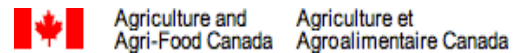


Farmers' Market Food Safety: Vendor Handbook

A Resource for Food Vendors at Farmers' Markets in
Newfoundland & Labrador





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Purpose of this Handbook

This handbook is intended to provide food vendors at Farmers' and other Public Markets with some basic information to help encourage good food safety practices and comply with regulations. The content is drawn primarily from information provided through the creation of a "Public Market Guidelines" document prepared by the Department of Health and Community Services, Government of Newfoundland and Labrador.

The practices described in this handbook are intended to reflect food safety within the context of regularly operating farmers' or public markets where a variety of food products are offered for sale regularly in a specific facility or location. This context is recognized as being distinct from other one or two day events that happen occasionally, such as organized by community groups. Market organizers should review the **Farmers' Market Food Safety: Market Organizer Handbook** to become acquainted with market-level food safety issues.

The Importance of Food Safety

As a food vendor you have a clear and direct responsibility to ensure that your products are safe. Your reputation as a vendor at your market will be greatly enhanced if you clearly care about the quality and safety of your products. Customers care about food safety, as demonstrated in a recent Ipsos Reid poll that showed that 77% of Canadians are concerned about the safety of the food they eat.

Should a foodborne illness be traced to food sold at a market, all those involved in the market from the vendors to the organizers to the owners of the facilities could be open to legal liability and/or civil action. You and the organizers of the market need to be able to demonstrate due diligence in this regard. It is not sufficient to only have good food safety practices, but also to be able to demonstrate that they are consistently in place in your operations. Therefore, keeping accurate records is important in protecting yourself and your market from any liability. Creating a positive impression builds your individual reputation as well as that of the market.

Who Regulates Food Safety?

The following departments and agencies have various responsibilities related to the safe production and sale of food in Newfoundland and Labrador. You will find contact information for each of these in the *Appendix (Page 23)* of this Handbook.

The Department of Health and Community Services, Public Health Division has direct responsibility for the legislation to protect public health. Legislation exists through *The Food and Drug Act* and the *Food Premises Regulations* that apply to all commercial food service in the province.

Service Newfoundland and Labrador through its **Environmental Health Officers** (EHOs) is charged with the responsibility of administering the above regulations. Applications for the required *Food and/or Tobacco Licence*, *Home Based Food Preparation Registration*, and *Food Establishment Licence* are available through local Service NL offices. EHOs will process and work with vendors and markets in local areas.

The Department of Natural Resources, Animal Health Division in co-operation with the Department of Health and Community Services and the Department of Government Services is responsible for the administration of two regulatory food safety programs:

- **The Meat Inspection Program** regulates provincially-registered slaughter facilities. If you are wishing to sell fresh local meats, local meat products, local poultry or poultry products your products will need to have been slaughtered and processed at a licensed facility.
- **The Dairy Farm Inspection Program** regulates all dairy products in the province. If you wish to sell products made from milk, you need to ensure the milk is sourced from registered producers.

The Department of Natural Resources, Agrifoods Division has resources and guidelines for on farm food safety to help ensure that agricultural products in the province are safe for consumption. If you are vending fresh fruit and vegetables you should contact the Agrifoods Division for applicable guidelines, standards and assistance.

The Canada Food Inspection Agency (CFIA) provides standards for labelling of food products and federally regulated food processing activities. Most food products for sale must be properly labelled. The CFIA have guidelines to help vendors ensure their products and their ingredients are properly labeled. Also, all food sold at Markets must be stored, transported and displayed in appropriate food containers and

materials. The CFIA can provide a list of acceptable food containers and wrapping materials.

Regional Health Authorities maintain a responsibility for the delivery of health and community services in the areas of health prevention, promotion, and protection. Under the guidance of the Regional Medical Officer of Health, the Authorities liaise and act as content expertise in the field of Environmental Public Health as well as coordinate the investigation and follow-up of communicable disease, such as food and water borne illness.

The Department of Environment and Conservation regulate the conditions under which wild meats can be sold. To sell wild meats at a Market a vendor will need to source their products from a Wild Meat Service Licence holder. Such meat and meat products will need to be approved by an Environmental Health Officer from your local Service NL Centre. The department is also responsible for controlling the use of pesticides on crops.

The Department of Fisheries and Aquaculture regulates the processing, transportation and sale of fish in the province. Those wishing to sell seafood at a market must source their products from someone holding a Fish Processing Licence or a Fish Buyers Licence.

Food Contamination & Foodborne Illness

All food sold for public consumption must be safe and free from hazardous contaminants. As a food vendor, regardless of the food you sell, you must understand what food contaminants are, where they come from, and how to protect your products accordingly. This provides a general overview of food contamination hazards, sources of detailed information are provided in the *Appendix (page 23)* of this handbook.

