

MID BERGEN REGIONAL HEALTH COMMISSION

President

Paul Viola

Health Officer

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<https://midbergen-regionalhealth.org/>

Member Towns:

Bogota, Englewood Cliffs, Leonia
New Milford, River Edge

Contracting Towns:

Bergenfield, Carlstadt, Cliffside Park,
Closter, Garfield, Hasbrouck Heights,
Ramsey, Ridgely Park, Tenafly, Wallington



Pre-Operational Checklist of Requirements

As a Retail Food Establishment owner, it is your responsibility to understand and comply with:

N.J.A.C. 8:24 "Sanitation in Retail Food Establishments and Food and Beverage Vending Machines"

- All hardware and construction debris etc. removed from establishment
- All areas of establishment, including equipment and kitchenware, are cleaned and sanitized
- Food Protection Manager Certificate – Individual(s) with certificate must be on site at all hours of operation
- Hot and cold running water available at all times
- Sink Requirements:
 - 3 compartment sink and/or Commercial dishwasher – high temperature or chemical sanitizing
 - Adequate supply of sanitizer and test strips readily available at all times
 - Adequate area to air dry dishes
 - Hand-washing sink in all food preparation areas and restrooms
 - Soap, and hand drying provision available at all times at each handwashing facility
 - "Employees must wash hands" signs posted in all `restrooms and hand washing sinks
 - Adequate preparation sinks
 - Curbed(floor) mop sink and appropriate area to store cleaning supplies and equipment
 - Indirect waste pipe by means of an air gap for all equipment and fixtures utilized for the storage, preparation and handling of food: 3-compartment sink, ice machine, food prep sinks, walk-in units etc.
- Grease trap is appropriate size and cleaning schedule available and posted in establishment at all times
- Refrigerators must maintain 41°F or below at all times of operation. Freezers must keep food frozen solid.
 - Internal thermometers must be located in every refrigerator
- All hot holding equipment must be capable of maintaining 135°F or above
- HACCP Plan for Risk Type 4 Establishments required
- Adequate & appropriate gloves, deli tissues and/or utensils
- Covered trash receptacle in women's restroom
- Certified Pest Control contract and schedule available and posted in establishment at all times
- Storage areas protected (storage under wastewater pipes prohibited)
- Dumpster/refuse pick-up arranged
- Copy of menu provided
- "No smoking" sign posted
- Choking prevention poster in dining area (if applicable)

Approval from Municipal Building/Electric/Fire/Plumbing Code Officials required prior to Health inspection

Name of Establishment: _____ Address: _____

Pre-Operational Inspection Date: _____ Satisfactory _____ Not Satisfactory _____

Owner Name: _____ Owner Signature: _____

Health Department Signature: _____