

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.

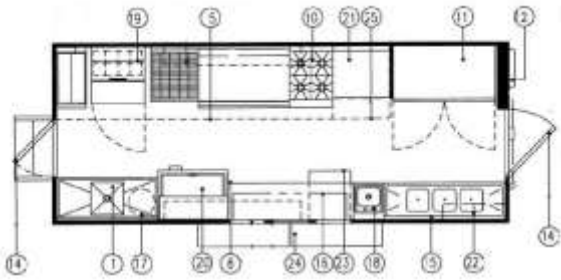
(b) Food prepared in a private home may not be used or offered for human consumption in a retail food establishment.

IF YOU STILL HAVE QUESTIONS

If you have questions that have not been answered, please contact the Harrison County Health Department at 812-738-3237 and ask to speak to someone in Food Protection.

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COMMISSARY REQUIREMENTS



- FLOOR PLAN**
- EQUIPMENT LIST**
- | | |
|---|--|
| 1. PREP SINK | 20. HORIZONTAL COOLER |
| 2. STAINLESS STEEL EXHAUST HOOD | 21. FUEL STACK IGNITION CHAIN WITH PINS
1/8" TACKLE BELOW |
| 3. STAINLESS STEEL COUNTER | 22. FIRE SUPPRESSION SYSTEM |
| 18. 4 BURNER RANGE WITH OVEN | 23. ICE CUBES |
| 11. 2 DOOR UPRIGHT REFRIGERATOR/FREEZER | 24. EXTERIOR CONCRETE COUNTER |
| 12. ELECTRICAL PANEL | 25. STAINLESS STEEL BOX HOOD |
| 13. DRYER SINK WITH SCREEN COVER | |
| 15. 1 COMPARTMENT SINK | |
| 16. ONE-PIECE CABINETS | |
| 17. WATER HEATER | |
| 19. WOOD SINK WITH SCAF AND TOWEL DISPENSER | |
| 25. 1 DOOR REFRIGERATOR WITH PREP TOP | |



WHEN YOU HAVE A MOBILE UNIT, A COMMISSARY IS REQUIRED. WHAT IS A COMMISSARY?

According to Indiana law (410 IAC 7-24) a **mobile food unit or a caterer must operate in conjunction with a commissary.**

- A commissary is a registered, inspected, approved retail food establishment in which food, food containers or food supplies used for the mobile unit are kept, handled, prepared, packaged or stored, and from which mobile retail food establishments or pushcarts are serviced and from which meals are catered.
- Mobile units must return to the commissary **daily** for cleaning and servicing. This includes preparation of food, cooking, and loading of food, discarding liquid/solid waste, refilling water tanks/ice bins, storage of utensils and single-service items, washing pans, etc.
- A commissary may **not** be your home kitchen. It must be a separate, inspected, approved facility that meets the requirements of the food code.
- You **cannot** cook the food served from your catering business or mobile unit in your home, your yard or your garage. You **must** use your approved commissary.
- A mobile unit may **not** be stored at your home or in your garage.
- If you don't have your own commissary, you must have an agreement to use an inspected facility as your commissary. A Commissary Agreement must be signed by both parties and kept on file at the health department. The Commissary Agreement can be found at www.harrisoncountyhealth.com/Commissary_agreement.pdf
- If the mobile unit discontinues use of the documented commissary, operations must be discontinued immediately until another commissary is secured.
- Before a mobile unit changes to a different commissary, the owner must notify the health department. The appropriate Commissary Agreement must be signed and filed, and the commissary must be inspected.

WHAT IS AN APPROVED KITCHEN?

An approved kitchen is a facility that is inspected by the health department before and during operations. It must comply with the retail or wholesale food code, whichever is applicable in your case.

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.

A Plan Review Questionnaire (9 pages) 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, by a caterer or mobile unit.
- ☑ The commissary must include at a minimum: handwashing sink, 3-compartment warewashing sink, mop sink, food prep area, food storage areas and proper restroom facilities for employee use.



- ☑ You must have a certified food manager. If you are a new business, you have 6 months to complete this requirement.
- ☑ Food must come from approved sources.
- ☑ You must have adequate water / water pressure / hot water / sewage or septic system.
- ☑ Floors, walls, ceilings, and other surfaces must be smooth, easily cleanable, non-absorbent and light-colored.

- ☑ You must have adequate food storage space (dry storage, refrigeration and freezer storage). You must have adequate storage space for equipment (pans, utensils, dishes) and adequate storage space for single-service articles (disposable plates, cups, napkins, straws, etc.). Garbage facilities must also be adequate to meet the needs of the commissary and the mobile unit.
- ☑ You must have adequate equipment for hot and/or cold holding.
- ☑ All refrigerators and freezers must have properly working thermometers inside that are easily observable. Proper temperatures must be maintained; ≤0°F for freezers and ≤41°F for refrigerators.
- ☑ Water for handwashing must reach at least 100° F.
- ☑ Water for manual dishwashing must reach at least 110° F.
- ☑ Foods or chemicals that are not in their original containers must be labeled with the common name of the item.
- ☑ The restroom must have hot and cold running water, a hand washing sink, soap, paper towels, covered trash can, toilet paper and a sign stating that employees must wash their hands before returning to work.
- ☑ Doors to the outside and restroom doors must be self-closing and be kept closed.
- ☑ 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, spillage, water overflow, etc. Single-service 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 (no visors) must be used by all food prep employees.