Kinds of Food Hazards

There are three general kinds of food hazards. All are potentially dangerous to those who handle food as well those who consume it.



Physical Hazards are physical objects in food that can be dangerous if ingested. Most commonly reported objects are hair, fingernails, wood splinters, glass and metal fragments. Improper handling and packaging of products are the most common sources of such contaminations.



Chemical Hazards come from additives, allergens, pesticides, drug residues, toxins, metals and cleaning agents. Proper cleaning and management in the use of chemicals can usually eliminate chemical hazards from your product.



Biological Hazards are the most common sources of food safety problems. Fungi, moulds, yeast, worms, viruses and bacteria are common micro-organisms that present the greatest health risk. Poor hygiene, inadequate cooking and temperature controls are among the most common sources of biological hazards. Bacteria are the most serious cause of foodborne illnesses and are usually the result of spoilage or the presence of pathogens which can cause serious illness and even death.

Pathogens grow easily within six conditions. Use the acronym **F-A-T-T-O-M** to help remember these conditions. Understanding these conditions and how to control them will help keep food safe.

Food is the host where pathogens grow

Acidity affects them. A pH over 4.6 encourages pathogenic growth, while a pH lower than 4.6 makes their growth more difficult. This is an important factor with jams, jellies and preserves.

Temperature is important to control and monitor at all times. Food in the “Danger Zone” (between 4°C and 60°C) will favour pathogen growth.

Time needs your constant attention. The presence of pathogens doubles every 15 - 20 minutes. Cooling and heating food quickly is important to controlling the presence of pathogens in your food.

Oxygen is needed for most bacterial growth, with the exception of botulism.

Moisture also encourages bacterial growth. Low-moisture products are less hazardous.

Food Schedules

Most food regulatory agencies recognize three basic categories or schedules of food. How and where you prepare your products will often be determined by their Schedule. Provincial regulations recognize the following:

Schedule “A” Foods are generally foods that contain what are considered potentially hazardous ingredients. These foods **must** be prepared at a Licensed Food Premise as described in the Food and Drug Act. Vendors are required to provide proof of such an arrangement to the market organizers.

Foods under Schedule “A” include:

- Raw meat or meat products
- Raw Fish and shellfish
- Raw poultry or poultry products
- Eggs
- Un-pasteurized juices
- Milk and dairy products



- Fruit and vegetables being sold as “ready-to-eat”
- Certain dessert products with cream fillings, meringues, or cheesecakes
- Any other food product capable of supporting bacterial growth (which could include such products as vegetarian rice dishes).

Schedule “B” Foods are generally those that do not easily support bacterial growth due to such factors as low moisture content, high sugar content, or appropriate acidity level (pH below 4.6). These products can, under certain conditions, be prepared in an acceptable home-based facility.

Foods under Schedule “B” include:

- Raw fruits and vegetables (whole and cut only necessary for harvesting)
- Honey
- Jams and Jellies
- Baked goods and pastries (except those containing dairy or meat fillings)
- Hard candy and fudge
- Homemade pickles and relish with pH less than 4.6
- Pasteurized fruit juices
- Maple products
- Chocolate

Vendors of these foods should register with Service NL as a Home-Based food operator

Schedule “C” Foods are foods that present the highest risk to public health and **are not to be sold at a Market**. They include:

- Raw (un-pasteurized) Milk
- Low acid canned or bottled food (of a pH greater than 4.6)
- Home bottled meat, canned fish, smoked fish, etc. not produced in a licensed facility
- Meat or poultry originating from unlicensed abattoirs
- Schedule “A” food stored at temperatures between 4°C and 60°C
- Other foods deemed unacceptable by an EHO

If you are unsure in what schedule your food fits, contact your local EHO at a Service NL Centre. A list of EHO contacts can be found in the *Appendix (page 23)*

Vendor Licensing Requirements

The primary responsibility for food safety lies with vendors themselves. **All vendors must possess a “Food and/or Tobacco Licence” in order to sell food at a market.** Vendors selling Schedule “A” foods must provide written confirmation regarding the Licensed Food Premises being used. Those vendors preparing Schedule “B” food complete a “Home Based Food Preparation Registration” form. Applications can be obtained from your local Service NL Centre. Staff at the Centre will help in the application process and will make practical suggestions to help ensure all food is safe. Your application will require you to identify the food you sell, the sources of your ingredients, as well as where and how you prepare your food. The Appendix (page 23) contains a Food Vendor Licensing Flowchart. An Environmental Health Officer will conduct an inspection on your first day at your market, after which you will be issued a Food Premises Licence and may vend for the rest of the season.

