

FOR BOARD OF HEALTH USE ONLY

Date Received _____

Date Inspected _____

Approved by _____

Permit #Issued _____

2013

FOOD ESTABLISHMENT PERMIT APPLICATION

(Application must be submitted at least 30 days prior to planned opening date)

1. Establishment Name																
2. Establishment Address																
3. Establishment Mailing Address (if different)																
4. Establishment Telephone #																
5. Applicant Name & Title																
6. Applicant Address																
7. Applicant Telephone #	24 Hour Emergency Telephone #															
8. Owner Name & Title (if different from applicant)																
9. Owner Address (if different from applicant)																
10. Establishment Owned by: <input type="checkbox"/> An association <input type="checkbox"/> A corporation <input type="checkbox"/> An individual <input type="checkbox"/> A partnership <input type="checkbox"/> Other legal entity	11. If a corporation or partnership, give name, title, and home address of officers or partner. <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left;"><u>Name</u></th> <th style="text-align:left;"><u>Title</u></th> <th style="text-align:left;"><u>Home Address</u></th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	<u>Name</u>	<u>Title</u>	<u>Home Address</u>												
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12. Person Directly Responsible for Daily Operations (Owner, Person in Charge, Supervisor, Manager, etc.)																
Name & Title																
Address																
Telephone #	Fax															
Emergency Telephone #																
13. District or Regional Supervisor (if applicable)																
Name & Title																
Address																
Telephone #	Fax															

Highlights of 105 CMR 590.000

Minimum Standards for Food Establishments

Physical Construction of the Establishment:

- Floors- Surfaces in all food storage, food preparation, utensil washing rooms, and walk-in units shall be non absorbent and easily cleanable.
- Ceilings and walls-Food preparation and utensil wash room wall surfaces shall be washable up to at least the highest level reached by splash or spray. Ceiling and wall surfaces shall be maintained in a sanitary condition and in good repair.
- Food Storage Areas-All food shall be stored off the floor at minimum height of six (6) inches above the floor, or on skids, pallets or dollies providing that these areas are accessible to cleaning.
- Shelves- Shall be composed of non absorbent, easily cleanable surface.
- All storage areas shall be maintained in a clean and sanitary manner.
- Employee locker rooms shall be provided for personal belongings.
- Employee dressing rooms shall be provided if employees routinely change clothes.
- Any food items are removed from original containers (i.e. sugar, flour, salt) shall be stored in a container and properly labeled.
- Storage of toxic materials such as cleaners shall be stored separately from food storage and paper good times.

Food Preparation Areas:

- Hand washing sinks shall be required in food preparation areas.
- Soap dispensers and paper towels shall be required.
- Light Fixtures in food preparation areas shall be required to be shielded.
- All food contact surfaces (i.e. cutting boards) shall be free from gauges or defects.
- Walls and ceilings in food preparation areas shall be smooth non absorbent and easily cleanable.
- Pot and Utensil storage shall be provided.
- Pots shall be stored on metal racks inverted downward. Utensils such as knives shall be stored in knife racks composed of cleanable material. Use of cardboard for storage is prohibited.

Kitchen Area:

- Drain-boards are required on two and three compartment sinks.

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- Sinks shall be composed of stainless steel.
 - Shelving in walk-in refrigerator and freezer units shall be constructed of a nonabsorbent material and easily cleanable.
 - Thermometers are required in all refrigeration units. Stem thermometers or infrared thermometers are also required to test temperatures of foods that are held in steam tables.
 - Cloths used to wipe off food spills shall be rinsed between uses in a sanitizing solution to prevent the spread of contamination.

Employee Health:

No employee shall be allowed to work in any capacity at a food establishment while infected with:

- A disease that is communicable in nature and could be transmitted.
- A carrier of organism that could cause a disease or affected with a boil, wound or acute respiratory infection.

Employee Cleanliness and Practices

- Employees that participate in food preparation shall thoroughly wash their hands with soap or detergent and warm water before starting work, after smoking, eating use of bathroom, and as needed during work to prevent the contamination of food.
- All employees are required to wear clean outer clothing.
- Hair restraints shall be required while working in food preparation areas to prevent contamination of food.
- Designated smoking and eating areas shall be located outside of the buildings away from entrances where smoke can come back into the buildings. Refer to the Marion Sanitary Code, Section 11-Tobacco, for specifics on regulations pertaining to smoking in public places.

Public and Employee Restrooms

- Hand cleansing soap from a dispensing unit and paper towels shall be provided at all hand-wash sinks.
- Doors shall not open directly into areas where food is handled, stored, or prepared unless toilet rooms are equipped with automatic exhaust fans.
- Doors shall be tight fitting and self closing.
- Employee hand-wash signs shall be provided in all employee restrooms.
- Ventilation shall be provided in all restrooms.

Serv Safe Certification

All food service establishments shall have at least one employee with *Serv Safe* Certificate. Class schedules can be found at the Board of Health offices.

Food Allergen Labeling

The Food Allergen Labeling and Consumer Protection Act of 2004 (FALCPA) addresses the labeling of foods that contain any of the eight major food allergens.

FALCPA defines "major food allergens" as

Milk	Fish
Egg	Crustacean Shellfish
Peanuts	Tree Nuts
Soybeans	Wheat

All ingredients that contain a major food allergen must be labeled, even if they are exempted from labeling by being a spice, flavoring, coloring or incidental additive.

FALCPA requires the labeling of food allergens in one of two ways.

