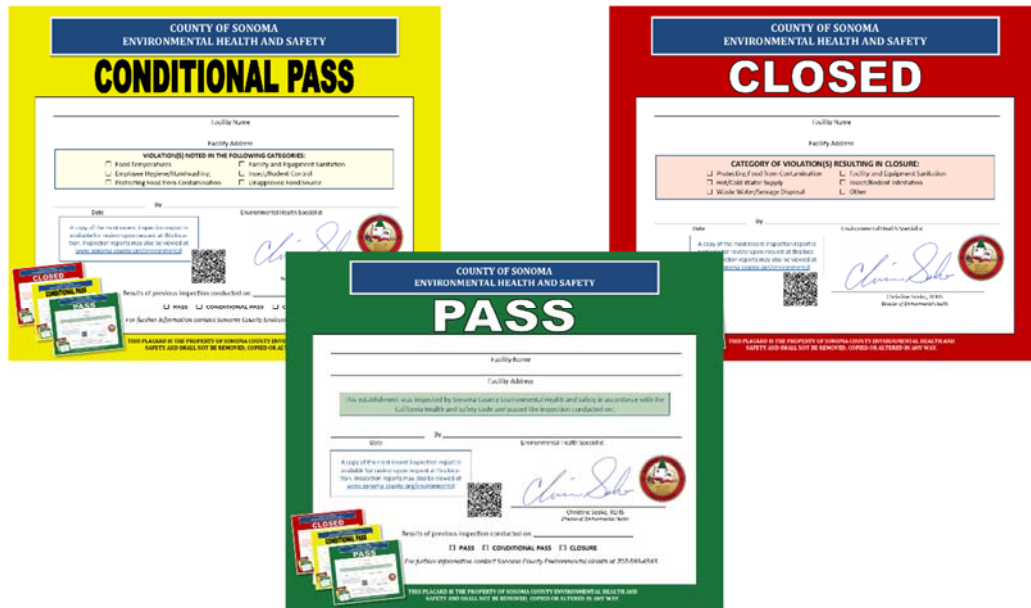


SONOMA COUNTY FIELD INSPECTION GUIDE

Based on
CALIFORNIA RETAIL FOOD CODE



Inspection Criteria and Common Violations
Revised May 2016

County of Sonoma
Department of Health Services
Public Health Division
Environmental Health & Safety



This document will be updated on a regular basis, for the latest version please visit our website at:
www.sonoma-county.org/placards.



Dear Sonoma County Retail Food Facility Owner/Operator:

Sonoma County Environmental Health & Safety is dedicated to enhancing our food safety program in order to improve the health and safety of Sonoma County residents.

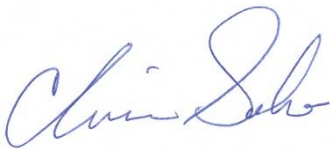
With our over-arching goals of preventing foodborne illness, increasing awareness about safe food handling practices and working together with our local businesses, we developed our new placarding system for the disclosure of inspection results.

Sonoma County Environmental Health & Safety Consumer Protection Program is pleased to present you with our Field Inspection Guide.

This guide provides examples of common violations and a reference list of key elements. This guide will help you prepare for and succeed in future inspections and ensure food safety.

Sonoma County Environmental Health & Safety is prepared to assist you with this transition and keep you running a healthy and successful business. Please feel free to call (707) 565-6565 if you should have questions.

Sincerely,

A handwritten signature in blue ink that reads "Christine Sosko". The signature is fluid and cursive, with the first name being more prominent.

Christine Sosko, Director
Environmental Health & Safety

625 5th Street
Santa Rosa, CA 95404
(707) 565-6565
(707) 565-6525 (FAX)
www.sonoma-county.org/environmental

Table of Contents

For ease of reference the number sections in this Guide correspond to the numbers from the County of Sonoma Food Facility Official Inspection Report.

INTRODUCTION	7
POSTING OF COLOR-CODED PLACARDS FOR DISCLOSURE OF INSPECTION RESULTS	8
COMMON TERMINOLOGY	9
<i>RISK FACTOR INTERVENTIONS</i>	11
DEMONSTRATION OF KNOWLEDGE	11
1a. Acceptable demonstration of food safety knowledge.....	11
1b. Food Safety Certification available and current	11
1c. Food handler cards available and current.....	11
EMPLOYEE HEALTH AND HYGIENE.....	12
2. Compliance with communicable disease procedures.....	12
3. No discharge from the eyes, nose, or mouth	13
4. Proper eating, drinking, or tobacco use.....	13
PREVENT CONTAMINATION BY HANDS	13
5a. Hands clean and properly washed	13
5b. Bare hand contact and glove use.....	14
6. Adequate handwashing facilities supplied and accessible	15
TIME AND TEMPERATURE RELATIONSHIPS	15
7. Proper hot and cold holding temperatures	15
a. Examples of potentially hazardous foods	17
b. Examples of non-potentially hazardous food.....	17
8. Proper use of time as a public health control.....	18
9. Proper cooling methods.....	18
10. Proper cooking time and temperatures.....	19
11. Proper reheating procedures for hot holding.....	20
PROTECTION FROM CONTAMINATION.....	21
12. No re-service of returned food	21
13. Food free from contamination and adulteration.....	21
14a. Food contact surfaces cleaned and sanitized as required	22
14b. Proper warewashing and sanitizing procedures.....	23
FOOD FROM APPROVED SOURCE	24
15. Food obtained from approved source	24
16. Compliance with shellstock regulations; tags/display	25
17. Compliance with Gulf oyster regulations.....	26
CONFORMANCE WITH PROCEDURES.....	26
18. Compliance with HACCP plan or variance conditions.....	26