You will also need to acquire Conditional Approval to Vend from your Market organizers to include with the above documentation sent to Service NL, regardless of the type of food you are offering for sale.

Selling Fresh Fruit and Vegetables

Farmers selling fresh fruit and vegetables must comply with provincial regulations regarding environmental practices and should have an Environmental Farm Plan. All producers should follow generally accepted Good Agricultural Practices (GAPs). Various provinces have GAPs defined either in legislation or through descriptive resources.



Regardless of the commodity being sold or the size of the farm, it is recommended that all producers selling at Farmers' Markets follow GAPs as described in *Ontario's "Advantage Good Agricultural Practices Manual,"* which is listed in the Appendix under “Online Resources” (page 29). Similar guidelines for organic producers can be found on the CFIA site, also in the Appendix (page 23).

Selling Local Meats and Poultry

Vendors selling local poultry, meats, and meat products must ensure that the animals have been slaughtered in a provincially-licensed abattoir. Vendors must provide the Market with a letter from the abattoir operators and/or butcher shops stating that the vendor uses their establishment. In the case

where vendors use more than one abattoir, a letter from each should be required. A link to currently licensed abattoirs is provided in the *Appendix (page 23)*, or can be obtained from the Animal Health Division of the Department of Natural Resources.

Selling Wild Meats

The sale of wild meat is restricted by provincial regulations. Fresh, un-cooked wild meats (including moose, bear, rabbits, birds, etc.) cannot be sold to the public. Cooked and preserved wild meats can only be sold by those holding both a Food Establishment Licence and a Wild Meat Service Licence. Such meat products must be procured from a person holding both a Wild Game Licence and a Big Game Selling Licence. To get information about these regulations and licensing requirements see the *Appendix (page 23)*.

Selling Fresh Seafood

The sale of seafood is regulated in the province. Local seafood products must be sourced from or sold by someone holding the appropriate licences. For more information about these regulations consult the *Appendix (page 23)*.

Selling Local, Unregulated Eggs

Producers of unregulated eggs (those operations with fewer than 99 hens) may sell eggs directly to the public without restriction. The consumer must be aware that these eggs are not inspected or otherwise regulated. Container labeling cannot refer to the contents as “Canada Grade A Eggs” and it is strongly recommended that the eggs be cleaned and candled before sale.



Vendor Responsibilities at the Market

Food safety at Farmers' Markets is everyone's responsibility. Market organizers must ensure that the grounds and facilities are safe for the sale of all types of food, and that adequate hand-washing facilities are readily available for vendors' use. Government guidelines specify these particular factors and market organizers must apply for a permit to operate. Also, organizers must demonstrate reasonable 'due diligence' in the general operation of the market. This should include monitoring vendors' practices at the market. The **Farmers' Market Food Safety: Market Organizer Guide** is available to organizers from the Food Security Network of NL and describes these responsibilities.

Before Arriving at the Market

What happens before you bring food to the market is entirely a vendor responsibility. Market organizers cannot monitor or regulate these practices and conditions. As a food vendor, your first responsibility is to become informed about all aspects of preparing, storing and handling food safely. This includes anyone involved in handling your food. The *Appendix (page 23)* lists some resources to help food vendors in food safe practices. Some market organizers may assist food vendors in accessing or organizing information and training workshops on food safety.

It is the vendor's responsibility to ensure that their food is prepared safely and is in compliance with all provincial regulations. The Department of Health and Community Services provides essential guidelines on how and where your products should be prepared. A link to their site is provided in the *Appendix (page 23)*. Some areas you should pay particular attention to include:

Storage

- ✓ "Schedule A" and "Schedule B" foods must be stored in separate containers
- ✓ Prepared food must be stored separately from uncooked ingredients, particularly raw meats, fish, etc.
- ✓ Hot foods should be pre-heated to 74°C and stored in hot holding containers in advance of transporting to the market.
- ✓ Cold foods should be cooled to the appropriate temperatures, placed in cold holding containers with gel packs or ice. A thermometer should be placed in each container and monitored throughout the day.

Containers

All food must be stored and transported in food-grade containers and wraps. Containers must be made of non-porous, non-absorbent

materials. Therefore most wooden or cardboard containers or trays are not acceptable. The CFIA provide a list of acceptable containers and materials. Examples of acceptable containers for food include:

- Clean, sanitized food-grade plastic totes
- Clean food-grade cardboard boxes for fresh fruits and vegetables
- Clean, sanitized stainless steel containers
- Insulated food-grade coolers and thermal containers

Acceptable single-use containers include:

- Plastic wrap
- Hinged “clam shell” containers
- Foil
- Berry boxes
- Wax or parchment paper
- Domed serving/deli trays
- Zip lock bags
- Cardboard bakery boxes
- Produce bags on a roll

Cleaning and Sanitizing Food Containers:

- ✓ Wash in hot water and detergent
- ✓ Rinse in clean, hot water
- ✓ Sanitize in a solution of 1 tsp. of bleach in 4 cups of water
- ✓ Air dry before using

Temperature Controls

Controlling and monitoring the temperature of your products is an important part of keeping your food safe. This is particularly true if you are selling hot foods, frozen products like meat, or foods containing dairy products.

