed, clean, good repair, capacity				
In				1
36. Equipment, utensils and linens storage and use				
In				1
37. Vending machines				
In				1
38. Adequate ventilation and lighting, designated areas, use				
In				1
39. Thermometers provided and accurate				
In				1
40. Wiping cloths properly used and stored				
PHYSICAL FACILITIES				
In				1
41. Plumbing: proper backflow devices				
In				1
42. Garbage and refuse properly disposed, facilities maintained				
In				1
43. Toilet facilities: properly constructed, supplied, cleaned				
In				1
44. Premises, personal cleaning items, vermin-proofing				
PERMANENT FOOD FACILITIES				
In				1
45. Floor, walls, ceiling, built, maintained, and clean				
In				1
46. No unapproved private homes/food or sleeping quarters				
SIGNS REQUIREMENTS				
In				1
47. Signs posted, test inspection report available				
In				2
48. Food worker cards				
COMPLIANCE & ENFORCEMENT				
In				
49. Permits Available				
In				
50. Resources Required				
In				
51. Plan Review				
In				
52. VCD				
In				
53. Importation				
In				
54. Permit Suspension				

EHS would appreciate your feedback on this inspection. Click here to take our survey or browse to [surveymonkey.com/s/RFFSURVEY](http://surveymonkey.com/s/RFFSURVEY)



# Understanding Your Grade

The purpose of performing food facility inspections is to protect public health by reducing and preventing incidents of foodborne illness. The Division of Environmental Health Services employs the grading system as an indicator that the public can use to determine the status of a facility in conforming to current health and safety code requirements. Violations on the OIR have been assigned a specific point value based on the associated public health risk. ***The grade or score the food facility receives reflects the status of the food facility at the time of the inspection only.*** Each food facility inspection begins with 100 points. As the health inspector conducts the inspection, violations are marked on the corresponding box of the OIR. The point value from each marked violation is summed and this total is then deducted from the initial 100 points. Letter grades are assigned based on the facility's score as indicated in the chart below.

Beginning of the Inspection 100 points

Total Points Deducted - \_\_\_\_\_

Remaining Points = Score

90 to 100 points

**A**

Generally superior in food handling practices and overall food facility maintenance and sanitation

80 to 89 points

**B**

Generally acceptable in food handling practices and overall food facility maintenance and sanitation

70 to 79 points

**C**

Generally unacceptable in food handling practices and overall general food facility maintenance and sanitation (A re-score inspection is required)

0 to 69 points

**Closure**

Poor food handling practices and overall food facility maintenance and sanitation

At the conclusion of the routine inspection, the Health Inspector will place the Letter Grade Card in the facility's window or other approved location. The Letter Grade Card shall not be defaced, marred, camouflaged, relocated, hidden or removed.

If a food facility receives an **“A” grade**, there will be no re-score inspection required.

If a food facility receives a **“B” grade**, there will be no re-score inspection required. However, if an operator wishes the opportunity to improve the grade but does not want to wait for the next visit by the inspector, a re-score inspection can be requested. The re-score inspection will result in a charge for the time required to perform the evaluation.

If a food facility receives a **“C” grade**, the violations must be corrected and the food facility must submit a written request for a re-score inspection within 30 days of the date of the OIR to avoid closure. The health inspector will conduct the re-score inspection within 10 business days after receiving the written request from the food facility and post the resulting grade. **DEHS will close a food facility that does not receive at least a “B” grade on the re-score inspection.**

If a food facility receives a **score below 70, no grade will be issued**. A Notice of Closure will be posted and the facility will be closed for a period of no less than **24 hours**. After the minimum 24 hour closure period, a reopening inspection will be conducted as a requirement to reopen to determine if all the major violations have been corrected. The reopening inspection will only be performed if the facility has submitted a re-score request. The re-score inspection will be conducted within 10 business days. At least a **“B”** must be obtained or the facility’s health permit will be suspended and the facility closed.

There may be other situations as determined by your health inspector that will make it necessary for the operation to immediately close. Any food facility found to pose an immediate danger to the public’s health and safety will be closed. Regardless of an facility’s grade or score, if an immediate danger exists, the facility will be ordered to close. Examples of an immediate danger include sewage backup, no hot water, power or water outages or the presence of cockroach or rodent infestations.

When a food facility is ordered closed, the Health Permit is suspended and the Notice of Closure Card will be posted in an approved location. The Notice of Closure Card will remain posted until a Letter Grade Card or Facility Under Review Card is posted by the health inspector.

An facility that has been closed may request a hearing within 15 days to show cause why the permit suspension should be lifted or why the facility’s permit should not be revoked.

Each food facility is required to maintain a copy of the most recent scored inspection report in the facility and it must be made available for public review upon request.

# Understanding the Letter Grade Card

The Letter Grade Card will display the letter grade as well as information from the inspection report. The health inspector will mark the boxes on the Letter Grade Card as follows:

The box marked “**No Corrective Action Required**” is checked when *no* violations are documented on the OIR. The box marked “**Minor Violation(s) Observed**” is marked anytime minor “out” violations are observed. The box marked “**Major Violations Observed in the Following Areas**” is checked when major violations *are* documented on the OIR.

Directly below are Cal Code data field violations with corresponding check boxes on the letter grade card. These boxes on the letter grade card will be checked when **major** violations are documented during the inspection. The boxes on the ABC placard that are checked by the inspector correspond only to the data fields that contain major violations.

Data fields 24 to 54 all considered “out” or minor violations only and are not checked on the Letter Grade Card.

# Letter Grade Card

Facility: \_\_\_\_\_

Address: \_\_\_\_\_



GRADE

**A**

**SAMPLE**

- ☐ NO CORRECTIVE ACTION REQUIRED ☐ MINOR VIOLATION(S) OBSERVED  
☐ MAJOR VIOLATIONS OBSERVED IN THE FOLLOWING AREAS:

- |   |   |
|---|---|
| <input type="checkbox"/> Employee Health & Hygienic Practices | <input type="checkbox"/> Highly Susceptible Populations |
| <input type="checkbox"/> Preventing Contamination by Hands    | <input type="checkbox"/> Water / Hot Water              |
| <input type="checkbox"/> Time and Temperature Relationships   | <input type="checkbox"/> Liquid Waste Disposal          |
| <input type="checkbox"/> Protection From Contamination        | <input type="checkbox"/> Vermin                         |
| <input type="checkbox"/> Food From Approved Sources           |   |

A COMPLETE INSPECTION REPORT CAN BE VIEWED AT THIS FACILITY UPON REQUEST AND IS AVAILABLE AT ENVIRONMENTAL HEALTH SERVICES

TO VIEW ALL FOOD FACILITY SCORES/GRADES, VISIT OUR WEB SITE:  
[www.sbcounty.gov/dehs](http://www.sbcounty.gov/dehs)

\_\_\_\_\_  
ENVIRONMENTAL HEALTH SPECIALIST

\_\_\_\_\_  
DATE

#### ENVIRONMENTAL HEALTH SERVICES OFFICES

Central Valley Region	
San Bernardino .....	(909) 387-4000
West Valley Region	
Rancho Cucamonga .....	(909) 940-5050
Desert Region	
Hesperia .....	(760) 955-6154

TAMPERING OR REMOVAL OF THIS REPORT IS A VIOLATION OF SBCC§ 25.1406(e)

10-21210-431 rev. 2/12



# General Marking Instructions for Data Fields

Violations in data fields 1 through 23 of the report are considered to be associated with CDC identified risk factors and FDA identified public health interventions. The Violations in this section of the report can be marked as either Major or OUT violations.

**Compliance Status** For each data field in section 1 to 23, indicate one of the following compliance status choices on the inspection form:

“**IN**” indicates that the item is in compliance;

“**N/O**” indicates that the item was not observed during the inspection, however the EHS should determine through discussion with the food employee to determine if there is adequate employee knowledge of a practice or procedure (this should be viewed as an educational opportunity rather than a violation of “Demonstration of Knowledge”);

“**N/A**” indicates that the item is not applicable for the facility.

“**MAJOR**” means that the item is not in compliance and it meets the criteria of a Major violation as described below

“**OUT**” means that the item is not in compliance and it meets the criteria of “OUT” or a minor violation as described below

If N/A or N/O is not given as an option for a particular item, this means that this item may not be observable during the inspection and a compliance status must be determined. If the item is marked MAJOR or OUT, document each violation for the item number in the “Observations and Corrective Actions” section of the inspection report.

## CORRECTED ON SITE (COS):

For items “MAJOR / OUT” an “X” will be in the corresponding box “COS” when the violation is Corrected On-Site.

Marking COS indicates that all violations cited under that particular item number have been corrected and verified prior to the completion of the inspection.

The actual corrective action taken for each violation should be documented in the “Observations and Corrective Actions” section of the inspection report.

For example, data field #6 “Adequate hand washing facilities supplied/accessible” is marked OUT if the food facility does not have soap and paper towels at the hand wash sink. During the inspection, if the operator partially corrects the problem by putting soap at the sink, but still does not have paper towels or any other effective means for drying hands the COS box would not be checked. The corrective action taken for the soap is documented in the narrative on the form, but COS is not marked because all violations under that item were not corrected.

## MAJOR VIOLATIONS

Major violations are risk factor violations and are also found in section 113725 of the California Retail Food Code. Major violations were also defined as part of the Senate Bill 180 implementation process and have traditionally been looked upon as rationale for suspension of a food facility permit due to an imminent health hazard. According to the Centers for Disease Control and Prevention (CDC), these major violations are the most significant risk factors contributing to foodborne illness outbreaks, and are clearly an imminent health hazard to the public health and safety.

**When a major violation cannot be immediately corrected, or a suitable alternative found, the food facility may be subject to closure.**

## **“OUT” OF COMPLIANCE VIOLATIONS**

OUT violations do not meet the criteria in section 113725. Though they are not considered an imminent health hazard they still present a risk to public health.

Violations in data fields 24 through 54 of the Official Inspection Report are considered **Good Retail Practices (GRP)** and are considered OUT or minor violations. Good Retail Practices are preventive measures that include practices and procedures that effectively control the introduction of pathogens, chemicals, and physical objects into food. Since the major emphasis of an inspection is on the Risk Factors that cause foodborne illness, the GRPs have been given less importance on the inspection form and a differentiation between IN, MAJOR, OUT, N.A. and N.O. is not made in this area.

# Food Facility Self-Inspection Checklist

Date \_\_\_\_\_ Employee \_\_\_\_\_

The items listed in this checklist are the major areas our Division will be looking for when we perform our routine food facility inspections. This checklist is provided so that you may perform periodic reviews of your facility's operation. We suggest that you go through this checklist, and "check off" those items that are in compliance. Those not in compliance would be considered a "violation" during our inspection, and need to be corrected. We hope this assists in maintaining your facility at the highest standards.

**THE FOLLOWING CONDITIONS ARE SERIOUS AND PRESENT A MAJOR HEALTH HAZARD. IF ANY OF THE FOLLOWING CONDITIONS ARE PRESENT, THE FACILITY MUST CLOSE UNTIL THE CONDITION(S) IS/ARE CORRECTED.**

- Overflowing sewage, inside or outside of the facility.
- No potable water
- No hot water
- No electricity
- Severe rodent or insect infestation
- Actual or potential threat to the public (no sanitizer, no refrigeration available, sick employees handling food, etc.)

## Demonstration of knowledge

Yes No Corrective Action

- Facility has a person with a valid Certified Food Manager certificate ☐ ☐ \_\_\_\_\_
- The certification is ORIGINAL, posted in a visible place and not shared with a different restaurant. ☐ ☐ \_\_\_\_\_
- Person in Charge (PIC) and all food employees are able to demonstrate food safety knowledge practices and principles applicable to their assigned duties (food temperature knowledge, utensil washing, sanitizing, etc). ☐ ☐ \_\_\_\_\_

## Employee Health and Hygienic Practices

Yes No Corrective Action

- Manager and/or PIC is excluding or restricting employees that are sick. ☐ ☐ \_\_\_\_\_
- Manager and/or PIC is excluding employees from working with open food that have discharge from eyes, mouth and nose. ☐ ☐ \_\_\_\_\_
- Manager and/or PIC is excluding or restricting an employee actively preparing food that has a wound, lesion or rash. ☐ ☐ \_\_\_\_\_
- Employees use designated areas for eating and drinking that is away from where food is prepared and/or served. ☐ ☐ \_\_\_\_\_

Yes No Corrective Action

- Employees only smoke outside of the facility, several feet away from the building and are washing hands thoroughly before returning to work. ☐ ☐ \_\_\_\_\_
- Personal items (open beverages, open food, cigarettes, etc.) are stored in designated area that is under and away any food or food contact surface to prevent potential contamination. ☐ ☐ \_\_\_\_\_
- Employee drinks are not stored on or above food/utensil surfaces ☐ ☐ \_\_\_\_\_

**Preventing Contamination by hands**

	Yes	No	Corrective Action
• Handwash sink is adequately stocked with soap and paper towels.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Hands are thoroughly clean and properly washed using soap and warm water (held to at least 100 ° F), washing for about 15-20 seconds, including under the fingernails.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Employees are washing hands after any of the following:			
1. Changing tasks (before and after handling raw food, sanitizer towels, dirty plates, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Replacing gloves	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. Touching any part of their body	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Whenever they become contaminated	<input type="checkbox"/>	<input type="checkbox"/>	_____
• If employees use gloves, they are replacing them after changing tasks. (Gloves are NOT to be re-used).	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Handwash sink is accessible and unobstructed.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Employees using hand sanitizer must use only after properly having washed hands. (Sanitizer alone DOES NOT replace proper handwashing).	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Fingernails are trimmed, smooth and clean.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Employees do not handle food with false nails or nail polish; unless gloves are worn.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Jewelry is limited to a plain ring, such as a wedding band, and a watch (no bracelets).	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Employees are minimizing food contact with bare hands by using utensils.	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Yes	No	Corrective Action
• Sign posted at handwash sink notifies food employees to wash their hands.	<input type="checkbox"/>	<input type="checkbox"/>	_____