CONSUMER ADVISORY	27
19. Advisory provided for raw or undercooked food	27
HIGHLY SUSCEPTIBLE POPULATIONS	28
20. Prohibited foods not offered at high risk facilities	28
WATER / HOT WATER	28
21. Hot and cold potable water available	28
LIQUID WASTE DISPOSAL	29
22. Sewage/wastewater properly disposed; toilet facility useable	29
VERMIN	30
23. No rodents, insects, birds, or animals inside facility.....	30
<i>APPROVED RETAIL PRACTICES</i>	31
SUPERVISION.....	31
24. Person in charge is present and performs duties	31
PERSONAL CLEANLINESS.....	31
25. Personal cleanliness and hair restraints	31
GENERAL FOOD SAFETY REQUIREMENTS	31
26. Approved thawing methods used.....	31
27. Food protected from contamination during storage.....	32
28. Washing fruits and vegetables before use.....	32
29. Toxic substances properly identified, stored, or applied.....	33
FOOD STORAGE / DISPLAY / SERVICE	34
30a. Food stored at least 6 inches above floor	34
30b. Food stored in approved location within enclosed facility.....	34
30c. Food containers properly labeled	34
31a. Customer self-service utensils provided for all items	35
31b. Raw, open animal products excluded from self-service	35
32a. Food properly labeled and honestly presented	36
32b. Compliance with trans-fat ban.....	36
32c. Compliance with menu labeling	36
EQUIPMENT / UTENSILS / LINENS.....	37
33. Nonfood contact surfaces clean	37
34. Warewashing facilities maintained; test strips available.....	37
35. Equipment and utensils approved and in good repair.....	38
Molluscan Shellfish Tanks	39
Food Preparation Sink.....	39
Water Supply Reservoir	39
36. Properly used and stored equipment, utensils, and linens	39
Utensils/Tableware	39

Storage Areas	40
Linens	40
Laundering of Linens and Work Clothes	41
37. Vending machines maintained.....	41
38. Approved and sufficient ventilation and lighting.....	41
Ventilation.....	41
Lighting.....	42
39. Thermometers for Hot and Cold Holding Equipment.....	42
Thermometers for hot and cold holding equipment.....	42
Thermometers for measuring food temperatures	42
40. Proper use/storage of wiping cloths.....	43
PHYSICAL FACILITIES.....	44
41. Plumbing maintained; proper backflow prevention.....	44
42. Garbage and refuse properly disposed.....	45
43. Toilet facilities clean, supplied, and maintained.....	45
44a. Premises kept free of debris and unnecessary equipment.....	46
44b. Appropriate use of equipment	46
44c. Janitorial area provided, maintained, and kept clean.....	46
44d. Employee personal items stored in approved location	47
44e. Facility is equipped to prevent vermin entrance/harborage.....	47
PERMANENT FOOD FACILITIES.....	48
45. Floors, walls, and ceilings are maintained and kept clean.....	48
46. No living or sleeping quarters inside facility	49
SIGNS / REQUIREMENTS	49
47a. All required signs are posted or available as required.....	49
47b. Placard posted in approved location	49
47c. Facility inspection report is available upon request	49
COMPLIANCE AND ENFORCEMENT	50
48. Compliance with plan review requirement	50
49. Facility operating with a valid permit	50
<i>OTHER CODE VIOLATIONS THAT MAY ARISE NOT DESCRIBED ABOVE</i>	50
Food/equipment impounded or VC&D completed	50
Permit suspension; temporary closure required	50
INDEX.....	51

INTRODUCTION

The Sonoma County Department of Health Services is dedicated to improving the quality of life and ensuring the public health and safety for all residents and visitors of the County, through education, surveillance, enforcement and community service. As a part of this vision EHS works with local businesses to ensure our food supply is safe.

While the food supply in the United States is one of the safest in the world, the Centers for Disease Control and Prevention (CDC) 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.

The CDC and the Food and Drug Administration (FDA) have identified five foodborne illness risk factors and five public health interventions that when addressed during an inspection of a retail food establishment should lead to a reduction in the incidents of foodborne illness and to an increased protection for consumer health.

The five most common CDC risk factors are:

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

The FDA's public health 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

It is the responsibility of the Sonoma County Department of Health Services to conduct routine inspections of retail food establishments in Sonoma County in order to ensure compliance with the California Health and Safety Code and Sonoma County Code. Sonoma County's Retail Food Code Field Inspection Guide is intended to provide guidance to food service operators in matters related to retail food inspections, the placard system, and common terminology. This guide has also been developed to improve standardization among environmental health specialists during their routine inspections of retail food facilities by providing them with a reference list of common violations.

The procedures outlined in this field guide are to be used in conjunction with the Sonoma County Food Facility Official Inspection Report (OIR) for permanent food facilities. The guidelines provided are not intended to be all inclusive due to the fact that individual establishments and the severity of their violations can vary greatly.

POSTING OF COLOR-CODED PLACARDS FOR DISCLOSURE OF INSPECTION RESULTS

Placards will be issued following each inspection and will be required to be posted in a location that is visible to the public prior to entering the facility.



Green Placard: No more than one major violation was observed during the inspection. Major violation was corrected or mitigated during the inspection.

Yellow Placard: Two or more major violations were observed during the inspection. Major violations were corrected or mitigated during the inspection. A reinspection will be conducted within 24 to 72 hours.

Red Placard: Closure of the facility due to imminent danger to public health and safety.

The placard shall be posted so as to be clearly visible to the general public and to patrons entering the food establishment. Acceptable methods of posting include the following:

- Posted in the front window of the food establishment within 5 feet of the front door.
- Posted in a display case mounted on the outside front wall of the food establishment within 5 feet of the front door.
- Posted in a location approved by EHS to ensure proper notice to the general public and to patrons.

COMMON TERMINOLOGY

Approved Source is a producer, manufacturer, distributor, or other food facility that is properly licensed or permitted by a local, state or federal agency.

California Retail Food Code (CALCODE) is part of the California Health and Safety Code addressing the regulation of retail food establishments.

Cross-Contamination is the transfer of harmful microorganisms from one food to another.

Department is the County of Sonoma, Department of Health Services, Public Health Division Environmental Health & Safety Section.