The temperature of food needs to be monitored at various times and records of this need to be kept. Appropriate thermometers and record-keeping sheets will be required to achieve this.

Here are some general guidelines for managing the temperatures of food:

- All “Schedule A” food must always be held at either **below 4°C or above 60°C**. Temperatures between these are considered to be in the “Danger Zone” and time spent there must never exceed two hours in total.
- Cooling hot, cooked foods for storage should be done as quickly and effectively as possible. Dividing products into smaller portions can help with effective cooling.

- Temperatures should be monitored at regular intervals and a record of these temperatures should be kept for each group of products. Time in the Danger Zone is cumulative for the life of the product. A Temperature Monitoring Sheet is provided in the *Appendix (page 23)*.
- Foods to be sold hot at the Market should be re-heated to 74°C before being transported and maintained above 60°C thereafter. All containers, including chafing dishes should be pre-heated.
- Cold or frozen food should be placed in pre-cooled containers for transportation and storage at the market. Gel-packs or ice should be used and replaced regularly to maintain temperatures for the day. A thermometer should be placed in containers for monitoring.
- Frozen food must be kept below -18°C
- Ice is considered a food item and must come from potable water sources. Water must be removed from containers regularly and should not come in direct contact with food.

Labeling

Information about the food must be provided to the customer, and is usually done using a label. If food products are pre-packaged, the label should be affixed to the container. If you are selling fruit or vegetables, you should provide a label with the product, either by hand or in whatever packaging is being used. If you are dispensing ready-to-eat food, ingredients need not be provided; however you should post or provide a card with your contact information.

Labeling information falls into a number of basic categories:

Traceability: Consumers and public health officials may need to know the origins a particular food product: who made it, who grew it, who raised the animals, where the product has been processed, etc. As a minimum, you need to provide your contact information on a label. You should keep records of the sources of ingredients and of any food products you did not prepare yourself.

Ingredients: The label should provide the common name of the product and a list of the ingredients. These should be listed in an approximate descending order by weight and by common name.

Allergy Alerts: Labels should indicate if the food product contains or may contain any common allergens. A list of these may be found on both the CFIA and Health Canada websites listed in the *Appendix (page 23)*. New federal regulations will be introduced in August, 2012 regarding allergen warning labels.

Recommended Storage: If the product needs to be kept cold or stored in a particular way to avoid spoilage, this should be stated

on the label. Consumers often expect that products in sealed glass jars can be stored indefinitely. **If this is not the case, you must provide a warning to that affect.** Shelf-life can only be given if the product has been tested in a certified laboratory; however, an approximate timeframe within which the product should be consumed should be indicated on the label.

Other warnings: if your product should be consumed immediately, refrigerated, washed or otherwise prepared in a particular way, these should be listed on the label.

If you sell fresh unprocessed fruits and vegetables, the consumer should be warned that these products should be thoroughly washed before consumed or cooked.

Processing Dates: For your own information, it is wise to label or mark your products by date or batch number and keep a record of sources of ingredients for each batch, should they change from time to time. Also, products with older dates should be sold ahead of newer ones and those too old for consumption should be discarded.

Transportation

The vehicle used to transport food products can be a source of contamination. Be sure it is thoroughly cleaned and food is completely covered before transported. The use of taxis to transport food is not recommended as no assurance of the sanitary nature of the vehicle can be provided.

At the Market

Good food safety practices at the Market will benefit vendors, the Market, and customers. Customers are more likely to visit a clean table, where food is displayed safely and where staff are cleanly attired and handle food with care. Good practices provide leadership for others and reflect well upon the Market as a whole. Remember that inspectors may visit the market and vendor stalls at any time.

The “Food Safety Tool Kit”

To encourage good food safety and sanitation practices at the Market it is recommended that all food vendors put together a “Tool Kit” and bring it with them to every market day. It should be checked and replenished in advance of each market. The Kit should include:



- ✓ Several spray bottles containing a solution of 1 tsp. bleach to 4 cups of water and labeled “Sanitizing Solution”
- ✓ Several dry, clean cloths/towels
- ✓ Paper towels
- ✓ Several aprons
- ✓ A basic first-aid kit, including Band-Aids and gauze
- ✓ Disposable gloves
- ✓ Alcohol-based hand sanitizer (at least 60% alcohol content)
- ✓ Small trash-can with lid and plastic liners. If sanitized properly, it can serve also as a place to keep all the above items between markets.

