

General Rules

Chartered student organizations, in order to raise funds in support of their programs or to provide food as an integral part of an organization event, may be granted a reasonable number of approvals to sell or dispense food on campus, provided the specific health and safety regulations listed below are followed:

1. **Home-prepared or stored foods cannot be sold or served to the general public.**
2. All products being provided at the event shall not break any of the district's exclusivity contracts with its current vendors. (For example, the district has an exclusivity contract with Pepsi; as such, you cannot sell any non-Pepsi products. Generic brands are permissible.)
3. All food must be purchased or supplied by either the campus food contractor, or a vendor licensed by the Orange County Environmental Health, i.e. Ralphs, Costco, Chronic Tacos, Corner Bakery.
4. Food items obtained from a licensed retail food vendor shall be picked up or delivered just prior to scheduled serving time.
5. Potentially harmful food such as meats, dairy products, and related items must be maintained at 40F or below to prevent harmful bacteria from growing. This temperature requirement also applies to prepared food served chilled.
6. Hot prepared foods must be kept at a minimum of 140F.
7. All foods must be covered during display and transport to protect from coughing, sneezing, dust, or debris. Covering may consist of a hard plastic case or plastic wrap.
8. Self-service may be allowed only when food items are individually wrapped. Unwrapped foods must be served to the public using tongs, wax paper, or paper napkins.
9. All equipment and utensils must be smooth, non-absorbent, easily cleanable, and made of non-toxic materials.
10. All food preparation, food storage, and warewashing areas are to be equipped with overhead protection.
11. Outer garments must be clean.
12. Hair restraints are required. A baseball cap, paper hat, scarf, or any other form of effective hair restraint must be worn when handling unwrapped food items.
13. Servers must have clean hands that are free of open wounds and communicable diseases and must wear gloves when assembling food.
14. Hands must be thoroughly washed before food handling begins. Use vinyl gloves when unwrapped food must be handled directly. Use hand wipes/gel in between glove changes.
15. Food handlers should not handle the money exchange; a separate organization member should serve that role.
16. Smoke is not permitted in food service areas.
17. Plates, cups and eating utensils must be single service type. Condiments must be offered in individual packets or available from squeeze or pump type containers.
18. All food, food containers, and utensils must be stored at least six inches above ground.
19. Beverages may be poured from an original manufacturer's container into a disposable cup as a single serving.
20. Ice used for refrigeration purposes shall not be used for consumption in food or beverages.
21. Adequate capacity trash cans with tight fitting lids must be provided at each site.

We the undersigned have read and understand the above guidelines and agree to adhere to the above standards during the event _____ on the day of _____, 20___. We also acknowledge that non-adherence to these guidelines will result in the activity being revoked and possible loss of future food sales privileges.

Club President/Campus Representative

Date

Club Advisor/Campus Supervisor

Date