Diligent Preparation is a process in which a food handler is actively engaged in the preparation of a food item.

Fabric Implement is a cloth or fabric, including, but not limited to, burlap and cheesecloth, that is used as a part of the food process and comes in direct contact with food that is subsequently cooked.

HACCP Plan is a written document that details the formal procedures for following the Hazardous Analysis Critical Control Point (HACCP) principles that were developed by the National Advisory Committee on Microbiological Criteria for Foods.

Limited Food Preparation means food preparation that is restricted to one or more of the following:

1. Heating, frying, baking, roasting, popping, blending, or assembly of non-prepackaged food.
2. Bulk dispensing of non-potentially hazardous beverages.
3. Holding, portioning, and dispensing of any foods that are prepared for satellite food service by the on-site permanent food facility or prepackaged by another approved source.
4. Slicing and chopping of food on a heated cooking surface during the cooking process.
5. Cooking and seasoning to order.

Limited food preparation does not include:

- Slicing and chopping unless it is on the heated cooking surface
- Thawing
- Cooling of cooked potentially hazardous food
- Grinding raw ingredients or potentially hazardous food
- Reheating for hot holding
- Washing of foods
- Cooking of potentially hazardous foods for later use

Major Violations are directly related to one of the five CDC risk factors or one of the five FDA public health interventions. Major violations pose an imminent threat to public health and have the potential to cause foodborne illness. A major violation must be corrected or mitigated during the inspection in order to avoid closure. When a major violation cannot be immediately corrected or mitigated, the food facility or the impacted areas may be subject to closure until the violation is corrected.

Minor Violations do not directly cause foodborne illness, but are important factors in providing safe, wholesome and unadulterated food products.

Potentially Hazardous Food (PHF) is

1. A food that requires time or temperature control to limit pathogenic microorganism growth or toxin formation.
2. Potentially hazardous food includes a food of animal origin that is raw or heat-treated, a food of plant origin that is heat treated or consists of raw seed sprouts, cut melons, cut tomatoes, or mixtures of cut tomatoes that are not modified to render them unable to support pathogenic microorganism growth or toxin formation, and garlic-in-oil mixtures that are not acidified or otherwise modified at a food processing plant in a way that results in mixtures that do not support growth or toxin formation as specified under subdivision (a).
3. Potentially hazardous foods do not include foods that:
 - a) Have a pH level of 4.6 or below, or
 - b) Have a water activity (A_w) value of 0.85 or less under standard conditions, or
 - c) Are in hermetically sealed containers processed to meet the commercial sterility standard, or
 - d) Have been shown through appropriate microbiology challenge studies not to support the rapid and progressive growth of infectious or toxigenic microorganisms
 - e) An air-cooled, hard-boiled egg with shell intact, or an egg with shell intact that is not hard boiled, but has been pasteurized to destroy all viable salmonellae.

Voluntary Condemnation and Destruction (VC&D) is a voluntary action taken by an operator to dispose of food suspected to be unsafe, spoiled or adulterated.

Notes:

The California Department of Public Health is no longer authorized to exempt cooking equipment from requiring mechanical exhaust ventilation. Local enforcement agencies may now exempt cooking equipment from mechanical exhaust ventilation as appropriate. [114149.1 (c)]

Lighting

CALCODE
114252
114252.1(a)

In every room and area in which any food is prepared, manufactured, processed or prepackaged or in which equipment or utensils are cleaned, sufficient natural or artificial lighting shall be provided to produce the following light intensity:

At least 10 foot candles: in walk-in refrigerator, working surface in bar, inside equipment such as reach-in or under the counter refrigerator.

At least 20 foot candles: at surface where food is provided for customer self-service, fresh produce or prepackaged food is offered for sale or consumption, server stations, in areas used for handwashing, warewashing, utensil storage and in toilet rooms, in all areas and rooms during cleaning.

At least 50 foot candles: in all areas where food is prepared (except server stations) or where employee works with utensils and equipment such as knives, slicers, etc. where employee safety is a factor.

Light bulbs shall be shielded, coated or otherwise shatter-resistant in areas where there is unpackaged foods, clean equipment, utensils, linens, or unwrapped single use articles.

Minor Violations

- Owner removed all but one light in the prep area to save energy resulting in less than required light intensity.
- Fluorescent tubes are not shielded, coated, or otherwise shatter-resistant in wait station.
- Infrared or other heat lamps are not protected against breakage by a shield or by using shatter resistant bulbs.
- Plastic tube style shatterproof light covers lacking end caps.

Exception:

Shielded, coated, or otherwise shatter-resistant bulbs need not be used in areas used only for storing prepackaged food in unopened packages, if the integrity of the packages cannot be affected by broken glass falling onto them and the packages are capable of being cleaned of debris from broken bulbs before the packages are opened.

39. Thermometers for Hot and Cold Holding Equipment*Thermometers for hot and cold holding equipment*

CALCODE
114157(a-c)
114157(e)

A thermometer +/- 2°F shall be provided and correctly located in each hot and cold holding unit containing potentially hazardous foods.

Minor Violations

- The reach-in refrigerator has a thermometer located in the coldest part of the unit.
- The only thermometer for the walk-in refrigerator is not working.
- The thermometer in the reach-in refrigerator is not easily visible when checking reach-in temperature.
- The warming case containing egg rolls at the front counter does not have a thermometer affixed inside the case.

Exceptions:

This requirement does not apply to equipment for which the placement of a temperature measuring device is not a practical means for measuring the ambient air surrounding the food because of the design, type, and use of the equipment, such as Calrod units, heat lamps, cold plates, bain-maries, steam tables, insulated food transport containers, and salad bars. [114257 (d)]

Thermometers for measuring food temperatures

CALCODE
114159(a-d)

An **accurate** easily readable metal probe thermometer (accurate to +/-2°F) that is designed to measure the temperature of thin masses shall be provided and readily accessible to accurately measure the temperatures of potentially hazardous foods shall be available to the food handler.

