



Guidelines for Temporary Food Establishments
 Mul-Chu-Tha Event – March 2025

This information is to assist you with completing an application for a Temporary Food Establishment (TFE) permit and assure your compliance with the requirements of your food establishment for the Mul-Chu-Tha event.

TFE PERMIT APPLICATION	
<input type="checkbox"/>	Read the ENTIRE “ <i>Guidelines for Temporary Food Establishments</i> ” and ensure all individuals working within the TFE adheres and complies with all food safety measures and requirements during the event.
<input type="checkbox"/>	Attach a copy of the “Person in Charge” GRIC Tribal Identification Card with the application and guidelines, if applicable.
<input type="checkbox"/>	Attach to the TFE application and guidelines <i>valid Food Handler Cards</i> for all booth workers. The Food Handler Card must be issued within the last 3 years.
<input type="checkbox"/>	You may submit your TFE application in-person or via email to EHSHelpDesk@gric.nsn.us. Applications will be reviewed on a first come, first serve basis once it’s submitted. Incomplete applications will not be accepted.
<input type="checkbox"/>	Submit a completed “Temporary Food Establishment” permit application, the Guidelines for Temporary Food Establishments with your initials indicating your acknowledgement, and all required documents. Submit all documents to the Tribal Health -Environmental Health Services <i>on or before Friday, February 14, 2025 at 5:00 pm.</i>
<input type="checkbox"/>	A TFE will be issued upon final approval and shall be posted in the food booth in full view of the inspector and the public.
<input type="checkbox"/>	Serving open, unpackaged foods (sampling) requires a permit
A PERMIT IS NOT REQUIRED FOR SELLING ONLY PRE-PACKAGED ITEMS	

I attest I have reviewed the areas listed below and understand the requirements of a TFE.		Initials
	PERSON-IN-CHARGE (PIC)	
1.	Booth must have one person assigned as the “Person-in-Charge” (PIC) and be present during all hours of operation.	
2.	PIC may be rotated among the food workers	
3.	Only those persons necessary to the food operations shall be in the food booth or mobile unit.	
4.	PIC must demonstrate knowledge in food safety.	
	FOOD WORKERS	
5.	Any person who has these symptoms or ill shall not handle, cook or serve food: vomiting, diarrhea, fever, jaundice, sore throat	
6.	If a person has open cuts or sores on the hands, face or arms, he or she cannot handle, cook or serve food.	
7.	Food workers must wear clean outer garments and have their hair pulled back, wear a cap or hair net. Food workers cannot eat or smoke inside the food booth	



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	MENU	
9.	Menu must be reviewed and approved by the Environmental Health Services office.	
10.	If menu is different than what was stated on the application, the food booth could be closed by the Sanitarian.	
11.	Use food from approved sources such as grocery stores, food warehouses or food suppliers. Proof of purchase for potentially hazardous foods shall be provided to the Sanitarian upon request.	
12.	Home prepared food is prohibited.	
	BOOTHS & TENTS (See diagram below).	
13.	Must be designed to keep out insects and dust.	
14.	Overhead and floor coverings are required.	
15.	Must be fully enclosed fire resistant material except for the service window; and have only one door or flap for entry.	
16.	Screening may be used instead of solid material to create walls as it allows for visibility, air circulation and keeps out flies.	
17.	Food preparation and service area must be kept clean.	
18.	All food storage and food preparation must be done inside the booth.	
19.	Open flame cooking shall be conducted outside of the structure	
	FIRE EXTINGUISHERS	
20.	A fire extinguisher is recommended for all physical facilities, booths and tents, in case of a fire.	
21.	Check with the Tribal Fire Department regarding regulations. (520) 796-5900 (Administration) □ (520) 562-4511 (Non-Emergency)	





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	COOKING / TEMPERATURES	
22.	Use a probe-type, metal-stem thermometer to check cooking, hot-holding and cold-holding temperatures for all potentially hazardous foods.	
	<u>PROBE-TYPE THERMOMETER (0°-220°F)</u>	
23.	Calibrate thermometers prior to using them	
24.	EHS recommends purchasing a battery operated digital thermometer that is numerically scaled for ease of use. These are called “Instant Read” thermometers.	
25.	Thermometers can be purchased from grocery, hardware, retail or restaurant supply stores.	
26.	Clean the thermometer in between taking temperatures of different foods by wiping the probe with a wet paper towel with sanitizer.	
27.	When cooking, follow the chart below for measuring food temperatures to ensure bacteria, viruses or parasites have been decreased to a safe level.	