**Time and Temperature Relationships**

	Yes	No	Corrective Action
• Potentially hazardous food (PHF) is held at 41 ° F or less for cold holding and 135 ° F or above for hot holding.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Ambient air temperature of all refrigerators and freezers is monitored with an accurate thermometer.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Fruits and vegetables, when cooked, reach a minimum temperature of 135 ° F.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Single pieces of beef, lamb, veal, and pork; fish, or eggs served for immediate service shall be heated to 145 ° F or above for 15 seconds.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Comminuted meat (ground beef/hamburger/ground pork), injected meats, and raw shell eggs shall be heated to 155 ° F or above for 15 seconds.	<input type="checkbox"/>	<input type="checkbox"/>	_____

- Poultry, comminuted poultry (ground turkey/ground chicken), stuffed fish/meat/poultry shall be heated to 165° F or above for 15 seconds. ☐ ☐ \_\_\_\_\_
- Commercially processed ready-to-eat food shall be reheated to 135° F or above within 2 hours for hot holding. ☐ ☐ \_\_\_\_\_
- Left-over foods are reheated to a minimum temperature of 165° F for 15 seconds before placing in hot holding. Hot holding units are **NOT** to be used to reheat potentially hazardous foods. ☐ ☐ \_\_\_\_\_
- Food is adequately cooled from 135° - 41° F within 6 hours. ☐ ☐ \_\_\_\_\_
- PHF is cooled using approved methods (placing in refrigerator in shallow pans; use of ice bath, ice paddle or adding ice as an ingredient; special equipment such as blast chillers, etc.). ☐ ☐ \_\_\_\_\_
- PHFs in salad bar are held between 41° - 45° F not to exceed 12 hours after which they will be discarded. ☐ ☐ \_\_\_\_\_
- When using time-only principle as a public health control, food temperature and food containers are adequately time stamped (to be discarded after 4 hours). ☐ ☐ \_\_\_\_\_

#### Protection from contamination

- |   | Yes                      | No                       | Corrective Action |
|---|--------------------------|--------------------------|-------------------|
| • Sanitizer buckets are set up at the beginning of each shift   | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • Adequate sanitizer concentrations are maintained (100 ppm for chlorine, 200 ppm for Quat or 25 ppm for Iodine).   | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • Equipment food contact surfaces and utensils used with PHFs are cleaned and sanitized at the required frequency (every 4 hours, after changing tasks, or whenever is soiled). | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • High temperature dishwasher is capable of providing heat to the surface of the utensils at a temperature of at least 160° F.  | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • Chemical dishwasher reaches a sanitizer concentration of at least 50 ppm to properly disinfect utensils.  | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • Hot water of at least 100° F is used in the first compartment of utensil sink during active utensil washing.  | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • Adequate contact with sanitizer during active utensil washing. (Chlorine: 30 sec, Quat: 1 min, Iodine: 1 min).  | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • Utensils are air dried.   | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • Soda dispensing nozzles are cleaned and sanitized as required.  | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • Food is not re-served to another customer.<br>Approved only if it is pre-packaged (Exemptions: salt and pepper shakers, narrow neck bottles).                                 | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • Facility uses only fresh ice for food items and not ice that has been used for cooling the exterior surfaces of food such as melon or fish, canned beverages, or equipment.   | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • Facility maintains only unexpired baby formula.   | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • Canned foods are free from leaks and swelling.  | <input type="checkbox"/> | <input type="checkbox"/> | _____             |
| • Food served contains 0.5 g or less of trans-fat per serving.  | <input type="checkbox"/> | <input type="checkbox"/> | _____             |

- Food products (flour, beans, rice and/or alcohol) are free from insect infestation (i.e. grain weevils or fruit flies).

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#### Food from approved sources

Yes No

Corrective Action

- Food is from approved source (Not made at home).
- Shell stock tags are provided and kept for at least 90 days.
- Warning sign posted if oysters are sold and are from the Gulf of Mexico. (Sign for treated oysters from April 1-October 31 and sign for untreated oysters from November 1-March 31).
- Shell stock from different batches is not commingled but are kept in separate containers.
- Liquid, frozen, dry eggs and egg products are obtained pasteurized.

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Yes No

Corrective Action

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#### Water/Hot Water

Yes No

Corrective Action

- Potable water is provided in facility.
- Hot water is maintained at least 120 ° F in at least one sink of the facility.
- Hot water is maintained at least 100 ° F in handwash sink and is not greater than 108 ° F in automatic sinks (non-adjustable by customer).
- Facility provides enough water at 120 ° F for all operations and water does not fall below 100 ° F.

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#### Liquid Waste Disposal

Yes No

Corrective Action

- Toilet(s) are operable.
- Sewage/wastewater is properly disposed preventing overflow or backup in facility.
- Grease interceptor is clean and not clogged or overflowing.
- Floor sinks in the facility are clean and not clogged or overflowing.
- Mop water is disposed of through approved plumbing system(in the mop sink); not on ground outside.

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#### Vermis

Yes No

Corrective Action

- The facility is free of vermin.
- Animals are not present in food preparation, storage or display areas. (Exclusions: service animals).
- Outside doors have screens, are well sealed and are equipped with a self closing door.

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#### Supervision

Yes No

Corrective Action

- Person in charge is present during inspection.

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- Notification to use clean utensils provided for customers returning to salad bars and buffets

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#### Personal Cleanliness

- Employees are wearing adequate hair restraints.
- Employees are wearing clean clothing (aprons, shirts, etc.).

Yes No Corrective Action

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#### General Food Safety Requirements

- Potentially Hazardous Foods are not left unattended on counters and work surfaces without temperature control.
- All raw food is separated from ready to eat (RTE) or cooked food.
- Food in walk-in cooler or refrigerators are adequately covered, protected from contamination.
- Food is thawed using approved methods (under running cold water, inside walk-in, in microwave or as part of the cooking process).
- PHF food held in the temperature danger zone (between 41° - 135° F) for extended periods is discarded.
- Food on display is protected from contamination by use of sneeze guards, containers with tight fitting lids, display cases, mechanical dispensers, etc.
- Food is stored at least 6 inches above the floor.
- Dry food products have proper scoops with a handle not touching product.
- Chemicals/cleaners are stored away from food, food related supplies, and utensils.
- Chemicals are clearly labeled for easy identification.
- Facility does not use badly dented cans.
- Expired and returnable products are clearly labeled and separated from food, equipment and utensils.
- Milk dispenser nozzles are cut diagonally to prevent milk accumulation.
- Whole raw produce is washed properly.

Yes No Corrective Action

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#### Food Storage/Display/Service

- Open bags of food are stored in containers with tight fitting lids and labeled with common name.
- Pre-packaged food is adequately labeled per Sherman Food, Drug and Cosmetic Law requirements which include the name of product, information in descending order if the product is made of two or more ingredients, the name and address where item was manufactured, and net weight (i.e. ice, pastries, baked goods, etc.)
- Facility adheres to established menu labeling guidelines.  
(NOTE: Only if facility is on of 20 or more chains nationwide).
- Utensils are provided for each individual container at buffet and salad bar areas.

Yes No Corrective Action

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- Single use utensils are protected from contamination or dispensed from approved sanitary dispensers.

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#### Equipment/Utensils/Linens

- Adequate probe thermometers provided to monitor food temperatures.
- Thermometers are properly calibrated to obtain accurate readings of food products. (calibrate using ice bath and set to 32° F).
- Wiping cloths are stored in sanitizer when not actively being used (not left on counters, tucked in aprons or employee pockets).
- Facility has approved test strips to monitor sanitizer (Chlorine=100 ppm, Quat=200 ppm, Iodine= 25 ppm).
- Non-food contact surfaces are kept clean free of dust, dirt, grime or food residue.
- Food slicer is broken down, cleaned, and sanitized before and after every use.
- Ice machine interior is clean and sanitized, free of mold/slime.
- Recently cleaned equipment and utensils are stored inverted to allow for proper drainage.
- Walk-in cooler fan guards are clean
- Equipment and utensils are certified for sanitation by an American National Standard Institute program (NSF, ETL, UL Sanitation).

Yes No Corrective Action

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Yes No Corrective Action

- In-use utensils (i.e. scoops and knives) are stored in a dipper well, in ice bath holding at 41° F or less, or in hot bath holding at 135° F or above OR utensils are thoroughly washed, rinsed and sanitized at least after 4 hours.
- Utensils (knives) are not stored in between equipment or between back of table and wall.
- Adequate light covers are provided and are shatter-proof in areas where there is open food, clean equipment, utensils, or linens.
- Adequate lighting in kitchen, storage and cleaning areas is provided
- Exhaust hood over cooking equipment and make-up air are functioning properly.
- Exhaust hood and filters above cooking equipment are clean.
- Hood filters remain in place and are kept in a vertical position to allow proper drainage (grease/condensation).
- Pressurized cylinders (CO2 tanks) are properly secured or chained to the wall.
- Compartments at utensil sink are large enough to accommodate the largest equipment/utensil.
- The dishwasher has an easy to read data plate on machine specifying minimum chlorine concentration of 50 ppm.

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• Adequate refrigeration thermometers provided to monitor unit temperatures.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Adequate thermometers provided and accessible on dishwasher.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• All small equipment and utensils, including cutting boards and knives, are cleaned and sanitized between uses.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Food contact surfaces are smooth, easy to clean and in good condition.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Clean-in-Place (CIP) equipment is properly cleaned/sanitized.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• All shelves, cabinets and equipment are kept cleaned and sanitized.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• All utensils are properly protected from contamination.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Adequate ventilation for removing odors is provided (kitchen and restrooms).	<input type="checkbox"/>	<input type="checkbox"/>	_____
	<b>Yes</b>	<b>No</b>	<b>Corrective Action</b>
• Soiled linens are kept in clean, non-absorbent receptacles or clean, washable laundry bags and stored and transported to prevent contamination of food, clean equipment or clean utensils.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Adequate and suitable space is provided for the storage of clean linens.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Linens are washed either in facility or by approved linen services.	<input type="checkbox"/>	<input type="checkbox"/>	_____

#### Physical Facilities

	<b>Yes</b>	<b>No</b>	<b>Corrective Action</b>
• Waste pipes from sinks, ice machine, soda machine, refrigeration condensate, etc. are raised at least one inch above the top of floor drain to prevent backflow.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• All faucets/sinks are working properly with no leaks.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Restrooms are kept clean and adequately stocked.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Paper towels and toilet paper are inside dispensers.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Restroom doors have a self-closing device.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Premises is free of debris build-up and unnecessary clutter or items that are unnecessary to the operation or maintenance of the facility.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Proper vermin-proofing installed (i.e. air curtains, fly lamps, rodent-proofing on doors, etc.).	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Waste oil/grease containers are kept closed at all times.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Trash bags are kept tightly closed when full.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• All outside trash bins are kept closed and maintained to prevent vermin harborage or nuisance.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Proper backflow devices installed to prevent cross contamination and/or potential back siphonage (Should be on mop sink if hose is used).	<input type="checkbox"/>	<input type="checkbox"/>	_____
• The premises are kept free of litter or clutter.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Mop sink is free of clutter.	<input type="checkbox"/>	<input type="checkbox"/>	_____
• Mops are hanging to dry properly.	<input type="checkbox"/>	<input type="checkbox"/>	_____

- Personal items (jackets, purses, cell phones, keys, etc.) are stored away from food and utensils.

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Yes No

Corrective Action

- Lockers are provided for employee personal items.

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- Storage areas, enclosures, and receptacles are maintained clean and in good repair.

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- All refuse, recyclables, and returnables are removed and disposed of in a sanitary manner as frequently as may be necessary to prevent the creation of a nuisance.

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- Soda gun holsters in bar area have approved drain lines to prevent potential contamination to ice below.

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#### Permanent Food Facilities

Yes No

Corrective Action

- Floors are kept clean free of grime, food debris, or pooled water.
- Floors are maintained in good condition, smooth and easy to clean.
- Ceilings are maintained clean and in good repair.
- Facility has approved coved base in designated areas.
- Walls are kept clean and in good repair.
- Facility does not use areas within the facility as sleeping quarters.

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#### Sign Requirements

Yes No

Corrective Action

- Employees have Food Handler Cards (FHC) that are available, ORIGINAL and issued by San Bernardino County.
- Facility has a copy of previous health inspection report available for review.
- Handwashing signs posted at all handwashing lavatories.
- Letter grade is posted and clearly visible, as placed by inspector.

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#### Compliance and Enforcement

Yes No

Corrective Action

- Health Permit is available, posted and up-to-date.
- Public restrooms are available for customers if seating area is provided.

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Yes No

Corrective Action

- Prior to remodeling or new construction, 3-sets of plans are submitted for approval.
- Dispose of food items, equipment or utensils that have been adulterated or may cause health concerns (if in doubt, throw it out!).

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- Facility is free from imminent health hazards that may result in the suspension of the health permit.