Setting up the Table Area

Indoors

- ✓ Before bringing in your products, ensure that the area around your table is clean and free from debris or potential contaminants
- ✓ Clean and sanitize your table surface, allowing it to air-dry for one minute
- ✓ Cover with a clean covering
- ✓ Don’t put food containers directly on the table or it will need to be re-sanitized afterward
- ✓ Ensure that only you and your staff are able to gain access to your food handling area.

Outdoors

- ✓ Ensure the grounds around your area are free from debris, animal feces, etc.
- ✓ Store your food containers at least 6” off the ground, covered and away from direct sunlight
- ✓ Protect your table from blowing dust and debris
- ✓ Clean and sanitize your table surface, allowing it to air-dry for one minute
- ✓ Cover with a clean covering
- ✓ If the Market does not supply convenient hand washing facilities, or you operate in a remote location, you or your market organizers



will need to provide a Hand Washing Station. An acceptable example is provided in the *Appendix (page 23)*.

Managing Food Products

Protect food from airborne contamination

If you are selling ready-to-eat food that is not pre-packaged, from hot foods to baked food and confectionaries, you need to ensure that it is not susceptible to airborne contamination. This can be from dust, insects, hair, or coughing and sneezing. Protection can be accomplished in a number of ways:

- ✓ Keep the majority of products stored in covered containers, and at appropriate temperatures
- ✓ Display products in covered units or use a mesh tent or dome.
- ✓ Use a sneeze guard on your table, especially if you are selling hot, ready-to-eat food.

Sneeze Guards

The most effective way of safely displaying and dispensing unwrapped food at a Farmers' Market is with the use of a sneeze guard. Commercially available guards are generally intended to be permanently installed at a facility and can be expensive. Markets need a design that is portable, durable, and at a reasonable cost.

During the process of creating these food safety resources, a number of designs were explored and a reasonable alternative has been found. The unit is made of a polycarbonate material and designed to fit a six foot long folding table commonly used at markets. It is clamped to the table with "C" Clamps and has proven to be very practical and effective. Two sizes were created, one for vendors of baked goods, the other for those selling hot food in chafing dishes.

Feedback from vendors, market staff and consumers indicated that the guards add a significant sense of confidence and contribute significantly to an air of professionalism at the market. Vendors using sneeze guards



have indicated that they can significantly increase sales. Contact information for the sneeze guard fabricator piloted through this project is provided in the *Appendix (page 23)*.

Temperatures

Hot, ready-to-eat foods must be kept above 60°C at all times at the market:

- ✓ Pre-heat products to 74°C before transferring to chafing dishes
- ✓ Pre-heat the chafing dishes before adding the food
- ✓ Do not overfill chafing dishes. Keep food below the top of the dish
- ✓ Use a probe thermometer to regularly check the food's temperature
- ✓ Sanitize the thermometer probe with an alcohol swab from product to product
- ✓ Stir products regularly to ensure even temperatures



Other “Schedule A” Foods: All other potentially hazardous foods must be kept below 4°C at all times while at the market. These temperatures should be checked regularly throughout the day.

Frozen Foods such as meats and meat products must be kept frozen at all times until sold. Vendors need to monitor the temperature in frozen food containers and ensure that it is held below -18° C. This may be accomplished by using freezer packs or ice made from potable water. Ice or resulting water must not be in contact with food products.

Separation

It is important to ensure cross-contamination between and amongst various schedules of food does not happen:

- ✓ Never handle or process “Schedule A” and “Schedule B” foods with the same utensils or at the same time or on the same surfaces. Cutting boards should be dedicated to specific foods. This might be accomplished by using different coloured boards for different types of foods
- ✓ Wash hands between handling different foods
- ✓ Schedule A & B foods must be stored separately

Sanitization and Personal Hygiene:

- ✓ Never handle or process food when you are ill
- ✓ Wear disposable gloves always if you have cuts, abrasions or sores on your hands. Change gloves regularly
- ✓ Wear clean clothing and a clean apron when dispensing food

- ✓ Keep hair restrained and/or wear a covering when handling and dispensing food
- ✓ Do not wear rings, watches or bracelets when handling food - bacteria grow beneath them.
- ✓ Avoid artificial finger nails and chipped nail polish.

Hand Sanitation

Proper hand washing has been proven to be one of the most important ways of preventing the transmission of foodborne illnesses.