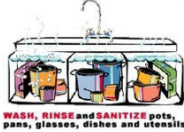
Internal Cooking Temperatures	
Hamburgers	155° F
Chicken & Stuffed Food	165° F
Pork, Seafood & Steak Cuts	145° F
Hotdog, Canned Chili, Canned Beans	165° F



	RE-HEATING							
28.	Re-heat all foods using a grill, propane burner or stove to: 165°F within 30 minutes							
29.	Do not re-heat food in crock pots, steam tables, or other hot-holding equipment. These appliances are designed to cook food slowly over several hours, not within 30 minutes.							
	RE-FRIGERATION							
	<table border="1"> <thead> <tr> <th colspan="2">Refrigeration Food Temperatures</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Perishable Cold Items</td> <td></td> </tr> <tr> <td>Salads, Cut Fruit, Raw Meat, Deli Meats, Cheese, Etc.</td> <td>41°F or less</td> </tr> </tbody> </table>	Refrigeration Food Temperatures		Perishable Cold Items		Salads, Cut Fruit, Raw Meat, Deli Meats, Cheese, Etc.	41°F or less	
Refrigeration Food Temperatures								
Perishable Cold Items								
Salads, Cut Fruit, Raw Meat, Deli Meats, Cheese, Etc.	41°F or less							
30.	Foods that require refrigeration, such as potato salad, seafood, meats, cheese, or cut fruit, must be held at 41°F or below.							
31.	Refrigerators that are connected to electricity onsite are recommended and preferred.							
32.	Ice chests or coolers must be setup so they continuously drain or have a space in them for melted ice water to collect below the food. A space can be created by placing a pan upside down in the bottom of the ice chest or cooler.							
33.	Replacing ice as it melts is recommended.							





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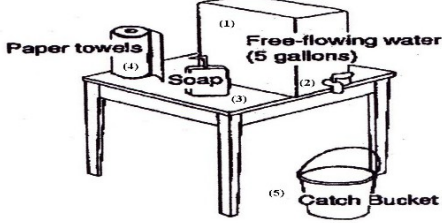
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	FOOD TRANSPORTATION	
34.	Food moved from one location to another must be done under temperature control.	
35.	Use refrigeration devices, hot warmers or insulated containers to maintain temperatures. Hot Foods must be kept at 135°F or above and Cold Foods kept at 41°F or below.	
	KITCHENWARE AND UTENSILS	
	<u>IT IS DIFFICULT TO CLEAN AND SANITIZE SOILED WARE AT AN EVENT</u>	
36.	Bring extra cooking and serving utensils, pots and pans that are already clean and change out every 4 hours.	
37.	To comply with the 2009 FDA Food Code, a three (3) compartment sink or a similar set up is required.	
	<u>WARE WASHING:</u>	
38.	All kitchenware, cooking utensils and food preparation surfaces must be cleaned and sanitized every four (4) hours.	
39.	For events lasting more than four hours, a three compartment system to “wash - rinse - sanitize” any kitchenware or cooking utensils must be used with water at 110°F or hotter. Bring at least 10 gallons of very warm water for this purpose.	
	 <p><small>WASH, RINSE and SANITIZE pots, pans, glasses, dishes and utensils.</small></p>	
	SERVING FOOD	
40.	SINGLE USE ARTICLES such as disposable plates, cups, and utensils must be used to serve food to the public. These disposable items cannot be re-used.	
41.	When handling ready-to-eat foods, use gloves and tongs.	
42.	Food service workers cannot touch READY-TO-EAT food with their bare hands such as bread, cheese, lettuce, tomatoes.	
43.	Food service workers must wash their hands before putting on gloves	
44.	Food service workers must wear non-latex gloves or use a clean utensil to transfer food to the consumer’s plate	
	SAMPLING FOOD	
45.	Use portion cups, sheets of deli tissue or napkins to place serving portions of chips, crackers, or bread.	
46.	Use toothpicks or other utensils so only one food item can be selected at a time.	
47.	Make sure dips or sauces are in squeeze bottles or have spoons in them. Do not allow customers to “dip” their chips into the sauce.	