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#### Conformance with approved procedures

Yes No Corrective Action

- A HACCP plan for sushi rice is provided.
- Sushi rice is tested once a year at an approved lab if using pH as a control.
- A record from the lab regarding sushi rice is kept in the facility and provided to the inspector.
- Sushi rice is tested daily for pH and a logbook and test strips are provided.
- Sushi rice is discarded after 4 hours from when it was made if using time as a control.
- Operator follows proper guidelines established in their HACCP plan (i.e. sushi procedures, temperature logbooks, etc.).

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#### Consumer advisory

Yes No Corrective Action

- Provide consumer advisory warning (orally or written) for raw or undercooked items sold in facility.
- Provide consumer advisory warning (orally or written) when using raw eggs and egg products in place of pasteurized egg or egg products for preparing salad dressing.

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#### Highly susceptible populations *(Licensed Health Care Facilities and Schools)*

Yes No Corrective Action

- Are food items such as juice, fluid milk and dry milk are pasteurized?
- Serving of raw seed sprouts are avoided.

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## MARKING INSTRUCTIONS FOR DATA FIELDS 1 THROUGH 23 MARKED “IN”, “N.A.”, “N.O.”, “MAJOR”, “OUT”

### A. DEMONSTRATION OF KNOWLEDGE

**01**                      **Demonstration of knowledge; Food manager certification**  
*Applicable Sections: 113945, 113947-113947.1*

*“OUT” violations include any of the following violations.*

1. Person in Charge (PIC) is not present at the food facility during hours of operation. (§113945)
2. Lack of a valid Certified Food Manager certificate available during the inspection. [§113947.1(g)]
3. Person in Charge and food employees are unable to demonstrate food safety knowledge practices and principles applicable to their assigned duties. [§113947, 113947.1(b)(2)]

**N.O.**            This item is marked N.O. if there is no food safety certified owner or employee due to change of ownership, commencement of facility operations, or no longer has a certified owner or employee and 60 days have not elapsed. The inspection report shall be documented to require proof of a certified owner or employee within 60 days.

### B. EMPLOYEE HEALTH & HYGIENIC PRACTICES

**02**                      **Communicable disease; reporting, restrictions & exclusions**  
*Applicable Sections: 113949.2, 113949.5, 113950, 113950.5, 113973(a)*

*Major violations include any of the following violations.*

#### REPORTING

1. When the Person In Charge (PIC) is aware of a food employee who has been diagnosed with an “illness” as listed in Section 113949.2(a) and has not notified the enforcement agency. [§113949.5(a)2)]

*“Illness” includes Salmonella typhi., Salmonella spp., Shigella spp., Entamoeba histolytica., Enterohemorrhagic or shiga toxin producing Escherichia coli., Hepatitis A virus., Norovirus., Other communicable diseases that are transmissible through food.*

2. When the PIC is aware of a reportable illness or aware that two or more food employees are concurrently experiencing symptoms associated with an acute gastrointestinal illness and has not reported to the local enforcement agency. [§113949.5(b)]

#### RESTRICTIONS & EXCLUSIONS

3. When the PIC has not excluded a food employee as required by Section 113949.1. (§113950)
4. When the PIC has been made aware of a food employee who is suffering from an acute gastrointestinal illness and has not restricted the food employee. (§113950)

## REMOVAL OF RESTRICTIONS & EXCLUSIONS

5. When the PIC removes a restriction of a food employee before resolution of symptoms of acute gastrointestinal illness. (§113950.5)
6. When the PIC removes exclusion prior to receiving local health officer clearance. (§113950.5)

## LESIONS & WOUNDS

7. When the PIC is aware of a food employee who has a lesion or wound that is exposed and not properly protected as specified in Section 113949.2(b). (§113949.2)
8. When food employees are observed contacting food and food-contact surfaces with any cuts, sores, or rashes and are not wearing gloves. [§113973(a)]

**N.A.**      **Do Not Mark** this item N.A.

**N.O.**      **Do Not Mark** this item N.O.

**03**                      **No discharge from eyes, nose, and mouth**  
*Applicable Section: 113974*

*“OUT” violations include any violation of this section.*

1. Observed discharges from eyes, nose and mouth and the employee is working with exposed food, clean equipment, clean utensils or clean linens. (§113974)

**N.A.**      **Do Not Mark** this item N.A.

**N.O.**      This item may be marked N.O. for food facilities only in the **RARE** case when there are no food employees present at the time of inspection.

**04**                      **Proper eating, tasting, drinking or tobacco use**  
*Applicable Sections: 113977*

*“OUT” violations include the following violation*

1. A food employee is observed eating, drinking or using tobacco in non-designated areas where contamination can result e.g. beverage container stored on an active prep table. (§113977)

*A food employee may drink from a closed beverage container if the container is handled to prevent contamination of the employee’s hands, the container, nonprepackaged food, and food contact surfaces. In general, an employees beverage container should not be placed on or directly above a food contact surface.*

2. Open employee drink is observed stored on or above a food/utensil contact surface. (§113977)

**N.A.**      **Do Not Mark** this item N.A.

**N.O.**      This item may be marked N.O. for retail operations only in the **RARE** case when there are no food workers present at the time of inspection.



## C. PREVENTING CONTAMINATION BY HANDS

**05**                    **Hands clean and properly washed; gloves used properly**  
*Applicable Sections: 113952, 113953.3, 113953.4, 113961, 113968, 113973*

*Major violations include any of the following violations*

1. Hands and exposed portions of their arms are not clean. (§113952)
2. Hands are not thoroughly washed when necessary as specified in Section 113953.3.
3. Improper use of hand sanitizer or hands are not cleaned prior to use of hand sanitizer. (§113953.4)
4. Food employees are not minimizing bare hand contact by using utensils. [§113961(a, b)]
5. Gloves are not used correctly or used for more than only one task. [§113973(c)]
6. Food has been served to the consumer and a food employee is observed wrapping or packaging left over food at the direction of the consumer by using bare hands or unclean utensils. [§113961(c)]

*Note: Lack of warm water at handsink is #21.*

**“OUT” violations include this following violation;**

1. Food employees observed handling food with fingernails that are not trimmed, cleanable, and smooth. (§113968)
2. Artificial nails, nail polish, rings other than plain band worn, but no gloves are being used. [§113973(a)]

*Note: If hands or fingers are unclean as a result of unmaintained fingernails, use of rings, etc., then a “Major” is cited.*

**N.A.**                    **Do Not Mark** this item N.A.

**N.O.**                    This item may be marked N.O. for retail operations only in the **RARE** case when there are no food workers present at the time of inspection.

**06**                    **Adequate handwashing facilities supplied & accessible**  
*Applicable Sections: 113953, 113953.1, 113953.2, 114067(f)*

**“OUT” violations include any of the following violations;**

1. Obstructed, inaccessible, improper use of, or unclean handwashing sink. (§113953.1)
2. Lack of required soap and paper towels in dispensers. (§113953.2)
3. Lack of a handwashing sinks that are sufficient in number and conveniently located in a food preparation area or warewashing area, if facility was constructed after January 1, 1996. [§113953, 114067(f)]
4. Handwashing sink is not separated from a warewashing sink by a 6 inch high metal splashguard or 24 inch separation. (§113953)

**N.A.**                    **Do Not Mark** this item N.A.

**N.O.**                    Do Not Mark **this item N.O.**

## D. TIME AND TEMPERATURE RELATIONSHIPS

07

### Proper hot and cold holding temperatures

*Applicable Sections: 113996, 113998, 114037, 114343(a)*

*Major violations include any of the following violations;*

1. Multiple PHFs (i.e., two or more food items in separate containers/ or compartments), are found held at temperatures of 50°F to 130°F without any other approved intervention.
2. Pooled eggs are found held at temperatures of 50°F to 130°F without any other intervention.

*“OUT” violations include this following violation;*

1. PHFs (multiple containers) or pooled eggs, are found held at temperatures between 42°F to 49°F or from 130°F to 134°F without any other approved intervention .
2. A single container or compartment of PHF at temperatures between 42 °F to 134 °F

*Note. Food item has begun to thaw using unapproved methods, but the food is not in the temperature danger zone, is a violation of data field #26. (§114018)*

*Roasts cooked per 114004(b) may be held at 130°F.*

*Items in salad bars and serving lines may be held at 41°- 45°F if disposed of after 12hrs.*

*Pasteurized milk products in original sealed containers, raw shell eggs, unshucked live molluscan shellfish may be held at 45°F or less.*

*Approved Interventions or Holding Requirements;*

1. *During preparation, cooking, cooling, transportation for a period of less than 30 minutes, or when time as a public health control is utilized. (§113996)*
2. *Roasts cooked to a temperature and for a time specified in §114004(b) that is held at a temperature of 130°F. (§113996)*
3. *Foods approved for holding between 41°F and 45°F. These include the following: raw shell eggs; unshucked live molluscan shellfish; pasteurized milk and pasteurized milk products in original sealed containers; potentially hazardous foods held for dispensing in serving lines and salad bars during periods not to exceed 12 hours in any 24-hour period; or potentially hazardous food held in vending machines; or, potentially hazardous food held for sampling at a Certified Farmers' Market. (§113996)*
4. *Food can be removed from specified holding temperatures for up to two hours to facilitate food preparation. (§113998)*
5. *Potentially hazardous food can be received at 45°F, if the food is cooled to 41°F within 4 hours. (§114037)*

**N.A.** This item may be marked N.A. when the food facility does not hold hot or cold food.

**N.O.** This item may be marked N.O. when the food facility holds hot or cold foods, but no foods are being held hot or cold during the time of inspection.

**08**

**Time as a public health control; procedures & records**

***Applicable Section: 114000***

***Major violations include this following violation;***

1. Food that has been time marked and has exceeded the time marked.

***“OUT” violations include any of the following violations;***

1. Time as a public health control is used for food but the food has not been marked or otherwise identified and the food has been out of temperature control for less than four hours. (§114000)
2. Written procedures are not maintained and available for food that has been prepared, cooked and refrigerated when using time as a public health control. (§114000)

***Exception:*** Time as a public health control cannot be used for raw eggs in a licensed health facility or in a public or private school.

**N.A.** This item may be marked N.A. when the food facility does not use time only as a public health control.

**N.O.** This item may be marked N.O. when the food facility uses time only as a public health control, but is not using this practice at the time of inspection.

**09**

**Proper cooling methods**

***Applicable Sections: 114002, 114002.1***

***Major violations include any of the following violations;***

1. Potentially hazardous food is not cooled rapidly from 135°F to 70°F within two hours.
2. After heating or hot holding, potentially hazardous food is not cooled rapidly from 135°F to 41°F or below within six hours.
3. PHF is not cooled within 4 hours to 41°F if prepared from ingredients at ambient temperature.
4. Deliveries of PHF not cooled to below 41°F within 4 hours if received between 41°F to 45°F

Approved cooling methods include;

1. Placing the food in shallow, heat-conductive pans.
2. Separating the food into smaller or thinner portions.
3. Using rapid cooling equipment such as chill blasters.
4. Adding ice as an ingredient.
5. Using ice paddles.
6. Placing containers in an ice bath, stirring food frequently.
7. When placing food in the refrigerator to cool, containers should be loosely covered or uncovered if protected from overhead contamination, to facilitate heat transfer from the surface of the food.
8. In accordance with an approved HACCP plan.
9. Utilizing other effecting means as approved by the enforcing agency

***“OUT” violations include the following violation;***

1. PHF is found cooling using procedures not listed above but found to be in the safe cooling temperature range. (135°F to 70°F within 2 hours then to 41°F within a total of 6 hours)

**N.A.** This item may be marked N.A. when the food facility does **not** receive raw eggs, shellstock, or milk, prepares **no** PHF from ambient temperature ingredients that require cooling, and does **not** cool cooked PHF.

**N.O.** This item may be marked N.O. when the food facility does cool PHF, but proper cooling per the prescribed temperature and time parameters cannot be determined during the length of the inspection. In this case, the EHS should recommend that the Person In Charge verify that the cooling procedures meet the prescribed temperature and time parameters. These types of inquiries are opportunities for education.

**10 Proper cooking time & temperatures**  
*Applicable Sections: 114004, 114008, 114010*

*Major violations include the following violation;*

1. Food items checked do not meet the temperature requirements for cooking and an employee attempts to serve the product without returning the product to the cooking process. (§114004, 114008, and 114010)

**N.A.** This item may be marked N.A. when no raw animal foods are cooked in the food facility.

**N.O.** This item may be marked N.O. when no raw animal foods are cooked during the time of inspection.

**Minimal cooking time and temperatures**

Comminuted meat (ground beef/hamburger/ground pork), injected meats, and raw shell eggs not cooked per request for immediate service shall be heated to 155°F for 15 sec.

Single pieces of beef, lamb, veal, and pork; fish, or eggs served for immediate service shall be heated to 145°F for 15 sec.

Poultry, comminuted poultry (ground turkey/ground chicken), stuffed fish / meat / poultry shall be heated to 165°F for 15 seconds.

Raw foods of animal origin cooked in a microwave oven shall meet all of the following requirements:

1. Be rotated or stirred throughout or midway during cooking to compensate for uneven distribution of heat.
2. Be covered to retain surface moisture.
3. Be heated to a temperature of at least 165°F in all parts of the food.
4. Stand covered for at least two minutes after cooking to obtain temperature equilibrium. Fruits and vegetables that are cooked for hot holding shall be cooked to a minimum temperature of 135°F.

**11 Proper reheating procedures for hot holding**  
*Applicable Sections: 114014, 114016*

*Major violations include any of the following violations;*

1. PHF is not rapidly reheated within 2 hours to 165°F for 15 seconds for **hot holding** such as re-heating in a steam table.
2. PHF is not reheated in a microwave to 165°F and the food is not rotated or stirred, covered, and not allowed to stand covered for two minutes after reheating.