Minor Violations

- A metal probe thermometer is not readily available (for example: is locked in the manager's office).
- The temperature measuring devices used for food are not accurate to within +/-2°F.
- A glass stem temperature measuring devices is used to check the temperature of foods other than candy.

Notes: A probe type thermometer need not be of the calibratable type. If a thermometer of this type is found to not be accurate after checking in an ice bath or in boiling water, it will be deemed inoperable by the Environmental Health Specialist and the facility will be required to provide proof for the purchase of a new thermometer.

40. Proper use/storage of wiping cloths

<p>CALCODE 114135 114185.1(a-e) 114185.3(d-e) 114185.5</p>	<p>Sponges shall not be used in contact with cleaned and sanitized or in-use food-contact surfaces.</p> <p>Wiping cloths that are in use for cleaning food spills shall not be used for any other purpose.</p> <p>Cloths used for wiping food spills shall be dry and used for cleaning food spills from tableware and carry-out containers or used only once, or if used repeatedly, held in a sanitizing solution.</p> <p>Dry or wet cloths that are used with raw foods of animal origin shall be kept separate from cloths used for other purposes, and wet cloths used with raw foods of animal origin shall be kept in a separate sanitizing solution.</p> <p>Wiping cloths shall be free of food debris and visible soil.</p> <p>Wet wiping cloths shall be laundered daily or placed into a laundry bag for no further use until laundered.</p> <p>Dry wiping cloths shall be laundered as necessary.</p> <p>If wiping cloths are laundered on the premises, they shall be laundered in a mechanical clothes washer and dryer or in a warewashing sink that is cleaned and sanitized before and after each time it is used to wash wiping towels, wash produce or thaw food.</p>
<p>Minor Violations</p>	<ul style="list-style-type: none"> • Sponges are used for wiping counters in the kitchen. • Wiping cloths used for wiping food spills from prep tables are also used for general cleaning. • Sanitizing solution in wiping cloth bucket is measured less than the required concentration. • Cloths used repeatedly are not held in an approved sanitizing solution. • Dry or wet cloths used with raw animal foods are not kept separate from cloths used for other purposes. • Wet cloths used with raw animal foods are not kept in a sanitizing solution between uses. • Wet wiping cloths are re-used every day without being laundered.
<p>Notes:</p> <p>The following must be satisfied in order to mark Data Field #14 for a major wiping cloth violation:</p> <p>Witnessing direct contamination of food contact surfaces by soiled wiping cloths should be marked in Data Field #14a "Food Contact Surfaces: cleaned and sanitized." If direct contamination of food contact surfaces is not witnessed, but a serious risk of cross-contamination exists due to improper storage and handling of wet/soiled wiping cloths, this may also be marked in Data Field #14a. In order to determine serious risk, a reasonable approach and further investigation is necessary. All of the following conditions must be met in order to mark Data Field #14a when direct cross-contamination is not witnessed:</p> <ol style="list-style-type: none"> 1. The soiled wiping cloth(s) must have come in contact with raw food of animal origin. 2. The soiled wiping cloth(s) must register 0 ppm sanitizer concentration. 3. The soiled wiping cloth must be stored where the contamination of a food contact surface is very likely. <p>All three of the above conditions must be present in order to mark a wiping cloth violation a major, when the direct cross-contamination has not been witnessed.</p> <p>All other wiping cloths violations that do not fall into the above scenarios shall be marked as a minor violation under Data Field #40.</p> <p>Wiping cloths are considered a special-use type of linen that are to be used for no other purpose. Common sense and a reasonable and practical approach, will be used when determining if a wiping cloth is so soiled that it must be laundered or if a sanitizing solution so debris-laden that it must be changed.</p>	

PHYSICAL FACILITIES

41. Plumbing maintained; proper backflow prevention

<p>CALCODE 114190 114192 114171 114189.1 114193 114193.1 114199 114201 114269</p>	<p>All plumbing and plumbing fixtures shall: be installed in compliance with applicable local plumbing ordinances, be maintained so as to prevent any contamination, be kept clean, fully operative, and in good repair.</p> <p>All equipment that discharges liquid waste shall be drained by means of indirect waste pipes, and all wastes drained by them shall discharge through an air gap into a floor sink or other approved type of receptor.</p> <p>Air gaps at water supply inlets must be at least twice the diameter of the inlet and no less than 1 inch.</p> <p>Floor sinks shall be visible and accessible for cleaning.</p> <p>Warewashing machines may be connected directly to the sewer immediately downstream from a floor drain, or they may be drained through an approved indirect connection.</p> <p>The potable water supply shall be protected with a backflow or back siphonage protection device when required by applicable plumbing codes.</p> <p>Exposed piping of a non-potable water system shall be identified so that it is readily distinguishable from piping that carries potable water.</p> <p>Liquid waste drain lines shall not pass through an ice machine or ice storage bin.</p>
<p>Minor Violations</p>	<ul style="list-style-type: none"> • Plumbing and plumbing fixtures are not installed in compliance with local plumbing ordinances, are not maintained to prevent contamination, are not fully operative, or in good repair. • Non-potable water piping is not identified so as to be readily distinguishable from potable water piping. • Liquid waste drain lines pass through an ice machine or ice storage bin. • A hose used for conveying potable water is used for a variety of other purposes, or it is not clearly labeled as to its use • Floor sinks are not readily visible or accessible for cleaning. • Condensation pooling at the bottom of a reach-in refrigerator due to a plugged copper line. • Waste line from prep sink extends into floor sink (air gap requirement for waste lines are a minimum of 1 inch or at least the diameter of the waste line). • Spray nozzle attached to a faucet at warewashing sink dangles below rim of sink. Hose connected to mop sink faucet without a backflow prevention device. • Food preparation sink drain line is directly connected to sanitary sewer. • Sink or faucet is leaking. • Plumbing connections do not meet plumbing code requirements. • Espresso machine waste line is draining in hand wash sink. • Condenser unit in walk-in refrigerator is dripping onto floor or in a bucket.
<p>Notes: Mop sinks and sinks equipped with threaded faucets for installing a hose shall have a back flow prevention device installed.</p>	
<p>Exceptions: This section does not require warewashing sinks to be indirectly plumbed when the local building official determines that the sink should be directly plumbed. Warewashing sinks in use prior to January 1, 1996 that are directly plumbed are not required to meet current code requirement.</p>	

