

Jersey County Health Department

1307 State Hwy. 109 • Jerseyville, Illinois • 62052

Division of Environmental Health

Phone (618) 498-9565 x316

www.jerseycountyhealth.org

Requirements for Food Service Establishments

Food Permit Application

Prior to opening, a completed Application for Food Establishment shall be submitted to the health department. Upon receipt of the application and appropriate fees, sanitarians will schedule pre-operational inspection(s) of the facility.

Plans and Specifications

Prior to any new construction or major modeling of a retail food establishment or food store, a set of plans and equipment specifications are required to be submitted for review and approval. With good planning every food service operation can have “build-in sanitary design” that benefits the business and meets current public health regulations. Plans shall include the proposed layout, designation of the following areas: serving, food, preparation, ware washing, dry storage, toilet, seating arrangement, employee break areas, and garbage disposal. Location of all equipment fixtures and the type of construction materials shall also be included in the plans.

Construction

- **Walls, Floors and Ceilings:** Walls, floors, and ceilings in food preparation areas, ware-washing areas, restrooms, walk-in refrigeration units, walk-in freezer units, locker rooms, and storerooms shall be constructed of durable, non-absorbent, light-colored and easily-cleanable materials. The junctures, between walls and floors shall be coved and sealed. In all other cases, the junctures between the walls and floors shall not present an open seam. Acoustical ceiling material should not be used in these areas.
- **Lighting:** Lighting from permanently – fixed artificial light sources shall provide at least 20 foot-candles of light on all food preparation surfaces, at equipment or utensil-washing work levels. At least 10 foot-candles of light are required in all other areas. Shielding of fixtures and bulbs to protect against broken glass falling into foods or onto food-contact surfaces is required.
- **Food Contact Surfaces:** All food-contact surfaces shall be constructed of easily cleanable, smooth materials and free of breaks, open seams, cracks, chips, pits, or similar imperfections. Utensils and storage containers shall be constructed of food-grade materials. Avoid enamel-plated materials.
- **Dry Food Storage Areas:** All foods shall be stored above the floor on clean surfaces in a way that permits cleaning of the storage areas without contamination of food by splash, dust, or other means. A minimum, unobstructed storage height of six inches is required. Foods or food equipment shall not be located below exposed sewer lines. Food storage shelves or shelving units shall be constructed of smooth, easily cleanable materials. Materials, such as contact paper, or newspaper, shall not be used.
- **Employee Locker or Dressing Room Facilities:** Provisions for storage of employee clothing and personal items may be required. Designated employee break areas away from food preparation, processing, and equipment-washing areas may also be required.
- **Garbage and Refuse:** Garbage and refuse shall be disposed of in a sanitary manner at an approved frequency. Storage containers shall be cleanable, insect-proof, rodent-proof, and large enough to store all garbage and refuse. Garbage and refuse containers and compactor systems shall be stored on or above a smooth surface or non-absorbent materials such as concrete or machine-laid asphalt.
- **Insect and rodent control:** All openings to the building shall be protected against the entrance of insects and rodents. Doors and windows shall be tight fitting, self-closing and have adequate screening.

Equipment/Plumbing

- **Refrigeration:** Adequate mechanical refrigeration for the proposed operation shall be provided to maintain potentially hazardous foods at 41° F. or below. Thermometers shall be provided and located in all refrigeration and freezer units.
- **Equipment Installation:** Table-mounted equipment that is placed on tables or counter tops, less portable, shall be sealed to the table or counter, otherwise mounted on legs at least 4 inches high.
- **Ventilation:** All rooms shall have sufficient ventilation to keep them free of excessive heat, steam, condensation, vapors, obnoxious odors, smoke, and fumes. Ventilation systems shall be installed, and operated according to law, and, when vented to the outside air shall not create an unsightly or unlawful discharge. Some equipment may require mechanical ventilation. Check local fire codes for additional requirements.
- **Dishwashing Facilities:** A three-compartment sink shall be installed for manual cleaning and sanitizing of equipment and utensils. Sink compartments shall be large enough to permit the complete immersion of the equipment. Sinks shall be provided with **two drain boards**. Each compartment shall be provided with hot and cold water under pressure. If mechanical dishwashing machines are installed, they must comply with design standards set forth in the Rules and Regulations for Retail Food Establishments. State plumbing code requires the use of grease traps for most dishwashing applications.
- **Hand Wash Sinks:** Must be conveniently located and accessible in or immediately adjacent to toilet rooms, food preparation areas, and ware-washing areas.
- **Restrooms:** Toilet facilities for employees shall be provided and constructed according to law, shall be conveniently located, and shall be accessible to employees at all times. If restrooms are to be provided to the public they shall meet all applicable state plumbing codes.
- **Utility or mop sinks:** In new or remodeled facilities, a utility or mop sink shall be provided for the cleaning of floors or other general facility cleaning needs.
- **Cross-Connection and Backflow:** The potable water system shall be installed to preclude the possibility of backflow. Devices to protect against backflow and back-siphonage shall be installed at all fixtures and equipment where an air gap at least twice the diameter of the water inlet is not provided between water outlet and the flood-level rim, and, wherever else backflow or back-siphonage may occur.
- **Indirect Waste:** Commercial dishwashing machines, dishwashing sinks, pot washing sinks, bar sinks, soda fountain sinks, vegetable sinks, ice machines, steam tables, dipper well sinks, and other similar fixtures shall be provided with indirect waste connections as required under state plumbing codes.

Training

- **Food Service Sanitation Manager Certification:** New food service establishments, except category III facilities, shall have a certified food service sanitation manager(s) from the initial day of operation or shall provide documentation of enrollment in an approved course within 90 days (JCHD will determine risk category)
- **Food Handler:** Beginning July 1, 2014 **all food handlers** are required to take "Food Handler" training from an approved course provider.

Smoke Free IL Act

On January 1, 2008 the Smoke Fee IL Act took effect making all public building smoke-free. The Jersey County Health Department encourages you to comply with this important law. If you have any questions about this Act as it applies to your business, please feel free to give us a call at (618) 498-9565.

Americans with Disabilities Act

Title III of the Act requires public accommodations to provide goods and services to people with disabilities on an equal basis with the rest of the general public. The Act covers such issues as accessibility to buildings and public restrooms. A checklist outlining the technical requirements needed to comply with the Act can be obtained from your regional Disability and Business Technical Center by calling 1-800-949-4ADA.

Resources:

Illinois Department of Public Health

Springfield Office

535 West Jefferson Street

Springfield, Illinois 62761

Phone 217-782-4977

Fax 217-782-3987

www.idph.state.il.us

Regional Office

#22 Kettle River Drive

Glen Carbon, IL 62034

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City of Jerseyville

115 East Prairie Street

Jerseyville, IL 62052

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