3. Commercially processed ready-to-eat PHF is not reheated to 135°F or above within 2 hours for **hot holding**.
4. Remaining unsliced portions of roasts are not reheated for hot holding using minimum oven parameters as specified in §114004.

***Note:** Cooked and refrigerated food that is prepared for immediate service in response to an individual consumer order may be served at any temperature.*

- N.A.** This item may be marked N.A. when foods are not held over for a second service and/or reheated for hot holding is not performed in the food facility.
- N.O.** This item may be marked N.O. such as when foods are held over for a second service, but no foods are reheated but no foods are reheated during the time of inspection.

## **E. PROTECTION FROM CONTAMINATION**

### **12                      Returned and reservice of food** ***Applicable Section: 114079***

***“OUT” violations include any of the following violations;***

1. Food re-served to another consumer unless it is served in an approved dispenser such as salt and pepper shakers, a narrow-neck bottle containing catsup, steak sauce, or wine.
2. Food re-served to another consumer that is served in an opened or un-original package.
3. Food re-served to another consumer that is not maintained in sound condition and checked on a regular basis. (§114079)
4. Re-service of Potentially Hazardous Food. (§114079)

- N.A.** Mark this N.A. if the facility only handles prepackaged food.
- N.O.** This item may be marked N.O if food is not observed returned and reserved during the time of inspection.

### **13                      Food in good condition, safe and unadulterated** ***Applicable Sections: 113967, 113976, 113980, 113988, 113990, 114035, 114377***

Major violations include any violation of these sections when **actual** contamination or adulteration of food has occurred.

Violations involving **potential** contamination of food would be marked under data fields #26 through #29.

***Major violations include any of the following violations;***

1. A food employee contaminates food by any intentional or unintentional act. (§113967)
2. Food is found to be adulterated. (§113980)
3. Unapproved additives are used in food such as sulfites being applied to fresh fruits or vegetables. (§113988)
4. Ice that has been used for cooling the exterior surfaces of food such as melon or fish, canned beverages, or equipment and is used as food. (§113990)
5. Food received is not wholesome, food packaging is not in good condition, and food or food containers and pallets are infested with vermin or otherwise contaminated. (§114035)
6. Ice used at a temporary food facility for refrigeration purposes is used for consumption in food or beverages. (§114355)

7. Numerous shell eggs are broken, unclean, or do not meet Grade B Standards. (§114041)
8. Washing produce in a warewashing compartment without first cleaning and sanitizing the compartment
9. A food employee is observed using a utensil to taste food more than once without being properly washed, rinsed and sanitized between uses. (§113976)
10. Canned food exhibiting leakage or swelling.
11. Observed serving foods with artificial trans fat greater than 0.5 grams per serving. [§114377(d)]

*Note: Dented seams #27*

**“OUT” violations include any of the following violations;**

1. Food is not inspected upon receipt (as soon as practical) and prior to any use, storage or resale. (§114035)
2. Limited insect infestation e.g. grain pests in flour, beans, rice, or fruit flies in alcohol. (*Must also use #52, VC&D*)
3. Observed ingredients containing trans fat stored onsite but not used in food preparation. (§114377)

**N.A. Do not marked this item N.A.**

**N.O. Do not mark this item N.O.**

**14 Food contact surfaces: clean and sanitized**  
*Applicable Sections: 13984(e), 114097, 114099.1, 114099.2, 114099.4, 114099.6, 114101 (b-d), 114105, 114109, 114111, 114113, 114115 (a, b, d), 114117, 114118, 114125(b), 114141*

**Refer to Appendix A for wiping towel violation flowchart**

**Major violations include any of the following violations;**

1. Food contact surfaces of equipment, utensils and fabric implements are not cleaned and sanitized. [§113984(e), 114097, 114118, and 114113]
2. Sanitizer level is below 50 ppm for Chlorine and below 100 ppm for Quaternary Ammonia.
3. Equipment food contact surfaces are not cleaned at the frequency required by §114117 (a) through (e).
4. Gross contamination of food contact surfaces by soiled wiping cloths.

*Note: Required sanitizer levels for food contact surfaces are as follows; 100 to 200 ppm of chlorine for 30 seconds and 200 to 300 ppm of quaternary ammonia for one minute.*

**“OUT” violations include any of the following violations;**

1. Sanitizer level is between 50 ppm and 100 ppm for Chlorine.
2. Sanitizer level is between 100 ppm and 200 ppm for Quaternary Ammonia. (Observed actively in use is #14. Not observed in use is #40)
3. Wiping towels not laundered and dried in a mechanical washer/dryer or not properly laundered in a 3 compartment sink. (§114185.5)
4. Inadequate contact time with an approved sanitizer (chlorine =30 seconds, quaternary ammonia = 1 minute)
5. Soda dispensing nozzles are not cleaned and sanitized as required

*Note: Excessive sanitizer levels should be marked under # 34. Equipment food contact surfaces are not currently in use are not clean to sight and touch are in #35. [§114115 (a)]*

## MANUAL WAREWASHING

### ***Major violations include any of the following violations;***

1. Food contact surfaces of utensils that are not cleaned and sanitized. [§113984 (e), 114097, and 114113]
2. Sanitizer level is below 50 ppm for Chlorine and below 100 ppm for Quaternary Ammonia.

**Note:** Required sanitizer levels for manually sanitizing utensils is as follows; 100 to 200 ppm of chlorine for 30 seconds and 200 to 300 ppm of quaternary ammonia for one minute.

3. Manual sanitization is not accomplished in the final sanitizing rinse by one of the methods listed in section 114099.6 (a) through (d).
4. Manual warewashing is not accomplished by the use of a three compartment sink where utensils are first pre-cleaned, then washed, rinsed, and sanitized as prescribed in section 114099.2 (a) through (f).

**Note:** Observed violations when actively warewashing is #14

Sanitizer may be lower if it meets the requirements of 21 C.F.R. 178.1010 when used in accordance with the manufacturer's use directions as specified on the product label.

Alternative methods may be approved as specified in section 114099.3 such as CIP, high pressure detergent sprayers, or low-or-line pressure spray detergent foamers.

1. A two compartment sink may continue to be used provided that;
  - a) The number of utensils cleaned and sanitized is limited to batch operations.
  - b) The operator makes up the cleaning and sanitizing solutions immediately before use and drains them immediately after use, as well as uses an approved detergent sanitizer to clean and sanitize in accordance with the manufacturer's label instructions. The detergent sanitizer applied in the sanitizing step shall be the same approved detergent sanitizer that is used in the washing step.
5. Wash water temperature in the sink compartment during active warewashing is below 100°F or is below the temperature specified on the cleaning agent manufacturer's label instructions [§114099.2 (b)]

**Note:** Wash water may be below 100°F if specified on the cleaning agent manufacturer's label instructions.

### ***“OUT” violations include any of the following violations;***

1. Sanitizer level is above 50 ppm or below 100 ppm for Chlorine.
2. Sanitizer level is above 100 ppm or below 200 ppm for Quaternary Ammonia. (Observed actively in use is #14)
3. Towel drying of cleaned and sanitized utensils.
4. Inadequate contact time with an approved sanitizer (chlorine =30 seconds, quaternary ammonia = 1 minute)
5. Equipment and utensils are not allowed to adequately drain or air dry before reuse.

**Note:** Excessive sanitizer levels are in #34

## MECHANICAL WAREWASHING

*Major violations include any of the following violations;*

1. Food contact surfaces of utensils are not cleaned and sanitized. [§113984 (e), 114097, and 114113]  
*Note: Required sanitizer levels for food contact utensils are as follows; 50 ppm for chlorine and 200 ppm for quaternary ammonia or as specified on the manufacturer's data plate.*
2. Sanitizer level is below 50 ppm for Chlorine.
3. The temperature of the sanitizing rinse is less than 160°F as measured at the utensil or the automatic dishwasher is reaching a temperature that is below the recommended temperature per manufacturer's specifications
4. Mechanical sanitization is not accomplished in the final sanitizing rinse by one of the methods listed in section 114099.6 (a) through (d).
5. Soiled items are not loaded in the warewashing machine correctly or the wash water or detergent are insufficient [§114101 (b-d)].
6. Drying agents used during sanitization contain compounds other than those listed as noted in section 114109 (a) through (b).
7. Dry cleaning methods such as brushing, scraping, and vacuuming are used with other than dry nonpotentially hazardous food residues. [§114111 (a)]
8. Cleaning equipment used in dry cleaning of food contact surfaces is used for other purposes. [§114111 (b)]

*“OUT” violations include any of the following violations;*

1. Equipment and utensils are not scraped of food debris or are not preflushed, presoaked, or scrubbed, if necessary. (§ 114099.1)
2. Towel drying of cleaned and sanitized utensils.
3. Inadequate contact time with an approved sanitizer

*Note: Chlorine = 30 seconds, Quaternary Ammonia = 1 minute.*

4. Equipment and utensils are not allowed to adequately drain or air dry before reuse.

**N.A.** This item may be marked N.A. only when there is no requirement to clean equipment and utensils such as when only prepackaged foods are sold.

**N.O.** This item may be marked N.O. if there is no cleaning and sanitizing operations taking place at the time of inspection. However, the EHS should ask how food contact surfaces are cleaned and sanitized to ensure they are using appropriate methods.

*Note: In lieu of direct observation, if an inspector determines, based on questioning, that food contact surfaces have not been properly sanitized when required, a major violation under # 14 may be cited.*



## F. FOOD FROM APPROVED SOURCES

<b>15</b>	<b>Food obtained from approved source</b> <i>Applicable Sections: 113980, 114021-114031, 114035, 114041 114021</i>
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*Major violations include any of the following violations;*

1. Food or ice is not from an approved food source. (§113980, 114021, 114023, 114025)
2. Liquid, frozen, dry eggs and egg products are not obtained pasteurized. (§114024)
3. Frozen milk products, such as ice cream, are not pasteurized. (§114024)
4. Fish is not commercially and legally caught or harvested. (§114027)
5. Molluscan shellfish are not received from sources listed in the Interstate Certified Shellfish Shippers list. (§114029)
6. Game animals are not from an approved source.
7. Food stored or prepared in a private home is offered for sale in a food facility. (§114021)

***Note:** Nonpotentially hazardous beverages and baked goods may be offered for sale, sold, or given away by a nonprofit charitable organization or an established club or organization that operates under the authorization of a school for fundraising purposes at community events. [§114332.3(a), 114339]*

**N.A.** Do Not Mark this item N.A.

**N.O.** Do Not Mark this item N.O.

<b>16</b>	<b>Compliance with shell stock tags, condition, display</b> <i>Applicable Sections: 114039 – 114039.5</i>
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*“OUT” violations include any of the following violations;*

1. A package of raw shucked shellfish is not properly labeled. (§114039)
2. Shell stock is not obtained with proper tags or labels. (§114039.1)
3. Shell stock received is not discarded when they are not reasonably free of mud, dead shellfish, or broken shells. (§114039.2)
4. Shell stock tags are not attached to the container they are received in until empty, or tags/ labels are not held for 90 calendar days from the date the lot is emptied as specified in Section 114039.4.
5. If molluscan shellfish life support system display tanks are operated in a manner that allows water used for other fish to flow into the tank or if safety of the shellfish as they are received are compromised by use of the tank. (§114039.5)
6. Shell stock from one harvest date/location has been commingled with different shell stock. (§114039.3)
7. Shell stock tags are not kept in sequential order.
8. Identity of shell stock is not maintained after removal from original container by: (1) failing to keep records, (2) commingling shellstock, (3) repackaging shellstock without shellstock tag or approved labeling. (§114039.4)

**N.A.** This item may be marked N.A. when shell stock are not sold or served in the facility.

**N.O.** This item may be marked N.O. when shell stock are not being sold at the time of inspection

<b>17</b>	<b>Compliance with Gulf Oyster Regulations</b> <i>Applicable Sections: Title 17 CA Code of Regulations §13675, Cal Code Section 113707</i>
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*“OUT” violations include any of the following violations*

1. Raw Gulf Oysters are offered for sale, without evidence of approved treatment, between the months of April 1 – October 31.
2. Raw Gulf Oyster warning signs are not posted for untreated oysters between the months of November 1 – March 31. (Title 17 CCR 13675)

**N/A** This item may be marked N/A when Gulf oysters are not used sold or served in the food facility.

**N/O** This item may be marked N/O when Gulf oysters are not being sold at the time of inspection and prior compliance through tags, invoices or purchase records can be verified.

## G. CONFORMANCE WITH APPROVED PROCEDURES

<b>18</b>	<b>Compliance with variance, specialized process, &amp; HACCP Plan</b> <i>Applicable Sections: 114417-114417.7, 114419 - 114423</i>
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*“OUT” violations include any of the following violations*

1. If the food facility operator does not submit a HACCP plan for approval by the enforcement agency for smoking, curing, using vinegar or other additives for food preservation, use of a molluscan shellfish tank (if use started after adoption of Cal Code), custom processing of animals, or as otherwise required. (§114417, 114419, 114423)
2. If an operator violates the conditions of a variance or HACCP plan. (§114417, 114417.7, 114419.3)
3. A satellite food facility is operating without DEHS approved written standard operating procedures. (§114067)

**N.A.** This item may be marked N.A. if the facility is not required by the regulatory authority to have a variance or HACCP plan.