42. Garbage and refuse properly disposed

<p>CALCODE 114244(a-c) 114245 114245.1 114245.2 114245.3 114245.4 114245.5 114245.6 114245.7 114245.8</p>	<p>All food waste and rubbish shall be kept in leak proof and rodent proof containers. Containers shall be provided and covered at all times. All waste must be removed and disposed of as frequently as necessary to prevent a public health hazard or nuisance. The exterior of each food facility shall be kept clean and free of litter and rubbish.</p>
<p>Minor Violations</p>	<ul style="list-style-type: none"> • Waste receptacles are not available for customers when needed. • Indoor trash storage area does not comply with requirements for floors, walls, ceilings, or vermin exclusion requirements. • Outside waste storage area or enclosure is not constructed of nonabsorbent material or is not easily cleanable, durable, or sloped to drain. • Dumpster lids are left open / broken / missing. • Refuse, recyclables, or returnables are not kept in nonabsorbent, durable, cleanable, leak proof, and rodent proof containers. • Outside refuse enclosure is not kept clean and free of debris. • Trash cans and/or dumpsters have grime/dirt/debris buildup. • Refuse containers are not removed frequently enough or cleaned enough to minimize the development of objectionable odors or conditions that attract or harbor insects or rodents. • Facility has no equipment or supplies to properly clean waste receptacles or off-premises cleaning services are not provided. • Cardboard or other packaging material that is stored outside creates a rodent harborage problem. • Animal byproducts and inedible kitchen grease is not disposed of as required.
<p>Exceptions: Refuse containers inside a food facility do not need to be covered during periods of operation. Off-premises-based cleaning services may be used if on-premises cleaning implements and supplies are not provided. 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.</p>	
<p>Notes: Section 114271(b)(2) exempts areas where food is stored only in unopened bottles, cans, cartons, sacks, or other original shipping containers from the wall and ceiling requirements required by other sections of this part. This is typically the area where a cardboard baler may be installed and operated in a grocery store. Facilities that compost must dispose of it as frequently as necessary to prevent the creation of a nuisance.</p>	

43. Toilet facilities clean, supplied, and maintained

<p>CALCODE 114250</p>	<p>Toilet facilities shall be maintained clean and in good repair. Restroom doors shall be kept closed, well fitting, and provided with a self-closing device. Restrooms shall be provided and conveniently located and accessible for use by employees during all hours of operation. Toilet tissue shall be provided in a permanently installed dispenser at each toilet. The number of toilet facilities shall be in accordance with local building and plumbing ordinances. Toilet facilities shall be provided for patrons: in establishments offering on-site food consumption, or a food facility with more than 20,000 square feet of floor space.</p>
<p>Minor Violations</p>	<ul style="list-style-type: none"> • Owner converts restroom to an office, resulting in a toilet facility that does not meet local building and plumbing ordinances • Restroom is not maintained clean/sanitary. • Stall doors are broken. • Self-closing device on restroom door is not working. • Toilet is not operable (if the facility's only toilet is inoperable, it would be considered a major violation under Data field #22, and the facility would be subject to closure). • Toilet paper dispenser is broken.

	<ul style="list-style-type: none"> • Toilet paper is not available in one of the stalls. • Restroom is not conveniently located and accessible to employees at all times the facility is in operation. • Toilet paper is stored outside of dispenser. • Food facility built before January 1, 2004 with on-site food consumption and no customer restrooms does not have sign posted in a public area stating that toilet facilities are not available.
<p>Notes:</p> <p>Food facilities located within amusement parks, stadiums, arenas, food courts, fairgrounds, 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 in travel distance of each food facility and are readily available for use by employees. Any food facility taking advantage of this allowance must be provided with approved handwashing facilities for employee use. [§114250.1 (a)]</p> <p>A food facility that was approved prior to July 1, 2007 with toilet facilities within 300 feet is not required to meet the 200 foot requirement. [§114250.1 (b)]</p>	

44a. Premises kept free of debris and unnecessary equipment	
CALCODE 114257 114257.1	<p>The premises of a food facility shall be kept clean fully operative, and in good repair.</p> <p>The premises of a food facility shall be free of litter and items that are unnecessary to the operation or maintenance of the facility, such as equipment that is nonfunctional or no longer used.</p>
Minor Violations	<ul style="list-style-type: none"> • Broken stove stored in the back of the restaurant. • Excessive litter observed outside in parking lot. • Unorganized and cluttered storage rooms.

44b. Appropriate use of equipment	
CALCODE 114123 114143(a-b)	<p>Handwashing, warewashing, and food preparation sinks shall not be used for the cleaning of maintenance tools, the preparation or holding of maintenance materials, or the disposal of mop water and similar liquid wastes.</p> <p>Open-air barbecues or outdoor wood-burning ovens must be operated on the same premises as, in reasonable proximity to, and in conjunction with a permanent food facility that is approved for food preparation and they must be located in an area that will not constitute a fire hazard.</p>
Minor Violations	<ul style="list-style-type: none"> • Employee observed dumping soiled mop water into the warewashing sink. • Hand washing sink or food preparation sink used for washing dishes.