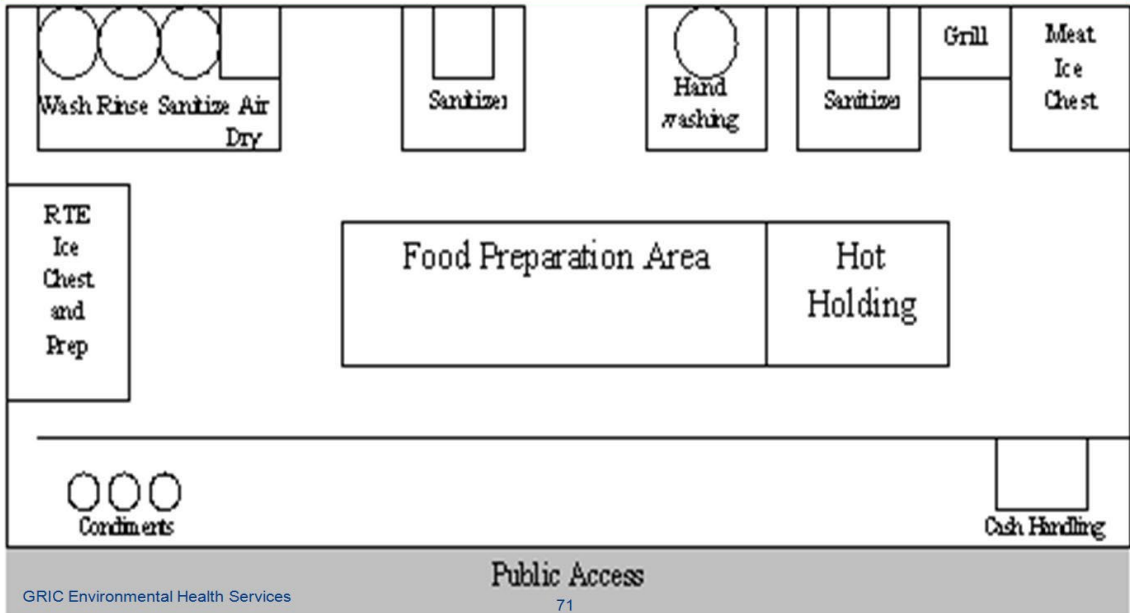
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	GENERAL FOOD EQUIPMENT	
48.	Commercial food vendors, food businesses or Mobile Food Establishments are required to use ANSI or NSF approved equipment.	
49.	Individuals or NFP organizations are permitted to use equipment similar to ANSI or NSF approved as long as it is suitable to the task being performed and with prior approval.	
50.	Sufficient cooking or re-heating food equipment is required.	
	HOT-HOLDING EQUIPMENT	
51.	Must be capable of keeping cooked food hot at 135°F or above.	
52.	Use roasters, commercial food warmers or similar equipment.	
53.	Only use crock-pots for holding commercially packaged foods, such as canned chili, hotdogs or canned nacho cheese.	
54.	DO NOT USE CROCK-POTS TO COOK FOODS	
55.	Chafing dishes are not recommended as they generally do not keep foods hot outdoors.	
	COLD-HOLDING EQUIPMENT	
56.	Must be capable of keeping foods cold at 41°F or below.	
57.	Environmental Health Services encourages renting refrigerators for multiple day events.	
58.	If coolers are used, there must be one for raw foods, another one for storing cooked foods and clean produce, and a separate one for ice used for beverages.	
	ICE	
59.	Ice can be used to keep food cold or for serving beverages.	
60.	Ice used in drinks must be kept in a designated food container and cannot be used to keep foods cold.	
61.	Unwrapped food cannot directly contact ice.	
62.	Melted ice water should be periodically drained.	
63.	At no time should there be food containers floating in the cooler	
64.	Dispose of melted ice water properly	
65.	Do not place used water into storm water drains	