**N.O.** **Do Not Mark** this item N.O.

## H. CONSUMER ADVISORY

<b>19</b>	<b>Consumer advisory provided for raw or undercooked foods</b> <i>Applicable Sections: 114012, 114093</i>
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*“OUT” violations include any of the following violations*

1. Pasteurized eggs or pasteurized egg products are not substituted for raw shell eggs in foods such as Caesar salad dressing or hollandaise sauce and no consumer warning is provided. (§114012)
2. If the food facility serves raw or undercooked food and fails to provide an advisory (orally or in writing) that a food item is being served less than thoroughly cooked. (§114093)

**N.A.** This item may be marked N.A. when the food facility does not serve raw or undercooked animal foods.

**N.O.** This item may be marked N.O. when a verbal consumer advisory is required and the EHS is not able to determine if the advisory is provided routinely.

## I. HIGHLY SUSCEPTIBLE POPULATIONS

20	<b>Licensed health care facilities/public &amp; private schools: prohibited foods not offered</b> <i>Applicable Sections: 114091</i>
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*Major violations include any of the following violations*

1. Unpasteurized juice, fluid milk or dry milk is served. (§114091)
2. Unpasteurized shell eggs are used, unless raw eggs are used for one consumer's serving at a single meal and cooked as required by code (145°F) or combined as an ingredient before baking and thoroughly cooked to a ready-to-eat form, or the facility is operating pursuant to a HACCP Plan. (§114091)
3. Ready-to-eat food that contains raw food of an animal origin, or partially cooked food is served. (§114091)
4. Raw seed sprouts are served. (§114091)

N.A. This item may be marked N.A. if a highly susceptible population is not served.

N.O. **Do not mark** this item N.O.

## J. WATER/HOT WATER

21	<b>Hot and cold water available</b> <i>Applicable Sections: 113941, 113953c, 114099.2b, 114189, 114192, 114192.1, 114195,</i>
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*Major violations include any of the following violation*

1. Contaminated or unapproved water supply.
2. No adequate, protected, pressurized, potable water is available to the facility.
3. Hot water maintained during wash cycle for mechanical warewashing is measured less than required according to the manufacturer's specifications. (§114101)
4. Hot water at food preparation sink **faucet** is measured at less than 100°F; *Exempt prior to 1985.*
5. The food facility is unable to provide hot water at temperatures at or above 110°F. (120°F required)
6. Temperature of water at handsink is not adjustable and exceeds 108 °F. [§113953(c)]

**Notes:** Wash water temperature in the sink compartment is not maintained at 100°F during active warewashing is marked #14.

*A food facility may provide only warm water (100°F) if the water supply is used only for handwashing, as required in Section 113953 and 114192(d).*

***“OUT” violations include any of the following violations***

1. Lack of warm water (100°F) at a handwashing sink
2. The food facility is only able to provide hot water at temperatures between 110°F and 120°F.
3. Unable to provide hot water at the janitorial sink at a temperature at or above 100 °F.

**N.A. Do not mark this item N.A.**

**N.O. Do not mark this item N.O.**

## **K. LIQUID WASTE DISPOSAL**

**22 Sewage and wastewater properly disposed**  
***Applicable Sections: 114197***

***Major violations include any of the following violations***

1. Overflows or backups of sewage/wastewater in the food facility that can result in contamination of food contact surfaces or food and/or warrants immediate closure.
2. Overflowing or clogged grease trap/interceptor
3. Lack of operable toilet facilities.

***“OUT” violations include any of the following violations***

1. Floor sinks clogged with standing water but sewage not backing up.
2. Liquid waste (not sewage) is not disposed of through the approved plumbing system or does not discharge into the public sewer system or an approved private disposal system. (§114197)

**N.A. Do not mark this item N.A.**

**N.O. Do not mark this item N.O.**

## **L. VERMIN**

**23 No rodents, insects, birds, or animals**  
***Applicable Sections: 114259, 114259.1, 114259.4, 114259.5***

***Major violations include any of the following violations***

1. The premises of the facility is not free of vermin which have contaminated or would be likely contaminate food, food contact surfaces, or food utensils. (§114259.1)
2. Food employees care for or handle animals that may be present, such as patrol dogs, service animals, or pets, in areas that are used for food preparation, storage, or display. (§114259.4)
3. Live animals are allowed in a food facility in violation of the provisions that allow their presence as specified in section 114259.5 (b), (c), and (d).

***“OUT” violations include any of the following violations***

The premises of the facility is not free of vermin but the infestation is limited to non-critical areas and no contamination of food, food contact surfaces, or food utensils is likely or, there is evidence of a past infestation, and no evidence of a current active infestation can be observed e.g. old rodent droppings that are located in an area that is not cleaned very frequently. (§114259.1)

**N.A.**      **Do not mark** this item NA.

**N.O.**      **Do not mark** this item NO.

**DATA FIELDS 24 THROUGH 51 TO BE MARKED WHEN OUT OF COMPLIANCE**

**A. SUPERVISION**

**24                      Person in charge present and performs duties**  
***Applicable Sections: 113945-113945.1***

1. A Person In Charge is not present during operating hours. (§113945)
2. Customers are allowed access through the food preparation area and the customer’s route is not separated from raw or undercooked foods by at least three feet of clearly delineated space or the route of access is not separated by a rail or wall at least 3 feet high. (§113984.1)
3. When consumers are not notified that they must use clean tableware when returning to a self-service areas, such as salad bars and buffets. [§113945.1(b), 114075]

***Notes:*** *The permit holder or person designated by the permit holder is the Person in Charge. The PIC does not have to be the certified food manager.*

**B. PERSONAL CLEANLINESS**

**25                      Personal cleanliness and hair restraints**  
***Applicable Sections: 113969, 113971***

1. Food employees preparing, serving or handling food or utensils are not wearing hair restraints. (§113969)
2. Food employees observed with soiled clothing. (§113971)

***Note:*** *Hair restraints are not required for employees who present minimal risk of contaminating food, such as counter staff who only serve beverages or wrapped foods.*

## C. GENERAL FOOD SAFETY REQUIREMENTS

### 26 Approved thawing methods used, frozen food

*Applicable Sections: 114018, 114020, 114020.1*

1. Food is found displayed and any part of the food item has begun to thaw, but the food is not in the temperature danger zone. (§114018)
2. Food is observed found not being thawed by one of the approved procedures. (§114020, 114018)

*Note: Approved Thawing Methods are;*

- A. Under refrigeration that maintains the food temperature at 41°F or below.
- B. Completely submerged under potable running water for a period not to exceed two hours at a water temperature of 70°F or below, and with sufficient water velocity to agitate and flush off loose particles into the sink drain.
- C. In a microwave oven if immediately followed by immediate preparation.
- D. As part of a cooking process.

*Note: Thawing foods found in the temperature danger zone should be marked under data field #7.*

### 27 Food separated and protected

*Applicable Sections: 113984(a, b, c, d, e ), 113986, 114055, 114060, 114073  
114067(d, e, j), 114069(a, b), 114077, 114089.1(c), 114143(c), 114145(g),*

1. Raw meats, eggs, shellfish stored over RTE foods but no cross contamination has occurred.
2. When food is not stored, prepared, displayed or held so that it is protected from cross contamination (i.e. sneeze guards, lids, display cases, dispensers, labeled containers, separating raw food from ready to eat food etc.). (§113986, 114060, and 114077)
3. Badly dented cans observed, particularly those with severe dents on can seams.
4. Food is stored in lockers, toilet rooms, dressing rooms, refuse rooms, mechanical rooms, under unshielded sewer lines, leaking water lines, under stairwells, under other sources of contamination. (§114049)
5. When limited food preparation is not conducted within an approved food compartment defined in Section 113784 or as approved by the enforcement agency. [§113984(d), 114067(d)]
6. When food is being thawed, washed, sliced or cooled in an unenclosed unapproved facility or overhead protection is not provided where required (i.e., outdoor food displays, vending machines, or satellite food service operations). [§113984 (d and e), 114067(e), 114069(a), and 114145]
7. During non-operating hours and periods of inclement weather, satellite food service operations or outdoor displays are not fully enclosed; or food and food contact surfaces are not stored inside a fully enclosed permanent food facility. [§114067(j) and 114069(b)] See # 30-3
8. Returned or damaged products; products where the label has been removed; and food products held for return to distributors are not separated and stored in a manner that prevents adulteration of other foods or contributes to a vermin problem. [§114055 (a) through (b)]
9. The open-air barbecue or outdoor wood burning oven is not separated from public access to prevent food contamination or injury to public. [§114143 (c)]
10. Lubricants that are not food grade are used on food contact surfaces (potential contamination). (§114141)
11. Bulk milk container dispensing tubes not cut diagonally so as to leave not more than one inch protruding from the chilled dispensing head. (§114073)

12. During non-operating hours and periods of inclement weather, food, food contact surfaces, and utensils are not stored within a fully enclosed satellite food service operation, approved food compartments or a fully enclosed permanent food facility. (§114067)
  - a) Prepackaged food may not be stored in direct contact with ice or water if the food is subject to the entry of water because of the nature of the packaging, wrapping, or container, or the positioning in the ice or water.
  - b) Except as specified in subdivisions (c) and (d), nonprepackaged food (fish, chicken etc.) may not be stored in direct contact with undrained ice.
  - c) Whole raw fruits or vegetables, cut raw vegetables, and tofu may be immersed in ice or water.
  - d) Raw chicken and raw fish that are received immersed in ice in shipping containers may remain in that condition while in storage awaiting preparation, display, service, or sale. (§114053)

**Note:** This section addresses prevention measures only. **Actual** contamination of food is cited in data field #13 “Food in good condition, safe and unadulterated”.

**28 Washing fruits and vegetables**  
**Applicable Sections: 113992**

1. Raw whole produce has not been washed prior to being cut, combined with other ingredients, cooked, served or offered for human consumption in ready-to-eat form. (§113992)

**29 Toxic substances properly identified, stored, used**  
**Applicable Sections: 114254, 114254.1, 114254.2, 114254.3**

1. An insecticide, rodenticide, or other pesticide is not used in accordance with the manufacturer’s instructions. [§114254 (a)]
2. A poisonous substance, detergent, bleach, cleaning compound, personal care item, or any other injurious or poisonous material is stored or used in a manner that is likely to cause contamination or adulteration of food, food-contact surfaces, utensils, or packaging materials. (§114254, 114254.1, 114254.2)
3. A container that previously held poisonous or toxic material is used to store, transport, or dispense food, utensils, linen, or single-use articles. [§114254 (c), 114254.3]
4. Working containers used for storing poisonous or toxic materials such as cleaners and sanitizers taken from bulk supplies are not clearly and individually identified with the common name of the material. [§114254.1(b)]

**Note:** If food is found to be contaminated or adulterated during storage, mark data field #13, “Food in good condition, safe and unadulterated” (§113980).

## D. FOOD STORAGE/DISPLAY/SERVICE

30

### **Adequate food storage space; food storage containers identified**

**Applicable Sections:** 114047, 114049, 114051, 114053, 114055, 114067 h, 114069(b)

1. Food is not stored at least 6 inches above floor to protect from splash, dust, vermin of other forms of contamination or adulteration. [§114047 (b)]

**Notes:**

*(a) Pressurized beverage containers, cased food in waterproof containers such as bottles or cans, and milk containers in plastic crates may be stored on a floor that is clean and not exposed to moisture. [§114047 (d)]*

*(b) Food in packages and working containers may be stored less than 6 inches above the floor if stored on dollies, pallets, racks, and skids designed to be moved by hand or by conveniently available hand trucks or fork lifts.[§114047 (c)]*

2. Food storage area is not clean, dry, or adequate for amount of food being stored. [§114047 (a, b)]
3. Working containers of food or ingredients removed from original packages are not identified with common name of the food (except food that can be easily recognized, such as pasta). (§114051)
4. Foods other than prepackaged nonpotentially hazardous food or uncut produce are displayed out of doors. (§114069)
5. Prepackaged nonpotentially hazardous foods or uncut produce displayed out of doors are not periodically checked on a regular basis by the PIC. (§114069)

**Note:** *Pressurized beverage containers, cased containers of bottles, cans milk or other food in water proof containers, and milk containers stored in plastic crates can be stored on a clean floor.*

- *Whole raw fruits and vegetables, cut raw vegetables, and tofu may be immersed in ice or water. Raw chicken and raw fish received on ice can remain on ice during storage awaiting preparation, display, service, or sale.*

31

### **Consumer self service;**

**Applicable Sections:** 114063, 114065

1. A food dispensing utensil is not provided for each container at buffets and salad bars. (§114063)
2. Consumer self-service bulk beverage dispensers not properly operated or maintained. (§1140653)
3. Raw, nonprepackaged food of animal origin such as lamb, beef, pork, poultry, and unviscerated fish is offered for customer self service. (§114063)
4. Single use utensils are protected from contamination and are individually wrapped or dispensed from approved sanitary dispensers. [§114065(d)]



**32 Food properly labeled & honestly presented**  
***Applicable Sections: 114087, 114089, 114089.1(a, b), 114090, 114093.1, 114094, 114094.5***

1. Food is found offered for human consumption and is not honestly presented which misleads or misinforms the consumer. (§114087)
2. Bulk food available for consumer self-service does not have label information or does not have a sign or other method of notification that includes the label information. (§114089)
3. Prepackaged food does not bear a label that complies with the labeling requirements as prescribed by the Sherman Food, Drug and Cosmetic Law. [§114089 and 114089.1(a)]

***Exception:** Bakery products sold directly to a restaurant, catering service, retail bakery, or over the counter directly to the consumer by the manufacturer or bakery distributor are exempt from labeling provisions. ([§114089.1(b)])*

*Foods that are processed and prepared primarily in a retail establishment and not offered for sale outside that establishment (e.g., bakeries and deli's). [101.9(j)(3)]*

*Label information shall include the following:*

- *Common name of the food or descriptive identity statement*
  - *If made with two or more ingredients, a list of ingredients in descending order of predominance by weight*
  - *An accurate declaration of the quantity of contents*
  - *The name and place of business of the manufacturer, packer, or distributor*
  - *Nutritional labeling, unless exempted in the Federal Food, Drug and Cosmetic Act.*
4. If the food facility or manufacturer's dating information on foods is concealed or altered. (§114090)
  5. Expired baby formula available for sale. (§114094.5)

**E. EQUIPMENT/UTENSILS/LINENS**

**33 Nonfood-contact surfaces clean**  
***Applicable Sections: 114115 (b)***

1. Nonfood-contact surfaces of equipment are not kept free of an accumulation of dust, dirt, food residue, or other debris. [§114115(b)]
2. Refrigerator handle or door seals are unclean.
3. Sides of fryers, grills, or refrigerators, etc. are unclean.