Wash your hands

- ✓ Before starting work,
- ✓ Before handling food,
- ✓ After Handling or washing dirty dishes or utensils,
- ✓ After using the washroom,
- ✓ After handling trash,
- ✓ After sneezing, coughing or blowing your nose,
- ✓ Before handling different types of food (i.e. "A" & "B" foods),
- ✓ After touching the face or hair,
- ✓ After smoking.

Thorough hand washing technique:

- ✓ Wet your hands under running water and apply 1 or 2 drops of soap.
- ✓ Lather hands with soap for 20 seconds or more, paying attention to palms, fingertips, fingernails, between fingers, the back of the hands, base of thumbs, and wrist and forearms, if contaminated.
- ✓ Rinse thoroughly and dry with a paper towel.
- ✓ Use the paper towel to turn off the tap.

Using hand sanitizers

- ✓ Use hand sanitizers frequently between regular hand washing, not as a substitute,
- ✓ Alcohol-based sanitizers work best on hands that are already dry and clean. Oil, dirt and moisture reduce their usefulness.
- ✓ Wet your palm with 1 or 2 pumps of the product and:
- ✓ Rub it into your palms, fingertips, fingernails, between fingers, the back of the hands, the base of the thumbs, and wrist and forearms
- ✓ Rub until completely dry

Using disposable gloves

Disposable gloves are not a substitute for frequent hand washing.

- ✓ Wash hands before using gloves
- ✓ Be sure they fit well
- ✓ Replace your gloves every two hours, or if they are torn, and when you would otherwise wash your hands (see above)



Handling money

Money can cause contamination. When taking money from a customer you need to ensure you do not transfer a contaminant to your food. Having one person at your table dedicated to handling the money is best. Using disposable gloves for either handling money or handling products, but not both, can reduce risk, as will frequent hand washing and/or sanitizing.

Table and Utensil Sanitation

The potential for food safety problems increases as the market day proceeds. Things get busy, the temperature increases throughout the day, and attention decreases. An established routine of regular cleaning and sanitizing can help keep things safe throughout the day.

- ✓ Clean up spills immediately with a clean cloth, used only for that purpose, or use disposable towels
- ✓ Sanitize food surfaces every two hours, allowing to air dry
- ✓ Wash, rinse and sanitize dishes and utensils and allow to air dry, or replace with backups. By regulation, towel drying is not permitted.
- ✓ Never handle food, including ice, with bare hands. Always use tongs, scoops or other clean utensils.
- ✓ Single-use utensils, including plates, must not be re-used.

Preparing food at the Market

Your ability to prepare Schedule “A” foods at the market is restricted to ready-to-cook items such as hot dogs and pre-formed hamburgers. You must ensure these items are cooked to the appropriate temperature.

Cutting, chopping, mixing, stuffing, etc. of perishable food is considered 'processing' and is not permitted at the food booth. This can only be done at a dedicated food preparation facility or kitchen area.

Providing Samples

Many food vendors provide samples of their products at their tables. It is important to ensure this practice is a safe one for your customers.

- ✓ Only display small amounts of product at one time, keeping the rest stored in covered containers
- ✓ Keep the sampling area clean
- ✓ Allow sampling only with single-use utensils, providing a trash container for disposal