1. In the ingredient statement, include the common or usual name of the food source, followed by the name of the allergen in parentheses. For example: Ingredients: Flour (wheat), whey (milk)
 2. After the ingredient statement, place the word, "Contains:" followed by the name of the food allergen. For example: *Contains: Wheat, Milk*
- FALCPA requires that:
- For Tree Nuts, the specific type of nut must be declared.
Example: almonds, pecans, walnuts
 - For Fish and Crustacean Shellfish, the species must be declared:
Example: cod, salmon, lobster, shrimp

FALCPA's requirements apply to all packaged foods sold in the United States, including both domestically manufactured and imported foods.

Resource Information on Labeling

Principal display panel
105 CMR 520.101
21 CFR 101.0

Information panel
105 CMR 520.102
21 CFR 101.2

Identity labeling of food
105 CMR 520.103
21 CFR 101.3

Nutrition labeling
105 CMR 520.109
21 CFR 101.9

Misbranding of food
105 CMR 520.118
MGL C. 94 sec. 187
21 CFR 101.18

Mandatory labeling information
105 CMR 520.020

Natural and organic labeling
105 CMR 520.116

Trans Fat
<http://www.cfsan.fda.gov/~dms/transgui.html>

Allergens
Food Allergen Labeling and Consumer Protection Act of 2004 (FALCPA) (Public Law 108-282) Guidance for Industry
<http://www.cfsan.fda.gov/~dms/alrguid4.html>

NOTE: This brochure is only a guide.
Since regulations are amended from time to time, it is the responsibility of licensees to know and abide by all current labeling regulations. Always consult official Massachusetts and federal regulations to ensure labels are in full compliance.

Massachusetts

Minimum Requirements for Packaged-Food Labeling



WHEAT BREAD

Ingredients: Flour (bleached wheat flour, malt barley, flour, niacin, iron, potassium thiamine, thiamine mononitrate, riboflavin, folic acid), Sugar, Eggs, Water, Milk, Margarine (liquid soybean oil, partially hydrogenated soybean oil, water, salt, whey, soybean lecithin, vegetable mono & diglycerides, sodium benzoate as a preservative, potassium caseinate [a milk protein], artificially colored, FD&C Red #3, artificially flavored, vitamin A, dalmatize added), Yeast, Salt

Contains: Wheat, Eggs, Milk, Soy

Sell by: 9/22/08
Net Weight: 1 pound (16 oz.)

The Bakery
412 Main Street
Anytown, MA 01234



Minimum Requirements for Packaged-food Labeling

The Massachusetts Food Protection Program has prepared this guide to help you develop a food label that complies with Massachusetts and federal labeling requirements. For additional information, please refer to the resources listed on the back panel.

Foods that Require Labeling

All packaged foods must be labeled in accordance with Massachusetts and federal labeling regulations, including all foods intended for retail sale that are manufactured in licensed residential kitchens.



For interpretations and assistance with labeling regulations, please contact:

Food Protection Program
Bureau of Environmental Health
Massachusetts Department of Public Health
305 South Street
Jamaica Plain, MA 02130
Phone: 617-983-6712
Fax: 617-983-6770
TTY: 617-624-5286
Web: www.mass.gov/dph/fpp

Or the U.S. Food and Drug Administration
<http://www.cfsan.fda.gov/label.html>
Office of Nutritional Products, Labeling, and
Dietary Supplements: 301-436-2371

Minimum Information Required on a Food Label

The Massachusetts and federal labeling regulations require the following information on every food label:

- Common or usual name of the product.
- All ingredients listed in descending order of predominance by weight, and a complete listing of sub-ingredients.
Example of a sub-ingredient: Flour (bleached wheat flour, malt barley, flour, niacin, iron, potassium thiamine, thiamine mononitrate, riboflavin).
- Net weight of product.
Dual declaration of net weight, if product weighs one pound or more.
Example: 1 pound [16 oz.]
- "Keep refrigerated" or "Keep frozen" (if product is perishable).
- All perishable or semi-perishable foods require open-dating and recommended storage conditions printed, stamped, or embossed on the retail package.
- Once an open-date has been placed on a product, the date may not be altered.
- Name and address of the manufacturer, packer, or distributor. If the company is not listed in the current edition of the local telephone book under the name printed on the label, the street address must also be included on the label.
- Nutrition labeling.
- If a food product has a standard of identity, the food must meet the standard in order to be offered for sale under that product name.
- All FDA certified colors.
Example: FD&C Yellow #5, FD&C Red #3

Massachusetts Open-dating Regulation

To comply with the Massachusetts open-dating labeling regulation, a "sell-by" or "best-if-used-by" date is required if the product has a recommended shelf life of fewer than 90 days.

Foods exempt from this requirement include: fresh meat, poultry, fish, fruits, and vegetables offered for sale unpackaged or in containers permitting sensory examination, and food products pre-packaged for retail sale with a net weight of less than 1½ ounces.

Foods may be sold after the open-date if the following conditions are met:

- It is wholesome and good quality.
- The product is segregated from food products that are not "past date," and the product is clearly marked as being "past date."

Health Claims

Health claims allowed by the FDA on a label are limited to the following relationships between diet and disease:

1. Calcium and reduced risk of osteoporosis.
2. Sodium and increased risk of hypertension.
3. Dietary saturated fat and cholesterol and increased risk of heart disease.
4. Dietary fat and increased risk of cancer.
5. Fiber-containing grain products, fruits, and vegetables and reduced risk of cancer.
6. Fruits/vegetables and grain products that contain fiber, particularly soluble fiber and reduced risk of heart disease.
7. Fruits, vegetables, and grain products that contain fiber, particularly soluble fiber and reduced risk of heart disease.
8. Soluble fiber from certain foods and reduced risk of heart disease.
9. Folic acid and reduced risk of neural tube defects.
10. Soy protein & reduced risk of heart disease.
11. Stanols/sterols and reduced risk of heart disease.
12. Dietary non-cariogenic carbohydrate sweeteners and reduced risk of tooth decay.