**34 Warewashing facilities: installed, maintained, used; test strips**  
***Applicable Sections: 114067(f,g), 114099, 114099.3, 114101(a), 114101.1, 114101.2, 114103, 114107, 114125***

1. The food facility prepares food and does not have a three compartment sink with two integral metal drain boards. [§114099(a) and 114067(f)]

***Exception:** A two compartment sink that is in use on January 1, 1996, need not be replaced when used as specified in Section 114099.3(batch operations/detergent sanitizer).*

2. Means for adequately measuring the applicable sanitization method e.g. **test strips**, are not provided. [§114107 (a)]

3. The sink compartments are not large enough to accommodate the largest equipment and utensil. [§114099 (b)]
4. Alternative manual warewashing equipment such as listed in Section 114099.3 (a) through (e) is used and the enforcement agency has not approved its use. [§114099.3 and 114067(g)]
5. The mechanical warewashing machine is not approved, installed, and operated according to manufacturer's specifications and the requirements of Section 114101(a).
6. The warewashing machine does not have an easily readable data plate affixed to the machine as listed in Section 114101.1.
7. Two approved, integral metal drain boards attached at point of entry and exit of machine or sink not provided. [§114103 (a)-(e)]
8. The warewashing equipment is used for handwashing except as allowed by Section 114125 (a).
9. If a warewashing sink is used to wash wiping cloths, wash produce, or thaw food, and the sink is not cleaned and sanitized before and after each time it is used. [§114125 (b)] Observed food contamination is # 14.
10. The concentration of the sanitizing solution is not accurately determined to ensure proper dosage. [§114107 (b)]
11. Sanitizer levels are found to be in excess of 200 ppm for chlorine and in excess of 400 ppm. for quaternary ammonia indicating that test strips were not used to verify sanitizer levels.

***Note:** Violations related to the actual improper cleaning sanitization of food contact surfaces are cited in data field #14 "Food contact surfaces: cleaned and sanitized".*

<p><b>35</b>      <b>Equipment/Utensils - approved; installed; clean; good repair; capacity</b>  <b>Applicable Sections: 114130, 114130.1, 114130.2, 114130.3, 114130.4,</b>  <b>114130.5, 114132, 114133, 114137, 114139, 114153, 114155, 114163, 114165,</b>  <b>114167, 114169, 114175, 114177, 114180, 114182</b></p>
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## APPROVED EQUIPMENT

1. Equipment and utensils are not designed and constructed to be durable and retain characteristic qualities under normal use. [§114130 (a)]
2. All new and replacement food-related and utensil-related equipment are not certified by an ANSI accredited certification program, or if no standard exists, is not approved by the local enforcement agency. [§114130 (b)]

***Exception:** Restricted food service facilities may not need to comply with the ANSI requirements. [§114130 (c)]*

3. New and replacement electrical appliances do not meet UL standards for electrical equipment. [§114130 (d)]
4. Materials used in the construction of single-use articles, utensils, and food-contact surfaces of equipment are porous, impart colors, odors, or tastes to food. (§114130.1 and 114130.2)
5. Multiuse food-contact surfaces are not smooth, easily cleanable, in good repair. [§114130.3 (a) and (b)]
6. Nonfood-contact surfaces subject to food splash or spillage are not smooth, non-absorbent corrosion resistant, and easily cleanable. (§114130.4)
7. Clean In Place (CIP) equipment is not self draining or designed for effective cleaning and sanitizing. [§114130.5 (a) and (b)]
8. Wood or wood wicker is used as a food contact surface.
9. Fabric implements allow the migration of deleterious substances or impart colors, odors, or tastes to food or are not safe, durable, and resistant to fraying and deterioration. (§114130.6)

**Exceptions:**

- *Hard maple or equivalent may be used for cutting boards, rolling pins, chopsticks and as specified in Section 114132 (b).*
- *Raw fruit and veggies and nuts in the shell may be kept in wood/cardboard shipping containers as specified in Section 114132 (c) and (d).*

10. Copper or copper alloys are used in contact with food that has a pH below 6.0 such as vinegar, fruit juice, or wine, or for a fitting between a backflow preventer and a carbonator. [§114133(a)]

*Note: Copper and copper alloys (brass) may be used in contact with beer brewing ingredients as noted in Section 114133 (b).*

11. Dollies, pallets, racks, or skids are not designed to be moved by hand, hand truck or forklifts (§114165).

## **INSTALLED EQUIPMENT**

12. “V” type threads are used on food contact surfaces. (§114137)

*Exception: OK for hot oil cooking or filtering equipment.*

13. Cutting or piercing parts of can openers are not readily removable. (§114139)
14. Beverage tubing or cold-plate beverage cooling devices are installed in contact with ice intended to be used for food or drink (§114167).

*Exception: Does not apply to cold plates constructed integrally with an ice storage bin (§114167).*

15. Fixed equipment that is not easily movable is not installed with adequate spacing or sealing or floor-mounted equipment that is not easily movable is not sealed to floor or elevated on 6 inch legs. [§114169 (a) (1) through (3) and 114169 (b)]

*Exception: Does not apply to display shelving, refrigeration, and freezer units located in consumer shopping areas if floor under these units is maintained clean. [§114169 (c)]*

16. Table-mounted equipment that is not easily movable is not sealed to table or elevated on 4 inch legs. [§114169 (d)]

## **CLEAN/GOOD REPAIR**

17. Equipment and utensils are not kept clean, fully operative, and in good repair. (§114175)
18. Surfaces of equipment such as cutting blocks and boards are scratched and scored so that they can no longer be effectively cleaned and sanitized. (§114177)

## CAPACITY

19. Equipment used for cooling and heating food, and for holding cold and hot food, is not sufficient in number and/or capacity to ensure proper food temperature control during transportation and operation. (§114153)
20. Electrical power is not supplied at all times. (§114182)

## MOLLUSCAN SHELLFISH TANKS

21. Molluscan shellfish life-support system display tanks are used to display shellfish that are offered for human consumption or are not marked so that it is obvious to the consumer that the shellfish are for display only. [§114155 (a)]

**Exception:** *If installed after July 1, 2007, molluscan shellfish may be offered for human consumption if the life-support system display tanks used to display shellfish that are offered for human consumption are operated and maintained according to a HACCP plan that has been submitted by the permit holder and approved by the enforcement agency. [§114155 (b)]*

**Note:** *This plan must ensure all of the following: (1) water used with fish other than molluscan shellfish does not flow into the molluscan tank; (2) the safety and quality of the shellfish when they were received are not compromised by the use of the tank; and (3) the identity of the source of the shellstock is retained as required in Section 114039.1.*

## FOOD PREPARATION SINK

22. An approved food preparation sink is not provided when the food facility conducts washing, rinsing, soaking, thawing, or similar preparation of food. (§114163)

**Exception:** Food facilities that were approved for operation without a food preparation sink prior to July 1, 2007 need not provide a food preparation sink unless the food facility makes a menu change or changes their method of operation. [§114163 (b)(1)]

## FOGGING DEVICES

23. Reservoirs that supply water to a device such as a produce fogger are not maintained and cleaned according to manufacturer's specifications or Section 114180 (b) (1) through (4), whichever is more stringent.
24. Fogging device installed after July 1, 2007 using a reservoir instead of water under pressure for fogging or misting of food. [(§114180 (c))]

### Equipment, utensils and linens: Storage and Use

36

**Applicable Sections:** 114074 – 114075, 114081, 114119, 114121, 114161, 114178, 114179, 114083, 114185, 114185.2, 114185.3, 114185.4, 114185.5

## UTENSILS/TABLEWARE

1. Preset tableware is not protected from contamination and unused settings are not removed where a customer is seated or cleaned and sanitized before further use. (§114074)
2. Consumer soiled tableware is used to obtain second portions. (§114075)

3. Utensils are not handled, displayed and dispensed so as to prevent contamination of lip contact surfaces or single-use articles are reused. [§114081 (a) and (d)]
4. Clean equipment and utensils are not stored covered or inverted such that they are self-draining. [§114178 (b)]
5. Single-use articles are not kept in original protective package or otherwise protected from contamination until used. [§114178 (c)]
6. If utensils are stored in an unapproved manner during pauses in food preparation or dispensing. (§114119)
7. Food scoops are not stored so the handles are out of the food. (§114119)

**Notes on utensil storage.** The following are acceptable practices:

- *On a clean portion of the food preparation table or cooking equipment only if the “in use” utensil is cleaned as prescribed in Section 114117.*
- *In a container of water if the water is maintained at a temperature of at least 135 °F or below 41°F (ice water) and the container is cleaned at least every 24 hours or at a frequency necessary to preclude accumulation of residues.*

## REFILLING CONTAINERS

8. Returned empty containers intended for refilling with food or beverage are not cleaned and refilled in an approved manner. [§114121 (a)]

## STORAGE AREAS

9. Cleaned and sanitized equipment, cabinets used for storing food, or a cabinet used to store cleaned and sanitized equipment, utensils, laundered linens, or single-use articles shall not be found in, or stored in, any of the following areas:
  - a) Locker rooms, toilet rooms, refuse rooms, mechanical rooms, under sewer lines that are not shielded to intercept potential drips, under open stairwells, under other sources of contamination. [§114161 (a) (1) through (8) and 114179 (a) (1) through (8)]

**Exception:** *Laundered linens and single-use articles may be stored in a locker room if protected by packaging or a storage compartment. [§114179 (b)]*

10. Pressurized cylinders are not securely fastened to a rigid structure. (§114172)
11. Cleaned equipment and utensils, laundered linens, and single-use articles are stored where they are subject to contamination, or are not at least 6 inches above the floor. [§114178 (a)]

**Exception:** *Items in enclosed packages may be stored less than six inches above the floor on dollies, pallets, racks, or skids that are designed to be easily movable. [§114178 (d)]*

## LINENS

12. Linens are used in contact with food except for lining serving containers and are not laundered after each use. (§114185)
13. Linens are not free of food residue and soil. (§114185.2)
14. Linens, cloth gloves, or cloth napkins are not laundered as required. [§114185.3 (a) through (c)]
15. Adequate space is not provided for storage of clean linens. [§114185.4 (a)]
16. Soiled linens are not kept in proper receptacles or handled to prevent contamination of food, equipment, and utensils. [114185.4(b)]

## LAUNDERING OF LINENS AND WORK CLOTHES

17. A mechanical clothes washer or dryer is exposed to contamination or where there is exposed food, utensils, linens, or unwrapped single-use articles. [§114161(b)]
18. Linens and work clothes are laundered on the premises and a mechanical clothes washer and dryer are not provided. [§114185.5(b)]
19. Laundry facilities on premises are used for laundering items other than those used in the operation of the food facility. [§114185.5(a)]

**37**

### **Vending machines**

***Applicable Sections: 114145***

**Note:** *Most vending machines are operated by outside vendors and are considered separate food facilities and require a separate inspection report. The following violations are not to be included with the FHP/PEP inspection.*

1. The owners name, address, and telephone number are not posted.
2. There is wet storage of prepackaged food.
3. PHF are not dispensed in the original package.
4. A record of cleaning and sanitizing is not provided and current for at least the last 30 days.
5. The vending machine is not constructed to NSF or NAMA standards.
6. Overhead protection is not provided and the machine is located outside.
7. The dispensing compartment is not equipped with a self-closing door or cover if located outside or not under full-time supervision.