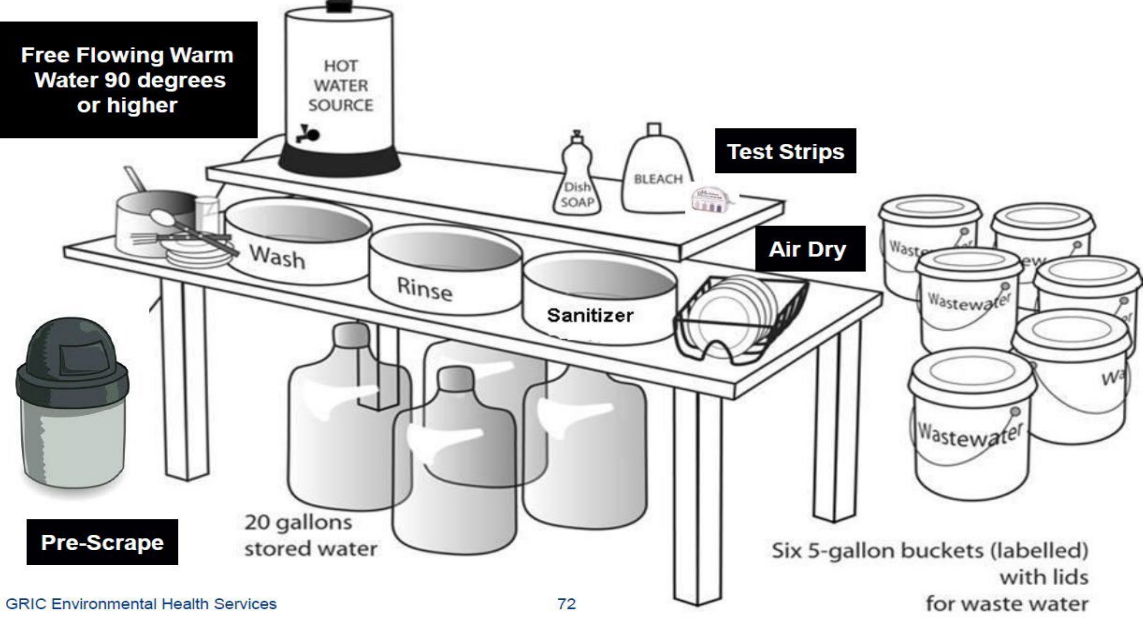


I attest I have reviewed the areas listed below and understand the requirements of a TFE.		Initials
GARBAGE, GREASE, & LIQUID WASTE		
From hand washing, cooking and ware washing		
66.	All liquid wastes must be disposed of in a mop sink, at a RV dump site, taken home or a preapproved disposal site.	
67.	Do not put liquid wastes in storm water drains.	
68.	All garbage must be kept in a sealed container designed to exclude pests.	
69.	Do not dispose of grease and oils down sanitary sewer drains.	
70.	Grease should be disposed of in a designated and pre-approved manner.	
71.	All liquid wastes must be disposed of in a mop sink, at a RV dump site, taken home or a preapproved disposal site.	
72.	Do not put liquid wastes in storm water drains.	
 <i>A Typical Grease Barrel 1</i>		
HANDWASHING		
Restroom Hand Sink is NOT Appropriate		
73.	All food service workers must wash their hands before touching food.	
74.	A hand washing sink or an approved hand washing setup must be present and functional at all times. If a hand washing sink is not available, construct and use the setup below:	
75.	Hand sanitizer shall not be used as a substitution for required hand washing.	
<p>Correct Handwashing Set-up</p> 		
<u>Gravity Flow Hand Wash Set Up</u>		
76.	Use a large urn or igloo filled with very warm water.	
77.	Replace the push button spigot with a valve or spigot that permits the water flow to be turned on and off.	
78.	Place a soap dispenser next to the urn.	
79.	Use a roll of paper towels placed in a holder for drying hands, and	
80.	Use a bucket to collect the dirty water from washing hands.	

TFE: Sample Food Booth Layout



TFE: Sample 3-Compartment Sink



**Please be responsible and ONLY serve Safe and Wholesome food.
If you have doubts about the safety of your product, DO NOT SERVE IT!**



Temporary Food Establishment Permit Application

Tribal Health Department
Environmental Health Services
Post Office Box 147
433 W. Seed Farm Rd
Sacaton, AZ 85147
Office: (520) 562-5100
Fax: (520) 562-5196
EHSHelpDesk@gric.nsn.us

Submit this application a minimum of 14 days prior to the event.

(1) Event Date(s): _____ to _____ Food Service Begins: _____ AM PM Ends _____ AM PM
MONTH/DAY/YEAR MONTH/DAY/YEAR

(2) Name of Event: _____ Type of Event: Celebration Fundraiser
 Athletics Other

(3) Event Location: _____
DISTRICT, PARK, RAMADA, BUILDING, CHURCH, FACILITY

(4) Applying as a:

- Business Individual Tribal Government Agency
 Non-Private Organization Charitable Religious Civic

(5) Applicant's Name: _____ DOB: _____
BUSINESS, ORGANIZATION, INDIVIDUAL or TRIBAL AGENCY