44c. Janitorial area provided, maintained, and kept clean	
CALCODE 114281 114282 114279(a)	<p>A separate room, area, or cabinet shall be provided for the storage of cleaning equipment and supplies.</p> <p>Mops shall be placed in a position that allows them to air dry without soiling walls, equipment, or supplies.</p> <p>At least one curbed cleaning facility or janitorial sink equipped with hot and cold water and drain shall be provided.</p>
Minor Violations	<ul style="list-style-type: none"> • A mop, bucket, floor brooms, and cleaning supplies were stored in a way that contamination of utensils would be likely. • Mop sink was removed from the facility to provide room for a new refrigerator.

44d. Employee personal items stored in approved location

CALCODE 114256 114256.1 114256.2 114256.4	Employee lockers, employee personal storage areas, and areas designated for employees to eat and drink shall be located in an area that will prevent potential contamination of food, equipment, linens, and single-use articles. Lockers or other suitable facilities shall be provided for personal items. Dressing rooms or dressing areas shall be provided and used by employees if the employees regularly change their clothes in the facility. Medications that are in a food facility for employee use shall be labeled and stored in a designated storage area for personal items. First aid supplies that are in a food facility for employee use shall be identified with a legible manufacturer's label and stored in a kit or a container that is located so as to prevent the potential for contamination.
Minor Violations	<ul style="list-style-type: none">• Employees' personal cell phone and car keys found on food preparation surface or shelf next to clean cooking utensils.• Open vitamin bottle containing vitamins stored on shelf above food preparation.• Personal tooth brush and tooth paste found near handwash station in kitchen.• Stacks of old newspaper and junk mail on storage shelves next to clean cups.• Prayer station located on top of food prep area.
Exceptions: Restricted food service facilities and nonpermanent food facilities shall not be required to comply with the above, but no person shall store clothing or personal effects in any area used for the storage and preparation of food.	

44e. Facility is equipped to prevent vermin entrance/harborage

CALCODE 114067(j) 114259 114259.2 114259.3	A food facility shall be constructed, equipped, maintained, and operated to prevent the entrance and harborage of animals, birds, and vermin. Pass-through window service openings shall be limited to 216 square inches each. The service openings shall not be closer together than 18 inches. Each opening shall be provided with a solid or screened window, equipped with a self-closing device. Pass-through windows of up to 432 square inches are approved if equipped with an air curtain device. The counter surface of the service openings shall be smooth and easily cleanable. Insect control devices that are used to electrocute or stun flying insects shall be designed to retain the insect within the device. Insect control devices shall be installed so that the devices are not located over a food or utensil handling area and dead insects and insect fragments are prevented from being impelled onto or falling on non-prepackaged food, clean equipment, utensils, linens, and unwrapped single-use articles. During non-operating hours and periods of inclement weather, satellite food service operations shall be completely enclosed to exclude vermin, or stored inside the fully enclosed permanent food facility.
Minor Violations	<ul style="list-style-type: none">• Fly electrocution device installed over a food preparation table.• Front or back door to facility propped open and no screen door in place to prevent the entrance of flying insects.• Gap under the back door greater than ¼ of an inch.• The drive thru window left open.• Deactivated air-curtain.• Holes in window screens.• Gaps in wall around plumbing.• Fly swatter in use to kill flies in facility.• Back door to food prep area lacks self-closing device.

PERMANENT FOOD FACILITIES

45. Floors, walls, and ceilings are maintained and kept clean

<p>CALCODE 114257 114143(d) 114266 114268 114268.1 114271 114272</p>	<p>All food facilities, equipment, and utensils shall be kept clean fully operative, and in good repair.</p> <p>Each permanent food facility shall be fully enclosed in a building consisting of permanent floors, walls, and an overhead structure.</p> <p>The floor surfaces in all areas where food is prepared, prepackaged, or stored, where any utensil is washed, where refuse or garbage is stored, where janitorial facilities are located, and in all toilet and handwashing areas shall be smooth, of durable construction, and of nonabsorbent material that is easily cleanable.</p> <p>Floor surfaces shall be coved at the juncture of the floor and wall with a 3/8 inch minimum radius coving and shall extend up the wall at least 4 inches, except in areas where food is stored only in unopened bottles, cans, cartons, sacks, or other original shipping containers.</p> <p>Except for dining and serving areas, the use of sawdust, wood shavings, peanut hulls, or similar materials is prohibited.</p> <p>The walls and ceilings of all rooms shall be of a durable, smooth, nonabsorbent, and easily cleanable surface.</p> <p>Mats and duckboards shall be designed to be removable and easily cleanable.</p> <p>If an open-air barbecue or outdoor wood-burning oven is a permanent structure, it shall be equipped with an impervious and easily cleanable floor surface that extends a minimum of five feet from the open-air barbecue or outdoor wood-burning oven facility on all open sides.</p>
<p>Minor Violations</p>	<ul style="list-style-type: none"> • Walls and/or floors in food preparation area have an accumulation of dried food debris. • Unsealed terra cotta tile is installed in the restroom. • Wall behind warewashing washing sink is deteriorated due to water damage. • Floor in food preparation area has topset base coving. • Broken floor tiles are observed in food preparation areas. • Ceiling vents have a large quantity of dirt and dust buildup on them. • Unapproved flooring is installed in food preparation areas. • Perforated ceiling panels are installed over an area where non-prepackaged food is handled.
<p>Exceptions:</p> <p>A food facility that is not fully enclosed on all sides and that was in operation on January 1, 1985, does not need to meet this requirement until the facility is remodeled, has a significant menu change or significant change in its method of operation. [114266 (a)]</p> <p>Dining areas or any other operations approved for outdoor food service are not required to be enclosed. [114266(b)]</p> <p>A produce stand that was in operation prior to July 1, 2007 may have no more than one side open to the outside air during business hours. [114266(c)]</p> <p>Public and private schools constructed before July 1, 2007 need not comply with the floor and coving requirements provided that the existing floor surfaces are maintained in good repair and in a sanitary condition. [114268(c)]</p> <p>The use of approved dust-arresting floor sweeping and cleaning compounds during floor cleaning operations or the use of anti-slip floor finishes or materials in areas where necessary for safety reasons will not be prohibited. [114268(e)]</p> <p>Spills or drippage on floors that occur between normal floor cleaning times may be cleaned without the use of dust-arresting compounds and, in the case of liquid spills or drippage, with the use of a small amount of absorbent compound such as sawdust or diatomaceous earth applied immediately before spot cleaning. [114268.1]</p> <p>The walls and ceilings in the following areas need not be of a durable, smooth, nonabsorbent, and easily cleanable surface. [114271]</p> <ol style="list-style-type: none"> 1. Bar areas in which alcoholic beverages are sold or served directly to the consumers, except wall areas adjacent to bar sinks and areas where food is prepared. 2. Areas where food is stored only in unopened bottles, cans, cartons, sacks, or other original shipping containers. 3. Dining and sales areas. 4. Offices. 5. Restrooms that are used exclusively by the consumers, except that the walls and ceilings in the restrooms shall be of a nonabsorbent and washable surface. 	
<p>Notes:</p> <p>Acoustical paneling is acceptable if installed not less than 6 feet above the floor, and meets the above requirements. [114271(c)]</p> <p>Conduits must be installed within walls and ceilings as much as practicable, and if not they shall be mounted or enclosed to facilitate cleaning. [114271(d)]</p> <p>Attachments to walls and ceilings, such as light fixtures, mechanical room ventilation system components, vent covers, wall mounted fans, decorative items, and other attachments, shall be easily cleanable. [114271(e)]</p>	