Appendix

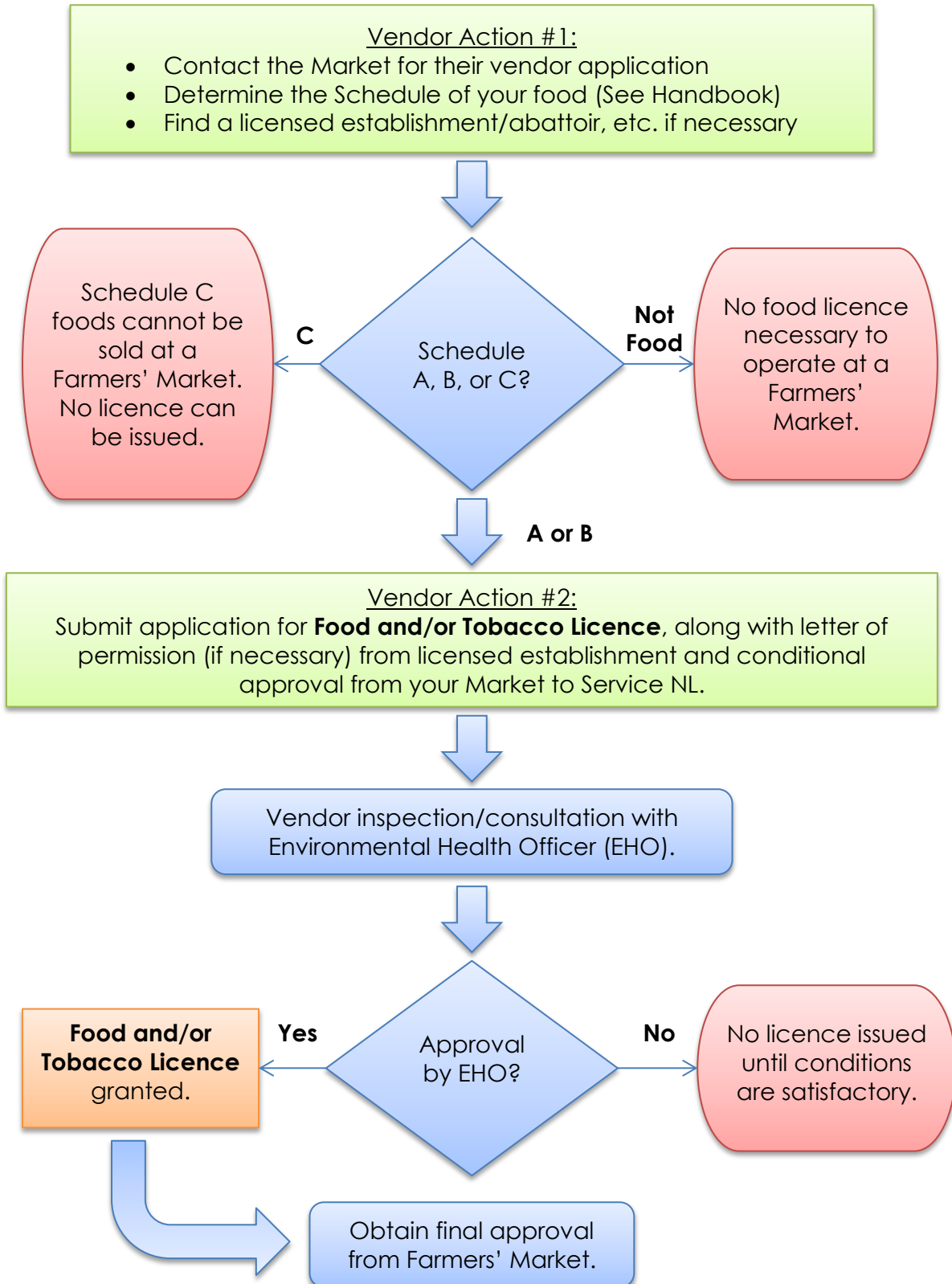
Food Vendor Licensing Flowchart

Food Product Temperature Monitoring Sheet

Food Safety Resources

Hand Washing Station

Food Vendor Licensing Flowchart



Food Temperature Monitoring Sheet

For Farmers' Market Vendors

Vendor: _____

Product: _____

Date	Time	Temp.	Comments	Initials

Notes:

Food Safety Resources

Provincial

Food Security Network NL offers a variety of resources to farmers' markets in Newfoundland and Labrador including the **Farmers' Market Food Safety: Vendor Handbook**; the **Farmers' Market Food Safety: Market Organizers Handbook**; and the **Farmers' Market Best Practices Toolkit**. For more information, contact:

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The St. John's Farmers' Market Co-operative were partners in the creation of this handbook and were directly involved in piloting the recommended food safety practices in their operations. They have a wide variety of food vendors selling at their market. For more information, contact:

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www.stjohnsfarmersmarket.org
admin.sjfm@gmail.com

Service Newfoundland and Labrador, Environmental Health Division

Environmental Health Contacts:

Labrador

Ken Russell, Manager
P.O. Box 3014, Stn. B
13 Churchill St.
Happy Valley-Goose Bay, NL
A0P 1E0
Phone: 709-896-5428

Western

Carl Hann, Manager
1 Riverside Dr.
P.O. Box 2006
Corner Brook, NL
A2H 6J8
Phone: 709-637-2446

Central

Bob Turner, Manager
Box 2222
Gander, NL
A1V 2N9
Phone: 709-256-1428

Eastern (includes Bonavista & Burin)

Bob Groves, Manager
8 Myers Avenue
Clareville, NL
A5A 1T5
Phone: 709-466-4064

Avalon – St. John's

Sharon Williams, Manager
5 Mews Place
P.O. Box 8700
St. John's, NL
A1B 4J6
Phone: 709-729-6362

Avalon – Harbour Grace

Calvin Adams, Manager
P.O. Box 512
Harbour Grace, NL
A0A 2M0
Phone: 709-945-3107

Department of Health and Community Services,

Food Safety Resources: Much useful information on proper food handling and preparation can be found at:

www.health.gov.nl.ca/health/publichealth/envhealth/foodsafetyinfo.html

Department of Natural Resources

This Department can provide a wide variety of resources and supports for local farmers. To explore how the department and its programs can assist with food safety matters, contact your local Agricultural Representative or one of those listed below:

Animal Health Division: This division can answer questions about the proper slaughter, butchering and processing of local meats and dairy products.

