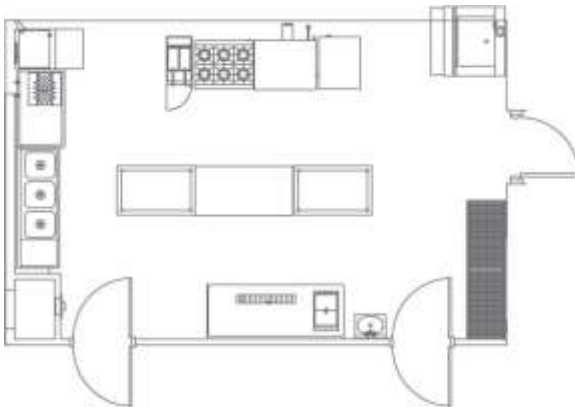




Do you want a commercial kitchen at your home?
 It must be in addition to your regular family kitchen and separated from living/sleeping areas. It may require its own commercial septic system.



Plans must be submitted to the local health department for approval.

Home commercial kitchen plans must meet all standards specified by the ISDH.



From the retail food code:

410 IAC 7-24-142, Food sources

Sec. 142. (a) Food shall be obtained from sources that comply with law at least equivalent to Indiana law.

(b) Food prepared in a private home may not be used or offered for human consumption in a retail food establishment.

HARRISON COUNTY HEALTH DEPARTMENT
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REQUIREMENTS FOR CATERERS



MAY I MANUFACTURE FOOD IN MY HOME KITCHEN?

Both the Wholesale and Retail Food Establishment Sanitation Requirements **prohibit** the sale of foods that are manufactured or processed in the home kitchen. Therefore, food you plan to sell must be prepared or manufactured in a kitchen or facility **separate** from your domestic living quarters. This separate facility must be inspected and approved by the local health department. A separate kitchen or facility that does not open to any living or sleeping quarters may be built in the basement with an entrance leading directly to the outside. A converted garage or building not used for another purpose may also be acceptable. Building codes and zoning laws must also be adhered to. It is best to contact your local health department to determine if your particular home design is acceptable.

(Note: a new law [Indiana House Enrolled Act 1309] went into effect in 2009. It allows "home based vendors" to prepare certain non-potentially hazardous foods in their home kitchens for sale at *farmer's markets and roadside stands only*. Home based vendor's foods may not be sold any other places. If you are a home based vendor, contact your local health department for more information. A separate brochure is available with more information.)

WHAT IS AN APPROVED KITCHEN?

An approved kitchen is a facility that is inspected by the local health department and adheres to the retail or wholesale food code, whatever your particular case may be.

The Indiana Food Code requires that plans for new construction be submitted to the local health department. If you have existing facilities, contact the health department and ask that a health inspector come take a look.

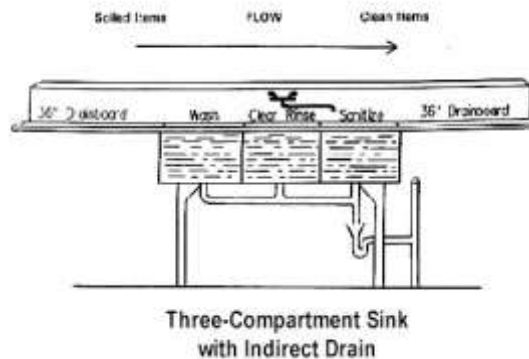
There is a Plan Review Questionnaire (9 pages) that must be filled out and submitted to the local health department as well. It is available on our website, www.HarrisonCountyHealth.com. Click on Food

Protection, then look for the link New Food Businesses – Plan Submission.

A SHORT CHECKLIST

(Please note that this is not a complete listing – check the food code [Title 410 IAC 7-24] for more specifics):

- ☑ Food prepared in a private home may **not** be offered for human consumption in a retail food establishment **unless** all applicable items in the food code are met.
- ☑ Since a commercial kitchen is a business, the State Department of Health must be involved with the septic system. The local health department is only allowed to issue permits for residential sites. Call 317-233-7177 for more information.
- ☑ You must have someone who is properly certified in food safety.
- ☑ Food must come from approved sources.
- ☑ You must have adequate water / water pressure / hot water / sewage or septic system.
- ☑ You must have a 3-compartment sink with an indirect drain, a separate handwashing sink, and a mop/service sink.



- ☑ Floors, walls, ceilings, and other surfaces must be smooth, easily cleanable, non-absorbent and light-colored.
- ☑ You must have adequate equipment for hot and/or cold holding.
- ☑ Water for handwashing must reach at least 100° F.

- ☑ Water for manual dishwashing must reach at least 110° F.
- ☑ Bulk foods that have been repackaged must be properly labeled with: 1) what it is, 2) the list of ingredients, 3) the weight in English and metric, and 4) the manufacturer.
- ☑ You must have a restroom for employee's use. The restroom must have a self-closing door, hand washing sink, soap, paper towels, covered trash can, hot and cold running water, toilet paper.
- ☑ Doors to the outside and restroom doors must be self-closing and be kept closed (except when being used).
- ☑ All refrigerators and freezers must have properly working thermometers inside that are easily observable. Proper temperatures ($\leq 0^{\circ}\text{F}$ for freezers and $\leq 41^{\circ}\text{F}$ for refrigerators) must be maintained.
- ☑ Lights above food prep and storage areas must be shielded against breakage.
- ☑ Food and single-service articles must be stored at least 6" above the floor to avoid contamination by mop water, flooding, etc. These items cannot be stored in the restroom.
- ☑ All food employees must be free from infection or illness that is transmissible by food and shall practice excellent handwashing and hygiene.
- ☑ Food employees may not touch ready-to-eat food with bare hands. Gloves, deli paper, utensils, etc., must be used.
- ☑ If undercooked meat and/or eggs are sold, there must be a printed consumer advisory.
- ☑ Proper hair restraints must be used by all food prep employees.