46. No living or sleeping quarters inside facility	
CALCODE 114285 114286	No sleeping accommodations shall be maintained or kept in any room where food is prepared, stored, or sold. Living or sleeping quarters located on the premises of a food facility shall be separated from rooms and areas used for food facility operations by complete partitioning. No door or other opening shall be permitted in the partition that separates the food facility from the living or sleeping quarters.
Minor Violations	<ul style="list-style-type: none"> • A sofa with a sleeping bag is located in the back of the restaurant. • Employee is observed sleeping under front counter on foam mat and covered in a blanket.
Exceptions: Restricted food service facilities are exempt provided that no sleeping accommodations are in any area where food is prepared or stored.	

SIGNS / REQUIREMENTS

47a. All required signs are posted or available as required	
CALCODE 113725.1 113953.5 113978 114381(e)	A copy of the most recent routine inspection report shall be maintained at the food facility and made available upon request. A sign or poster that notifies food employees to wash their hands shall be posted at all handwashing lavatories used by food employees, and shall be clearly visible. Food facilities shall have "no smoking" signs posted as required. The Permit to Operate shall be posted in a conspicuous place within the food facility.
Minor Violations	<ul style="list-style-type: none"> • Handwashing sign is not posted at handwashing sinks used by food employees. • Permit is not posted in conspicuous location.
Exception: Handwash signage is not required in the toilet rooms used by guests only or in toilet rooms of restricted food service facilities.	

47b. Placard posted in approved location	
Sonoma County Code	Upon completion of a routine inspection or reinspection, the Environmental Health Specialist shall post at every food establishment the appropriate placard. The placard shall be posted so as to be clearly visible to the general public and to patrons entering the food establishment. <ol style="list-style-type: none"> 1. Posted in the front window of the food establishment within five feet of the front door. 2. Posted in an outside display case within five feet of the front door of the food establishment. 3. Posted in a location approved by the Health Officer to ensure proper notice to patrons and the general public. 4. Tamper proof tape shall be used to secure yellow or red placard.
Minor Violations	<ul style="list-style-type: none"> • The placard has been defaced, marred or camouflaged. • Placard is removed or hidden by placing something in front of it.
Note: Placard removal, marring, or relocating may result in a reinspection or compliance conference. Fees may be charged.	

47c. Facility inspection report is available upon request	
CALCODE 113725.1	A copy of the most recent routine inspection report conducted to assess compliance with this part shall be maintained at the food facility and made available upon request. The food facility shall post a notice advising consumers that a copy of the most recent routine inspection report is available for review by any interested party.
Minor Violations	<ul style="list-style-type: none"> • A copy of the most recent routine inspection report is not made available upon request.
Notes: The Official Inspection Report (OIR) shall be maintained at the food establishment and shall be available to patrons and the general public for review upon request. The food establishment shall keep the OIR until such time as the Environmental Health Specialist completes the next routine inspection or reinspection and issues a new OIR.	

COMPLIANCE AND ENFORCEMENT	
48. Compliance with plan review requirement	
CALCODE 114380	A person proposing to build or remodel a food facility shall submit building plans to Environmental Health & Safety for approval before starting any new construction or remodeling.
Minor Violations	<ul style="list-style-type: none"> • Building plans for a new food facility or plans for a minor remodel to an existing facility have not been approved by the Environmental Health & Safety prior to beginning construction. • 3-compartment sink is installed without submitting plans. • New equipment (walk-in refrigerator or cold-top refrigerator, etc.) is added to facility without approval.
<p>Notes:</p> <p>Plans may be required by the enforcement agency due to the addition of new menu items which would require a change in the food facility's food preparation methods, equipment, or storage capacity previously approved by the local enforcement agency.</p> <p>Structural and sanitation requirements are based on the food service activity to be conducted, the type of food that is prepared or served, and the extent of food preparation that is to be conducted at the food facility.</p>	

49. Facility operating with a valid permit	
CALCODE 114067(b-c) 114381	<p>A food facility shall not be open for business without a valid health permit.</p> <p>Satellite food service shall only be operated by a fully enclosed permanent food facility that meets the requirements for food preparation and service and that is responsible for servicing the satellite food service operation.</p>
Minor Violations	<ul style="list-style-type: none"> • When a food facility is open for business and does not have a valid health permit. • Satellite food service is not operated in conjunction with a fully enclosed permanent facility or written procedures are not available.
<p>Notes:</p> <p>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 (e.g., an outdoor beverage bar). Satellite food service does not include remote food service operations located within a fully enclosed food facility.</p> <p>Food facilities that operate without a valid permit shall be subject to closure and a penalty fee not to exceed three times the cost of the permit may be charged. (§114387)</p> <p>For purposes of enforcement, the Environmental Health Specialist may, during the facility's hours of operation or other reasonable times, enter, inspect, issue citations to, and secure any sample, photographs, or other evidence from a food facility.</p>	