**38**

### **Adequate ventilation and lighting; designated areas, use**

***Applicable Sections: 114149, 114149.1, 114149.2, 114149.3, 114252, 114252.1***

## VENTILATION

1. Sufficient ventilation not provided to facilitate proper food storage and provide a reasonable comfort consistent with job performed by employees. [§114149 (a)]
2. Toilet rooms are not ventilated to the outside air by means of an openable, screened window, air shaft, or light-switch-activated exhaust fan. [§114149 (b)]
3. Mechanical exhaust ventilation equipment not provided over cooking equipment (unless exempt) to effectively remove cooking odors, smoke, steam, grease, heat and vapors. [§114149.1(a)]

**Note:** *Restricted food service facilities are exempt from 114149.1 (a), but must still provide ventilation to remove gases, odors, steam, heat, grease, vapors and smoke from the food facility.*

4. HVAC systems are designed and installed such that intake and exhaust vents cause contamination of food, food-contact surfaces, equipment, or utensils, or create air currents that cause difficulty in maintaining required temperatures of PHFs. (§114149.3)
5. Mechanical exhaust ventilation equipment not installed and maintained in accordance with the Uniform Mechanical Code. [(§114149.1, 114149.2, 114149)(a)]
6. Makeup air is not provided in the amount of that exhausted. [(§114149.1 (d))]
7. Hood is not installed in a manner that provides for thorough cleaning of all surfaces. [§114149.2 (a)]
8. Hood systems in food prep and warewashing areas not designed to prevent grease or condensation from draining or dripping onto food, equipment, utensils, or linens. [§114149.2 (b)]

9. Filters or other grease extracting equipment are not designed to be readily removable for cleaning and replacement. [§114149 (c)]
10. Every joint and seam is not substantially tight. [§114149 (d)]
11. Grease gutters, when provided, do not drain to a collecting receptacle fabricated, designed, and installed to be readily accessible for cleaning. [§114149 (e)]

## **LIGHTING**

12. Not maintaining at least 10 foot candles: on working surfaces in bar area and inside equipment such as reach-ins. Not maintaining at least 10 foot candles measured 30 inches above the floor in: walk-ins and dry food storage areas. [§114252 (a)]
13. Not maintaining at least 20 foot candles: at a surface where food is provided for consumer self service or prepackaged foods are sold or offered; in server stations; and all areas during cleaning.
14. Not maintaining at least 20 foot candles measured 30 inches above the floor in: areas for handwashing, warewashing area, and equipment/ utensil storage, and toilet rooms; and all areas during cleaning. [§114252 (b)]
15. Not maintaining at least 50 foot candles: at a surface where a food employee is working with food (except server stations) or utensils or equipment such as knives, slicers, grinders, or saws where employee safety is a factor. [§114252 (c)]
16. Light bulbs, infrared or other heat lamps, are not shielded, shatter-resistant in areas where there is open food, clean equipment, utensils, or linens. [§114252.1 (a)]

**39**      **Thermometers provided and accurate**  
*Applicable Sections: 114157, 114159, 114099.5*

## **THERMOMETERS FOR HOT AND COLD HOLDING EQUIPMENT**

1. A readily visible thermometer is not provided and placed in the warmest part of each refrigeration unit. [§114157(a), (b)]
2. A temperature measuring device is not integral or permanently affixed to cold or hot holding equipment used for PHFs, or does not allow easy viewing of the device's temperature display. [§114157(c)]

*Exceptions: This requirement does not apply to equipment for which the placement of a temperature measuring device is not practical, such as steam tables and salad bars. [§114257(d)]*

3. Temperature measuring devices are not easily readable or have increments that are greater than 2°F. [§114157(e)]

## **THERMOMETERS FOR MEASURING FOOD TEMPERATURES**

4. A metal probe thermometer suitable for measuring the temperature of food is not readily available on the premises where PHF's are held. [§114159(a)]
5. A temperature measuring device with a suitable probe designed to measure the temperature of thin masses of food is not provided and readily accessible to measure thin foods such as meat patties and fish filets. [§114159(b)]
6. Temperature measuring devices used for food and scaled only in Fahrenheit are not accurate to within plus or minus 2 degrees Fahrenheit. [§114159(c)]
7. Glass stem temperature measuring devices are used, unless they are candy thermometers encased in a shatterproof coating [§114159(d)].

## WAREWASHING THERMOMETERS

8. In manual warewashing operations, a temperature measuring device is not provided and accessible for frequently measuring washing and sanitizing temperatures. (§114099.5)
9. The warewashing machine is not equipped with a temperature measuring device that indicates the temperature of the water as specified in Section 114101.2.

**40**      **Wiping cloths: properly used and stored**  
*Applicable Sections: 114135, 114185.1 114185.3 (d-e)*

### Refer to Appendix A for wiping towel violation flowchart

1. Sponges are used in contact with cleaned and sanitized or in-use food contact surfaces. (§114135)
2. Wiping cloths used for wiping food spills are used for another purpose. [§114185.1(a)]
3. Cloths used for cleaning food spills from tableware and carry-out containers are not dry, or if dry, used only once. [§114185.1(b)]
4. Dry cloths used for wiping food spills, other than from tableware and carryout containers, are used more than once prior to laundering. [§114185.1(b)]
5. Cloths used repeatedly prior to laundering are not held in an approved sanitizing solution. [§114185.1(b)]
6. Dry or wet cloths used with raw animal foods are not kept separate from cloths used for other purposes. [§114185.1(c)]
7. Wet wiping cloths and dry wiping cloths, are not free of food debris and visible soil. [§114185.1(d)]
8. Working containers of sanitizing solutions for storage of in-use wiping cloths are not used in a manner that prevents contamination of food, equipment, utensils, linens, or single-use articles. [§114185.1(e)]
9. Wet wiping cloths are not laundered daily. [§114185.3(d)]
10. Dry wiping cloths are not laundered as necessary to prevent contamination of food and clean serving utensils. [§114185.3(e)]

#### **Notes:**

- *Gross contamination of food contact surfaces by soiled wiping cloths should be cited in data field #14 Food Contact Surfaces: cleaned and sanitized.*
- *Sanitizer buckets do not have to be set up in prep areas. They are only required when wiping towels are being re-used. The sanitizing frequency must also be met.*

## F. PHYSICAL FACILITIES

**41**      **Plumbing; proper backflow devices**  
*Applicable Sections: 114171, 114189.1, 114190, 114192, 114192.1, 114193, 114193.1, 114199, 114201, 114269*

### PLUMBING AND PLUMBING FIXTURES

1. Plumbing and plumbing fixtures not properly installed, or not maintained to prevent contamination, or not fully operative, or in good repair. (§114190)
2. Liquid waste drain lines pass through an ice machine or ice storage bin. (§114171)
3. Hose used for conveying potable water is not constructed of nontoxic materials, is used for other purposes, is not clearly labeled as to its use, or is not properly stored. [§114192(b)]
4. Indirect waste receptors are not readily accessible. [§114193(c)]
5. Nonpotable water piping is not identified so as to be readily distinguishable from potable water piping. [§114192 (c)]



## BACKFLOW/BACK SIPHONAGE PROTECTION

6. Potable water supply is not protected by backflow or back siphonage protection. [§114192(c)]

***Note:** Mop sinks and sinks equipped with hose threaded faucets should be protected with a back flow prevention device.*

7. Equipment that discharge liquid wastes are not drained through an air gap into a floor sink or other approved receptor. [§114193 (a), (b)]

***Note:** An evaporator for refrigeration units is acceptable if properly installed and functioning. [§114193 (b)]*

8. An air gap between a water supply inlet and flood level rim of a plumbing fixture, equipment, or nonfood equipment is not at least twice the diameter of the inlet, or is less than one inch. (§114193.1)
9. Warewashing machines directly connected to the sewer are not connected immediately downstream from a floor drain [§114193(d)].

## GREASE TRAPS

10. A grease trap or grease interceptor is located in a food or utensil handling area without approval. [§114201(a)]
11. A grease trap or grease interceptor is not easily accessible for servicing. [§114201(b)]

***Exception:** Food facilities approved with a grease trap or grease interceptor that were in operation before July 1, 2007 of this part of Cal Code are not required to comply with this Section. [§114201 (c)]*

## DRAINAGE

12. In new construction and extensive remodels, floor drains not installed in floors that are water flushed or where pressure spray methods of cleaning are used. Such floor surfaces are not sloped 1/8 inch per foot to the floor drains. (§114269)
13. Equipment compartments that are subject to accumulation of moisture from condensation, food or beverage drip, or water from melting ice, are not sloped to an outlet that allows complete draining. (§114199)

<b>42</b>	<b>Garbage and refuse properly disposed; facilities maintained</b> <i>Applicable Sections: 114244, 114245, 114245.1, 114245.2, 114245.3, 114245.4, 114245.5, 114245.6, 114245.7, 114245.8</i>
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## FACILITIES PROVIDED

1. Facilities and equipment items necessary to store or dispose of all waste material are not present. [§114244 (a)]
2. Waste receptacles are not present for use by consumers when needed. [§114244 (b)]
3. A waste receptacle is not provided in each area where refuse is generated or discarded, or where recyclables or returnables are placed. [§114244 (c)]
4. Receptacles and areas that are designated for refuse, recyclables, returnables, or a redeeming machine for recyclables or returnables, is not separate from food, equipment, utensils, linens, and single-service and single-use articles, and a public health hazard or nuisance is created by refuse. [§114245 (a)]

5. Indoor refuse storage area does not comply with finish schedules for floors, walls, ceilings, and vermin exclusion. (§114245.3)
6. An outside refuse storage area or enclosure is not constructed of nonabsorbent material or is not easily cleanable, durable, and sloped to drain. (§114245.4)
7. Receptacles and waste handling units for refuse and recyclables shall be installed so that accumulation of debris and insect and rodent attraction and harborage are minimized and effective cleaning is facilitated around and, if the unit is not installed flush with the base pad, under the unit. (§114245.5)

## **FACILITIES MAINTAINED**

8. Refuse, recyclables, or returnables are not kept in nonabsorbent, durable, cleanable, leak proof, and rodent proof containers. [§114245.1(a)]
9. Containers are not covered with close-fitting lids, or sealed, disposable bags that are impervious to moisture are not used. [§114245.1(a)]

***Exception:** Refuse containers inside a food facility do not need to be covered during periods of operation. [§114245.1(b)]*

10. Storage areas, enclosures, and receptacles are not maintained clean and in good repair. [§114245.1(d)]
11. Suitable cleaning implements and supplies are not provided as necessary, or off-premises cleaning services are not provided. [§114245.7 (a), (b)]

## **DISPOSAL**

12. All refuse, recyclables, and returnables shall be removed and disposed of in a sanitary manner as frequently as may be necessary to prevent the creation of a nuisance.
13. Cardboard or other packaging material that does not contain food residue and that is stored outside creates a rodent harborage problem or is not removed on a regularly scheduled basis. (§114245.2)

***Note:** Cardboard or other packaging material that does not contain food residue and that is stored outside may be stored without being in a covered receptacle if it does not create a rodent harborage problem. (§114245.2)*

14. Animal byproducts and inedible kitchen grease is not disposed of as required in Section 114245.8.

**43**

**Toilet facilities: properly constructed, supplied, cleaned**  
**Applicable Sections: 114250, 114250.1, 114276**

1. Toilet facilities are not provided or the number of toilet facilities is not in accordance with local building and plumbing ordinances.
2. Toilets are not clean, and in good repair.
3. Toilets are not accessible to employees at all times the facility is in operation.
4. Toilet paper not provided in permanently installed dispensers at each toilet. (§114250)

***Note:** Food facilities located within amusement parks, stadiums, arenas, food courts, fairgrounds, TFF's and similar premises are not required to provide toilet facilities for employee use within each food facility if approved toilet facilities are located within 200 feet.*

5. Toilet facilities are located where patrons, guests, or invitees pass through food preparation, food storage, or utensil washing areas to reach the toilet facilities. [§114276(b) (2)]
6. Doors are not kept closed or are not self-closing or well-fitted.

**44 Premises; and facilities personal/cleaning items; vermin-proofing**  
*Applicable Sections: 114123, 114143 (a) & (b), 114256, 114256.1, 114256.2, 114256.4, , 114257, 114257.1, 114259, 114259.2, 114259.3, 114279, 114281, 114282*

## **PREMISES**

1. All premises of a food facility are not kept clean, fully operative, and in good repair. (§114257)
2. The premises not kept free of litter or items that are unnecessary to the operation or maintenance of the facility. (§114257.1)
3. The open-air barbecue or outdoor wood burning oven is not operated on the same premises, in conjunction with a permanent food facility or is operated in an area that may pose a fire hazard. [§114143(a), (b)]
4. Wet mops not allowed to air dry without soiling walls, equipment, or supplies. (§114282)
5. No approved curbed cleaning facility [*exemption for restricted food service facilities in Section 114279(b)*] or janitorial sink provided. [(§114279(a))]
6. Food preparation sinks, handwashing sinks and warewashing equipment shall not be used for the disposal of liquid wastes. (§114123)
7. No room, area, or cabinet that is separate from any food prep or storage area, or warewashing or storage area, is provided for storage of cleaning equipment and supplies. (§114281)

## **STORAGE OF PERSONAL/CLEANING ITEMS**

8. Personal storage of clothing or personal effects in any area used for the storage and preparation of food. [§ 114256.1(c)]
9. Lockers or areas designated for employees located where contamination of food, equipment, utensils, linens and single-use articles can occur. (§114256)
10. Lockers or other suitable facilities not provided for changing, for storage of employee clothing or personal possessions. (§114256.1)
11. Medicines not labeled with a legible manufacturer's label and stored in a kit or container that is located to prevent contamination. (§114256.2)
12. First aid supplies are not labeled with a legible manufacturer's label and stored in a kit or container that is located to prevent contamination. (§114256.4)

## **VERMIN PROOFING**

13. The food facility is not constructed, equipped, maintained, or operated in a manner that prevents the entrance or harborage of vermin. (§114259)
14. Pass-through window openings do not comply with requirements specified in Section 114259.2.
15. Insect electrocution devices do not retain the insect or are located over food or utensil handling areas. (§114259.3)
16. Air Curtain is missing (if required) or non-operational (§114259)

***Note:** Gnats, ants, spiders and other non-vectors not associated with an adulteration of food, is not a violation, but should be noted on the inspection report.*