Dr. Hugh Whitney,
Phone: 709-729-6879

A list of currently Licensed Slaughter Facilities can be found at:

http://www.nr.gov.nl.ca/nr/agrifoods/animal/animal_health/meatplanninglisting.pdf

On Farm Food Safety Contacts:

Northeast Avalon:

Erin Kennedy
Food Safety/Food
Quality Technologist
P.O. Box 8700
St. John's, NL A1B 4J6
Phone: 709-729-1842
Email:
erinkennedy@gov.nl.ca

Elsewhere:

Blaine Hussey,
Manager, Market Development
Fortis Building, P.O. Box 2006
Corner Brook, NL A2H 6J8
Phone: 709-637-2320
Email: blainehussey@gov.nl.ca

Department of Environment and Conservation

Wild meat regulations: The sale of wild meat is restricted by provincial regulations. Fresh, un-cooked wild meats (including moose, bear, rabbits, birds, etc.) cannot be sold to the public. Cooked and preserved wild meats can only be sold by those holding both a Food Establishment

Licence and a Wild Meat Service Licence. Such meat products must be procured from a person holding both a Wild Game Licence and a Big Game Selling Licence. To get information about these regulations and licensing requirements, contact:

Licensing and Operations, Wildlife Division,

P.O. Box 2007,
Corner Brook, NL A2H 7S1
Phone: 709-637-2025

Use of pesticides on crops

For information on the use of pesticides:

http://www.env.gov.nl.ca/env/env_protection/pesticides/

Department of Fisheries and Aquaculture: The sale of seafood is regulated in this province. Only those holding the appropriate licences may sell seafood to the public. For more information, contact:

Licensing and Quality Assurance

Petten Building
30 Strawberry Marsh Road
St. John's, NL A1B 4J6
P.O. Box 8700
Phone: 709-729-3736

A list of those holding Fish Processors or Fish Buyers licences may be found at: <http://www.fishaq.gov.nl.ca/licensing/processing.html>

Sneeze Guard Fabricator

During the preparation of this resource we engaged the services of a plastics fabricator to design two sizes of sneeze guards appropriate for use at Farmers' Markets.

Randy Hussey

RJ Specialties
13 Hussey's Road
Portugal Cove – St. Philips, NL A1M 2V1
Phone: 709-685-4250

Federal

Canada Food Inspection Agency

- Labeling Guidelines
<http://www.inspection.gc.ca/english/fssa/labeti/labetie.shtml>
- Acceptable food containers
<http://active.inspection.gc.ca/scripts/fssa/reference/reference.asp>

- Food Allergens
<http://www.inspection.gc.ca/english/fssa/labeti/allerg/allerge.shtml>
- Organic Production Systems General Principles and Management Standards
<http://www.tpsgc-pwgsc.gc.ca/ongc-cgsb/programme-program/normes-standards/internet/bio-org/documents/032-0310-2008-eng.pdf>

Online Resources

The material for this Handbook has been drawn from a wide variety of resources, many of which exist online. The following were some of the more useful. You may wish to review them and expand your overall understanding of food safety practices elsewhere. Be aware that regulations vary from one jurisdiction to another and may not be quite the same as those in force provincially or at the federal level.

Ontario Ministry of Agriculture, Food and Rural Affairs ***“Advantage Good Agricultural Practices Manual”***

This very comprehensive manual can serve as a very useful resource for all agricultural producers in Newfoundland and Labrador:

<http://www.omafra.gov.on.ca/english/food/foodsafety/producers/gap-tableofcontents.htm>

The Ministry website also contains a wide variety of very helpful resource materials for agricultural producers.

Farmers’ Markets Ontario ***“Food Safety Matters: A manual for farmers’ market vendors, managers and staff”***

<http://www.farmersmarketsontario.com/DocMgmt%5CFood%20Safety%5CManuals%5CFMO%20Food%20Safety%20Guide.pdf>

The Alberta Farmers Market Association ***“Marketing Food Safely Manual”***

A comprehensive guide to food safety. For purchase at:

<http://www.albertamarkets.com/Members/MarketingFoodSafelyGuide/tabid/85/Default.aspx>

Farmers Market Federation of New York: ***“Farmers Market Manager Training Manual”***

A comprehensive guide and training manual to setting up a farmers’ market in New York State. http://www.nyfarmersmarket.com/NYFM_Training_Manual.pdf

University of California ***“Food Safety at Farmers’ Markets and Agritourism Venues”:***

http://sfp.ucdavis.edu/farmers_market/safety/

Hand Washing Station

Example of simple hand washing station, including water dispenser, hand soap, bucket, and paper towel.

