

## **Food Service and Pool Sanitation Program**

### **I. Policy**

It is the policy of California State University, Fullerton to protect faculty, staff, students, and the general public from unsafe pathogenic illnesses caused by inadequate sanitation. The overall safety of faculty, staff, students, and the general public is the main focus of this program so as to not subject them to avoidable and unreasonable risks and/or accidental injury or illness. To accomplish this, Environmental Health and Safety (EHS) will coordinate appropriate proactive, investigative, and corrective measures concerning food facility and swimming pool sanitation.

### **II. Authority**

California Health and Safety Code §109875 - §110040, §113700 - §114437, §116025 - §116068, and California Code of Regulation (CCR) Title 22 § 65501 - 65551. These regulations govern sanitation of permanent and itinerant restaurants and swimming pools. The California Department of Public Health is responsible for enforcement of these regulations. Environmental Health and Safety (EHS) is responsible for local enforcement of these regulations as representatives of the California Department of Public Health.

### **III. Scope**

The scope of this program shall include all on-campus food sales, including student sales, and all pool facilities. Responsibilities outlined in this program rest with EHS, Capital Programs and Facilities Management, Dean of Students, Associated Students Inc., and Auxiliary Services Corporation.

### **IV. Definitions**

**Food Facility** – An operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption at the retail level.

**Temporary Food Facility** – A food facility approved by EHS that operates at a fixed location for the duration of an approved community event or at a swap meet and only as a part of the community event or swap meet.

### **V. Responsibilities**

- A. Environmental Health and Safety
  - 1. Develop and maintain the Food Facility and Pool Sanitation program. Make the program available to affected departments.

2. Conduct routine inspections of food facilities including carts, temporary food booths erected for campus and student events, and swimming pools as outlined in Section V.
3. Provide assistance to individual departments concerning the implementation of the program.
4. Respond to and investigate complaints of alleged foodborne illness.
5. Authorize food sales by student groups in cooperation with Dean of Students.
6. Arrange for the review of construction plans with regard to proposed food facility and pool design as well as other safety considerations.
7. Maintain sanitation inspection records.
8. Act as local enforcement agency relating to retail food facility and pool sanitation.

B. Auxiliary Services Corporation and Dining Services

1. Ensure training is provided to all food service employees and conduct operational inspections for all food service sites and operations.
2. Maintain appropriate permits issued by EHS.
3. Forward reported cases of foodborne illnesses to EHS within 24 hours of notification.
4. Implement corrective measures in cases where violations of the California Retail Food Code are discovered.
5. Participate with EHS in conducting food service inspections.
6. Ensure all aspects of this program are followed.
7. Perform corrective measures in a timely manner.

C. Associated Student Inc.

1. Consult with EHS prior to changes to food service and swimming pool facilities within ASI facilities.
2. Maintain facilities and services as required by health code within ASI facilities.
3. Notify EHS whenever utility services (i.e., gas, water, electricity, sewer) are interrupted to food service or swimming pool facilities within ASI facilities.
4. Accompany EHS on food service and swimming pool inspections as necessary.

5. Perform corrective measures in a timely manner as agreed upon by the inspector.

D. Facility Management

1. Consult with EHS prior to changes to food service and swimming pool facilities within state-side facilities.
2. Maintain facilities and services as required by health code within state-side facilities.
3. Notify EHS whenever utility services (i.e., gas, water, electricity, sewer) are interrupted to food service or swimming pool facilities within state-side facilities.
4. Accompany EHS on food service and swimming pool inspections as necessary.
5. Perform corrective measures in a timely manner as agreed upon by the inspector.

E. Planning, Design & Construction

Ensure all food facility and swimming pool construction projects are designed and built according to health and safety code specifications.

## VI. Program

A. Inspection of Food Facilities

1. Scope
  - a. All campus food service facilities including mobile food carts, vending machines, and temporary/permanent food booths.
  - b. Student organization events.
  - c. Community events held on campus including the Arboretum.
2. Permits and Approvals
  - a. Retail food establishment operators are required to obtain an annual Food Facility Permit from EHS for each retail food facility location.
  - b. Temporary Food Facility (TFF) operators are required to obtain a Temporary Food Facility Permit from EHS for each individual special event on campus. TFFs are required to operate according to the Vendor Guidelines for Temporary Food Facilities.

- c. Student events involving food sales must receive approval from EHS prior to the event. The approval process will be managed by the Dean of Students.
3. Inspection Frequency
- a. Unannounced inspections will be conducted at restaurant facilities once every four months. Food facilities which serve only prepackaged items, vending machines, and concession stands will be inspected annually.
  - b. In the event major violations are discovered during an unannounced inspection and not corrected during that inspection, a follow-up inspection may be conducted within two weeks after initial inspection date.
  - c. Inspections and subsequent investigations will also be conducted in the event of a complaint or reported case of foodborne illness.
  - d. Temporary food booths, including student sales and special events, may be inspected the day of the event.
4. Violations, Permit Suspensions, and Closures
- a. Following each inspection, a written report including deficiencies discovered during the inspection shall be provided to the operator or owner of the facility and appropriate management. The facility is required to correct these deficiencies or show cause why the deficiencies do not constitute a violation of the Health and Safety Code within 15 days of receipt of the inspection report. Failure to comply with any applicable Health and Safety code may result in the suspension of the facility's permit to operate.
  - b. If an immediate danger to public health and safety is found and not immediately corrected or correctable, EHS may temporarily suspend the facility's operating permit and order the facility to close immediately. Immediate danger to public health are based conditions discovered during an inspection that can cause food infection, food intoxication, disease transmission, or hazardous condition, including but not limited to, unsafe temperature, sewage contamination, non-portable water supply, or an employee who is a carrier of a communicable disease.
  - c. Whenever a permit is suspended as a result of an immediate threat to public health, EHS shall immediately report the condition(s) to the owner/operator of the facility and appropriate management and attempt to assist the facility in mitigating the condition(s). The facility

shall remain closed and the permit suspended until condition(s) are abated and written authority to restart food activities is given.

- d. Depending on the severity of the violation, EHS may, after allowing ample opportunity for deficiency correction, issue a Notice of Violation or immediately suspend the facility's operating permit.

## B. Inspection of Swimming Pools

Pool inspections will be conducted on a quarterly basis by EHS to ensure the safety of swimmers. Swimming pool water quality parameters such as chlorine and cyanuric acid level, pH, and turbidity will be monitored during EHS inspections. In addition, the operation and availability of safety devices such as ground fault interruptions connections and floatation aids will be inspected. Inspection records will be maintained by EHS and made available upon request.

Following Center for Disease Control and Prevention protocols, swimming pools shall be closed to the public in the event of fecal contamination, disinfectant feeder failure, or any other imminent threat to swimmer safety.

## C. Complaints

Members of the campus community are encouraged to report cases of foodborne illness and unsanitary or dangerous conditions or practices associated with retail food facilities, student food sales, or campus swimming pools to EHS.

Complaints may be submitted by phone at (657)278-7233, email to [EHSFoodSafety@fullerton.edu](mailto:EHSFoodSafety@fullerton.edu), or using the online 'Report a Hazard' form at [www.ehs.fullerton.edu](http://www.ehs.fullerton.edu) anonymously to prompt investigative action.

**Responsible Executive:** Vice President for Administration and Finance

**Responsible Office:** Environmental Health and Safety

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