OTHER CODE VIOLATIONS THAT MAY ARISE NOT DESCRIBED ABOVE

Food/equipment impounded or VC&D completed	
CALCODE 114393	Based upon inspection findings or other evidence, the enforcement officer may impound food, equipment, or utensils that are found to be unsanitary or in such disrepair that food, equipment, or utensils may become contaminated or adulterated.
Minor violations	<ul style="list-style-type: none"> • The observed use of non-functioning refrigerator to hold potentially hazardous foods (repeat violation).
<p>Note:</p> <p>This item is marked when food, equipment, or utensils have been impounded or the operator is observed using food or equipment that has been impounded by the enforcement agency.</p> <p>This item is also marked if any food item is deemed unfit for consumption due to time/temperature abuse, contamination or any other such circumstances that would create an imminent health hazard that can only be eliminated by the condemnation and destruction of the food items(s).</p>	

Permit suspension; temporary closure required	
CALCODE 114405	A Permit to Operate may be suspended or revoked by the enforcement officer for a violation of this part. Any food facility for which the permit has been suspended shall close and remain closed until the permit has been reinstated.
<p>Note:</p> <p>This item is marked when a food facility's permit has been suspended.</p>	

INDEX

A

Air gap. See #41

B

Bare hand and arm contact. See #5

Beverage

Dispensing. See #36

Tubing-installation of. See #35

Bread-wrapping of. See #27

Bulk milk container dispensing tubes. See #27

C

Can openers, requirement. See #35

Cardboard. See #35

Clean tableware at buffets. See #24

Cleaning equipment

Storage of. See #44c

Clothes washer or dryer. See #36

Condensation lines. See #41

Copper pipe or material. See #35

Customer access through preparation area. See #24

Cutting boards

Scratched and scored. See #35

Use of. See #27

D

Dented cans. See #13

Display tanks

Molluscan. See #35

Shellstock maintained. See #16

Distressed food storage. See #30b

Dollies, pallets, racks, or skids

Construction of. See #35

Dumpster lids open. See #42

E

Eggs-Unpasteurized shell eggs

Highly susceptible populations. See #20

Electrical power. See #35

Equipment

6 inches off ground. See #35

ANSI approved. See #35 Cleaning of food contact surfaces. See #14a

Cleaning of non-food contact surfaces. See #33

Fully operative, good repair. See #35

Storage of. See #36

Sufficient for hot and cold holding. See #35

Table mounted with 4 inch legs to facilitate cleaning. See #35

F

Fingernails not trimmed. See #5

Floor sinks-visible. See #41

Fly zappers. See #44e

Foggers. See #35

Food

Preparation within fully enclosed facility. See #27

Protected from contamination. See #27

Protected from cross-contamination. See #27

Raw over ready. See #27

Space for storage. See #30a

Storage area clean. See #30a

Stored 6 inches off ground. See #30a

Food containers

Unapproved. See #27

Food infesting insects. See #23

Food shall be inspected. See #13

G

Gloves

Proper use of. See #5

Slash-resistant. See #5

Use with cuts, sores. See #2

H

Hand sanitizer

Not properly applied. See #5

Not when required. See #5

Splashguard. See #6

Handwashing

At warewashing sink. See #34

Hair Restraints See #25

Hood. See Ventilation

I

Ice machines

Cleaning. See #14a

Ice tea dispensers

Cleaning requirement. See #14a

Improper use of

Handwashing, warewashing, preparation sink. See #44b

J

Janitorial sink

Lack of. See #44c

L

Lighting

Shatterproof. See #38

Linen

Clean. See #36

Covering food. See #36

In contact with food. See #36

Laundrying of. See #36

Storage of. See #36

Liquid, frozen, and dry eggs and egg products shall be obtained pasteurized. See #15

M

Manual warewashing

Procedure / Sanitizer / Temperature. See #14b

Medications. See #44d

Milk dispensing tubes. See #27

Multi-use utensils

Handled. See #36

Storage while in use. See #36

O

Open-air-barbecues

Location of. See #44b

P

Packaged foods stored in ice or water. See #30b

Pass-thru windows. See #44e

Plastic bags. See #35

Preparation sink requirement. See #35

Pressurized cylinders. See #36

R

Rice scoop. See Multi-use utensils

Raw food over ready-to-eat. See #27

S

Scoops without handles. See #36

Self-closing device

For facility. See #44e

Restroom. See #43

Shellstock

Tanks maintained. See #16

Shopping bags

For food storage. See #35

Single-use utensils. See #36

Slash-resistant gloves. See #5

Sneeze guards. See #27

Splashguard. See #6

Sponges. See #40

Hot / Warm / Supplied. See #21

Storage areas

Approved. See #36

T

Tableware

Preset. See #36

Temperature measuring device for warewashing machine. See #34

Testing equipment

To measure sanitizer. See #34

Thermometer

Cooking. See #39

In hot and cold storage equipment. See #39

Toilet paper

Lack of (major). See #22

Lack of (minor). See #43

U

Utensils

Fully operative, good repair. See #35

Not clean. See #14a

Provided at self-service containers. See #31a

Storage of. See #36

Utensils and equipment

Installed and constructed to facilitate cleaning. See #35

Made of wood. See #35

Operative, good repair. See #35

V

V type threads. See #35

Ventilation

In kitchen. See #38

In restroom. See #38

Vermin

Presence in food. See #13

Presence in facility See #23

Prevention from. See #44e

W

Warewashing

Data plate. See #34

Equipment to measure sanitizer. See #34

Handwashing at. See #34

Lack of sink. See #34

Temperature measuring device. See #34

Water