(6) Booth / Tent / Stand Name: _____ Telephone No. _____

(7) Applicant's Address: _____ ADDRESS ZIP CODE

(8) "Person in Charge" of Food Booth: _____ Telephone No. _____

(9) Name of Event Coordinator: _____ Telephone No. _____

I hereby consent to inspection by the Gila River Indian Community, Environmental Health Services. I acknowledge that receipt and retention of this permit depends on compliance with the food code. I understand that:

1. Food must be prepared on-site at the event and/or in licensed kitchen.
2. Food prepared at home cannot be served to the public;
3. Dependent upon assessed risk, an on-site pre-opening inspection may be required to assure my operation complies with the food code.
4. Submittal of this application does not guarantee permit approval.
5. *EHS reserves the right to deny applications which are not submitted within **14 days** of the event.*

I attest that the information contained within this application is true and accurate to the best of my knowledge.

PRINT NAME SIGNATURE DATE

FOR EHS ADMINISTRATIVE USE ONLY	
Received By: _____	Date Received: _____
Approved: _____	Denied: _____
<small>NOTES</small>	<small>NOTES</small>
Permit No. _____	Expires: _____ <small>(14) DAY MAXIMUM</small>
<input type="checkbox"/> No Previous Violations	Previous Violation Dates: _____

Menu

Any changes to the menu must be submitted to and approved by
Tribal Health Department, Environmental Health Services at least **10 days** prior to the event.

Main Dishes / Side Dishes	Condiments /Garnishments	Snack Foods	Beverages

Note: Vendor may be required to provide proof of purchase from an approved source for food items.

Preparation of menu items

Location of Food Preparation: On-Site at event in Licensed Kitchen

If preparing food in a kitchen, name and address of kitchen: _____

- Food **can not** be stored, prepared, or cooked in a private home.

Dates and times of food preparation in the kitchen:

Date	Time	Date	Time

Please check applicable boxes for each category

1. Temperature Control Methods

Cooking and/or re-heating	Hot Holding	Cold Holding	Transport
<input type="checkbox"/> Grill <input type="checkbox"/> Microwave <input type="checkbox"/> Oven <input type="checkbox"/> Propane Burner <input type="checkbox"/> Wok <input type="checkbox"/> Other	<input type="checkbox"/> Grill / BBQ <input type="checkbox"/> Hot Holding Warmers <input type="checkbox"/> Steam Table <input type="checkbox"/> Stove / Oven <input type="checkbox"/> Wok <input type="checkbox"/> Other	<input type="checkbox"/> Refrigerators <input type="checkbox"/> Freezers <input type="checkbox"/> Insulated Ice Chest w/ Ice No. of Ice Chests _____ <input type="checkbox"/> Other	<input type="checkbox"/> Hold Holding Warmer <input type="checkbox"/> Cambros <input type="checkbox"/> Insulated Ice Chests <input type="checkbox"/> Other

2. Food Booth Enclosure / Concession Trailer

<input type="checkbox"/> Food Booth: Screening on 3 sides, overhead covering, flooring, door <input type="checkbox"/> Tent: Screening on 3 sides, ground cover, flooring, overhead covering, door <input type="checkbox"/> Concessions Trailer
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3. Ware Washing

<input type="checkbox"/> Sanitizing pail with 50 PPM Chlorine _____ <input type="checkbox"/> Three-compartment Sink at site _____ <input type="checkbox"/> Other
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4. Hand-washing Facilities

<input type="checkbox"/> Portable commercial hand sink connect to potable water <input type="checkbox"/> Permanent sink in food booth connected to potable water <input type="checkbox"/> Hand sink inside of a concession trailer/mobile food unit _____	<input type="checkbox"/> Gravity flow container temporary hand wash set up _____ <input type="checkbox"/> Commercial portable hand wash system <input type="checkbox"/> Other: _____
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5. Water Supply

<input type="checkbox"/> Public water system connected to hose bib at event site <input type="checkbox"/> Commercially packaged bottled water <input type="checkbox"/> Water brought from home <input type="checkbox"/> Water company <input type="checkbox"/> Well	<input type="checkbox"/> Holding tank filled at base of operation or commissary <input type="checkbox"/> Holding tank filled at approved business, e.g. RV Park <input type="checkbox"/> Other: _____
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6. Power Source

<input type="checkbox"/> Temporary electrical connection <input type="checkbox"/> Portable generator	<input type="checkbox"/> Propane <input type="checkbox"/> Other
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