## G. PERMANENT FOOD FACILITIES

45

### Floors, walls and ceilings: built, maintained, and clean

*Applicable Sections: 114143 (d), 114266, 114268, 114268.1, 114271, 114272*

1. A permanent food facility not fully enclosed in a building or does not consist of permanent floors, walls, and an overhead structure that meet minimum standards. (§114266)
2. Floor surfaces are not clean and in good repair; or not smooth, durable, and nonabsorbent, as required; or floor surfaces are not coved at the floor-wall juncture with a minimum 3/8 inch radius coving and don't extend up the wall 4 inches, except as allowed in Section 114268(b). (§114268) *See exception for public and private schools. [§114268(c)]*
3. Walls and ceiling surfaces are not clean and in good repair; or not durable, smooth, nonabsorbent, and easily cleanable. (§114271)
4. Un-approved methods of cleaning other than dustless methods including wet cleaning, vacuum cleaning, mopping with treated dust mops, or sweeping using a broom and dust-arresting compounds are used except for small spills or drippage. [§114268.1(a)]
5. Mats and duckboards, if used, are not removable and easily cleanable. (§114272)

**Exceptions:** *This does not apply to walls and ceilings of bar areas (except wall areas adjacent to bar sinks and areas where food is prepared); or where food is stored only in unopened bottles, cans, cartons, sacks, or other shipping containers; or dining and sales areas, offices, or restrooms used exclusively by patrons. [§114271(b)]*

6. The floor surfaces extending from the open-air barbecue or wood-burning oven a minimum of five feet are not impervious or easily cleanable. [§114143(d)]

46

### No unapproved private homes / living or sleeping quarters

*Applicable Sections: 114285, 114286*

1. A private home, a room used as living or sleeping quarters, or an area directly opening into a room used as living or sleeping quarters, is used for conducting food facility operations. (§114285)
2. A sleeping accommodation is kept in a room where food is prepared, stored, or sold, or living or sleeping quarters that are located on the premises of a food facility are not separated from rooms and areas used for food facility operations by complete partitioning and solid, self-closing doors. (§114286)

**Exception:**

*Restricted food service facilities are exempt provided that no sleeping accommodations are in any area where food is prepared or stored.*

*114285(b) (1) Nonperishable, prepackaged food may be given away, sold, or handled from a private home. No food that has exceeded the labeled shelf life date recommended by the manufacturer shall be deemed to be nonperishable food.*

## H. SIGNS REQUIREMENTS

47

**Signs posted; last inspection report available**

*Applicable Sections: 113725.1, 113953.5, 113978, 114381 (e) SBCC 33.1406*

1. A copy of the most recent routine inspection report is not maintained at the food facility and is not available upon request. (§113725.1)
2. Handwashing sign shall be posted at handwashing sinks used by food employees. (§113953.5)

*Exception: Does not apply to toilet rooms in guestrooms of restricted food service facilities.*

3. “No Smoking” sign is not posted in food preparation, food storage or warewashing areas. (§113978)
4. Letter Grade Placard is not properly posted. (SBCC 33.1406)

*Note: Gulf oyster warning signs #17*

48

**Food Worker Cards**

*Applicable Sections: SBCC 33.0410(d)*

1. Persons working as a food worker shall possess an unexpired, unsuspended, county food worker certificate or possesses a valid Food Managers Certificate. Persons working as a food worker shall obtain a food worker certificate within 14 days of employment.

## I. COMPLIANCE AND ENFORCEMENT

49

**Permits Available**

*Applicable Sections: 114067(c), (j), 114381 (a), 114381.1, 114381.2, 114387 SBCC 33.0404*

1. Food facility is open for business and does not have a valid permit. (§114381) SBCC 33.0404
2. Permit is not posted in conspicuous location. [§114381(e)]
3. Satellite food service not operated in conjunction with a fully enclosed permanent facility, written procedures are not available, food and utensils are not stored inside the fully enclosed food facility during periods of closure, or if the activities are not conducted under constant and complete control of the permit holder. [§114067(a, b, c, h, j)]
4. The permit holder of the permanent food facility and the permit holder of the satellite food service are not the same. [§114067(j)]

*Note: Satellite food service means a remotely located food service operation that is conducted on the same property as, in reasonable proximity to, and in conjunction with and by, a fully enclosed permanent food facility (i.e., an outdoor beverage bar). Satellite food service does not include remote food service operations located within a fully enclosed food facility.*

*Food facilities that operate without a valid permit shall be subject to closure of the food facility and a penalty not to exceed three times the cost of the permit. (§114387)*

50

**Required Restrooms**

*Applicable Sections: 114276 SBCC 33.0408*

Any facility where food or beverages are sold for consumption on the premises shall provide

a separate men's and women's restroom and adjacent handwashing sink(s) within the facility. Facilities serving alcoholic beverages shall provide a minimum of one urinal in the men's restroom. SBCC 33.0408

**Exceptions: SBCC 33.0408**

- (1) *Public toilets may be accessible through an outside entrance if the building is free standing with no adjacent barriers to entrance of restrooms.*
- (2) *Provided no alcoholic beverages are sold for consumption on the premises, only one (1) public toilet for customers will be required if:*
  - (A) *The customer area inside the establishment is less than three hundred (300) square feet, as determined by DEHS; or*
  - (B) *The seating area outside the establishment is less than three hundred (300) square feet, as determined by DEHS.*
- (3) *If a building is remodeled so either the inside customer area or the outside seating area becomes greater than three hundred (300) square feet, then two (2) customer restrooms will be required as specified in this section.*

**51 Plan Review**

***Applicable Sections: 114380 SBCC 33.0403***

1. Complete, easily readable plans drawn to scale, for new construction or remodel of a food facility are not submitted prior to construction, or construction of a new facility or remodel of an existing retail food facility begins prior to plan approval. (§114380 and SBCC 33.0403)

**52 VC & D**

***Applicable Section: 111895***

This item is marked when the operator has voluntarily consented to the destruction and condemnation of food, equipment, or utensils. (§111895)

**53 Impoundment**

***Applicable Sections: 114393***

This item is marked when enforcement officer impounds food, equipment, or utensils that are found to be, or suspected of being unsanitary or in such disrepair that food, equipment, or utensils may become contaminated or adulterated, or impounds any utensil that is suspected of releasing lead or cadmium. [§114393 (c)]

***Note:** Within 30 days, the enforcement agency that has impounded the food, equipment, or utensils pursuant to subdivision (a) shall commence proceedings to release the impounded materials or to seek administrative or legal remedy for its disposition.*

**54 Permit Suspension**

***Applicable Sections: 114409, 114405 SBCC 33.0404***

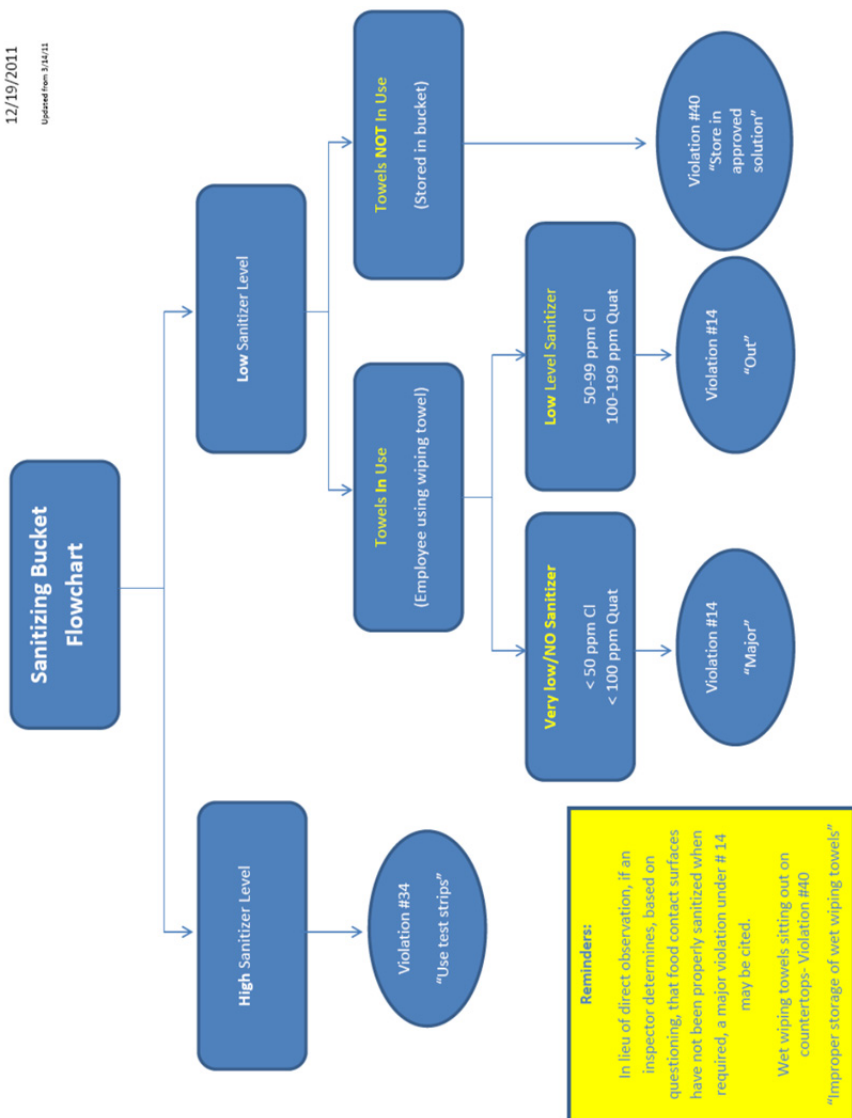
This item is marked when a food facility's permit has been suspended due to an imminent health hazard or when a facility is closed for not having a valid health permit. (§114409, 114405 and SBCC 33.0404)

# Appendix A

## Wiping Towel Violation Flow Chart

12/19/2011

Updated from 3/14/11



## Agency Referral List

TYPE OF COMPLAINT	AGENCY	TELEPHONE
<b>BURRITOS</b> (Packaged - meat or poultry) (Packaged - without meat)	U.S. Department of Agriculture (USDA)	(800) 535-4555
	California Department of Health Services Food and Drug Branch (FDB) U.S. Food and Drug Administration (FDA)	(800) 495-3232 (213) 894-2489
<b>CANNED FOODS:</b> (Fruit, vegetable and fish - packed in CA) Fruit, vegetable and fish - not packed in CA Meat or poultry products	FDB	(800) 495-3232
	FDA	(909) 390-7860
	USDA	(800) 535-4555
<b>DAIRY FOODS:</b> (Produced in CA) Produced out-of-state	California Department of Food and Agriculture (CDFA)	(909) 923-9929
	FDA	(909) 390-7860
<b>FISH:</b> Canned out-of-state	FDA	(909) 390-7860
<b>FISH:</b> Fresh, caught locally	California Department of Fish and Game (CDFG)	(909) 597-9823
<b>FOOD REGISTRATION</b> State registration-wholesale/manufacturing	FDB	(800) 495-3232
<b>FOOD TAMPERING</b> Meat	FDB USDA	(800) 495-3232 (800) 535-4555
<b>FROZEN DINNERS:</b> (Meat or poultry) Seafood (processed in CA) Seafood (processed out-of-state)	USDA	(800) 535-4555
	FDB	(800) 495-3232
	FDA	(909) 390-7860
<b>FRUIT, fresh:</b> (Quarantine, pest exclusion) Pesticide Enforcement	Agricultural Commissioner	(562) 940-7803
<b>LICENSES:</b> (Bottling water, Canning food, Cold storage, Frozen food lockers, Water)	FDB	(800) 495-3232
<b>MEAT AND POULTRY:</b> Packaged	USDA	(800) 535-4555
<b>ORGANIC FOOD</b>	FDB	(800) 495-3232
<b>OUT-OF-DATE FOODS:</b> Dairy (only)	CDFA	(909) 923-9929
<b>Other expired foods</b>	Local Health Dept. (See Environmental Health Directory for information)	Refer to District Office Directory
<b>POPSICLES:</b> Produced out-of-state Produced in CA	FDA	(909) 390-7860
	CDFA	(909) 923-9929
<b>SANDWICHES</b> (Fresh packaged)	FDB	(800) 495-3232
<b>VENDING MACHINES</b> Water	FDB	(800) 495-3232
<b>WATER:</b> Bottled (Imported and out-of-state) Vended	FDB	(800) 495-3232
	FDB	(800) 495-3232

### Websites:

- California Cal Code [http://www.sbcounty.gov/dehs/content/general\\_information/food\\_and\\_restaurants/20100422\\_calcode2010\\_state\\_book.pdf](http://www.sbcounty.gov/dehs/content/general_information/food_and_restaurants/20100422_calcode2010_state_book.pdf)
- Food and Drug Administration <http://www.fda.gov/>
- Government Food Safety Information <http://www.foodsafety.gov/>
- U.S. Dept. of Agriculture Food Safety and Inspection Service <http://www.fsis.usda.gov/>
- Food and Drug Branch California Dept. of Health Services <http://www.dhs.ca.gov/fdb>



## **Environmental Health Office Directory**

### **Regional Offices**

<b>Rancho Cucamonga</b>	<b>San Bernardino</b>	<b>Hesperia</b>
8575 Haven Ave. Ste. 130 Rancho Cucamonga, CA (909) 948-5058 Fax: (909) 948-5069	385 N. Arrowhead Ave. 2nd Floor San Bernardino, CA 92415 (909) 387-4608 Fax: (909) 387-4323	15900 Smoke Tree St Hesperia, CA 92345 (760) 995-8154 Fax: (760) 995-8170

### **After Hours Emergency Contact**

#### **Emergency Communication Center (909) 356-3805**

This number is to be used to report and obtain assistance during after hour emergencies such as: establishment fires, power or water outages, sewer overflow or outbreaks of foodborne illness, reopening inspection following closures by DEHS or other serious problems that may impact public health and safety.

Notes





**County of San Bernardino  
Environmental Health Services  
[www.sbcounty.gov/dehs](http://www.sbcounty.gov/dehs)**

**909-387-4608**

**March 2012**