FARMERS MARKET AND GENERAL MARKET

ORGANIZER & FOOD VENDOR REQUIREMENTS

WINDSOR-ESSEX COUNTY HEALTH unit
Bureau de santé de Windsor-comté d'Essex

ALL MARKETS AND VENDORS who sell food products are inspected by a Public Health Inspector (PHI). The PHI will inspect each food vendor according to relevant legislation such as the Ontario Regulation 562: Food Premises and the Health Protection and Promotion Act.

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What's the difference?

VS.

GENERAL MARKET

A General Market is similar to a Farmers' Market except that the majority of the food vendors do not sell their own farm products. A general market is when **50% or less** of the vendors are selling their own farm products. The Ontario Regulation 562: Food Premises applies to these markets as well as the Health Protection and Promotion Act.

For a General Market, food vendors will NOT be permitted to sell food prepared at an uninspected premises.

FARMERS' MARKET

A Farmers' Market is a central location where a group of persons and/or food vendors meet to sell food products to the public. These food products may include farm products[1], baked goods, preserved foods and prepared foods that incorporate their own products (also known as value added goods).

To be classified as a Farmers' Market, **greater than 50%** (e.g., 50% +1) of the vendors must sell **their own** farm products. For example, if there are 20 vendors in a market, 11 vendors must offer for sale their own farm products and at least 50% of these products must be from their own farm.

The Ontario Regulation 562: Food Premises does not apply to Farmers' Markets. However, other relevant legislation such as the Health Protection and Promotion Act (HPPA) still apply.

Please be advised, the type of market will be determined by the PHI during a routine assessment of all vendors in the market, including the non-food vendors.

WHAT IS THE PUBLIC HEALTH INSPECTOR'S ROLE REGARDING ALL MARKETS?

A PHI will conduct an on-site assessment of the market to determine whether or not the Ontario Food Premises Regulation 562 applies to the market. The PHI will advise food vendors on safe food handling practices and address potential health hazards.

WHAT CAN YOU **NOT** SELL AT THE MARKET?

- Ungraded eggs (e.g., Farm-gate eggs)
- Unpasteurized milk and dairy products
- Uninspected meats (meats not federally or provincially inspected)
- Foods prepared in an uninspected facility if the market is considered a 'General Market'

WHAT IS MYPICK ® VERIFIED LOCAL FARMER® PROGRAM?

MyPick ® Verified Local Farmer® is a certification program operated by Farmers' Markets Ontario® where local farmers can be certified that the products they have for sale at farmers' markets are locally grown products. This certification can help the public and farmers' market organizers determine if products from a vendor are locally grown and produced. Visit **www.farmersmarketsontario.com/mypick/index.cfm** for more information. This certification is not mandatory for a farm vendor.

[1]Farm products means products that are grown, raised, or produced on a farm and intended for use as food and include, without being restricted to, fruits and vegetables, mushrooms, meat and meat products, dairy products, honey products, maple products, fish, grains and seeds and grain and seed products.

Notification Procedure

Under the Health Protection and Promotion Act, 1990, the Health Unit **MUST** be notified when food is offered to the public at a market.

The following information will provide you with the market guidelines in accordance with the requirements of the Ontario Regulation 562 under the HPPA. .

Applications can be found on the Health Unit website www.wechu.org or by calling 519-258-2146 ext. 1450.

Applications can be sent to:
Windsor-Essex County Health Unit
1005 Ouellette Avenue
Windsor, ON N9A 4J8

Or faxed to: 519-258-8672

Once the applications are received, they will be reviewed by a Public Health Inspector who will contact the organizer and all food vendors to collect additional information.

Market Organizer
RESPONSIBILITIES

- All individuals and/or organizations planning to operate a market must submit a **Market Organizer Application Form.**
  - New markets – Please submit the application form **30 days** prior to the start of the market.
  - Re-occurring markets – Please submit the application form **14 days** prior to the start of the market.
- Organizer(s) must also submit a **full list of vendors** (including non-food vendors) to the Health Unit along with the application form.
- Distribute the **Market Food Vendor Application Form** and Market Informational Package to all food vendors.

- Ensure that food vendors submit application forms to the Health Unit at least 14 days prior to the event.
- Choose a location where the land is dry and well drained.
- Ensure that each food booth has appropriate flooring (e.g., concrete, asphalt). If the floor is subject to ground contamination such as grass, raised flooring is required (e.g., plywood on pallets).
- Ensure that a potable water supply is provided.
- If food vendors are preparing food on-site or providing samples, ensure the following:
  - Handwashing sinks are provided. Ensure that hot and cold or lukewarm water, liquid soap, and paper towels are provided for handwashing sinks. Ensure the handwashing sinks are conveniently located.
  - Ensure that each food vendor is aware of the location of the dishwashing station (if necessary).
- Arrange for proper disposal of garbage and waste water at designated site.
- Washrooms must be maintained in a sanitary condition and be provided with handwashing sinks stocked with liquid soap and paper towels.
- Ensure there is an adequate supply of electricity for operation of each food booth (if needed).

Food vendors may not be permitted to sell food prepared at home. The Health Unit recommends that all food be prepared in an inspected food premises (e.g., banquet hall, community kitchen etc.).

Follow these guidelines to ensure that your event operates in a safe manner and in accordance with the appropriate legislation.

Failure to meet the requirements may result in a delay or inability of a food booth to offer food to the public. If a health hazard is found to exist during the operation of the market, the Windsor-Essex County Health Unit may require the operation to close until the health hazard is corrected.

Market Food Vendor
RESPONSIBILITIES

- Fill out and submit the **Market Food Vendor Application Form** at **least 14 days** prior to the start of the market.
- Educate yourself and staff on safe food handling practices. To learn more about the Food Handler Certification Course visit www.wechu.org
- Find out what foods you can or cannot sell at the Market.
- Verify that all equipment is in good repair and is working properly before preparing or bringing food to the booth.
- Be aware that food deemed unsafe will be discarded during inspection.
- If you are preparing food on-site, ensure you follow the **Food Vendor Requirements** in this document.
- If you are preparing food off-site in a rented kitchen, you will be asked to provide proof of where the food was prepared (e.g., letter from facility owners, rental agreement, latest inspection report).

FOOD VENDOR REQUIREMENTS

If you are a food vendor preparing and handling food on-site and in the outdoors (e.g., cooking or reheating food, preparing food or drinks), food preparation booths must meet the specifications listed below.

FOOD BOOTH CONSTRUCTION

The following describes what is required when you are constructing the food booth.

Roofing and side walls

Food preparation must be done in an enclosed area with a roof and at least two sides/walls. The front will be used for sale and service of food and the back will be used as an opening to the cooking area. Note: Gasoline/propane fueled equipment such as barbecues or grills must meet the Fire Department's fire code.

Flooring

Floors must consist of a non-absorbent solid material such as plywood or cement and be maintained in a sanitary manner. Do **NOT** use tarps or carpet for flooring. Raised flooring such as pallets is required when the food booth is subject to ground contamination (e.g., grass, dirt, gravel, or poorly drained areas).

Food Preparation Surfaces

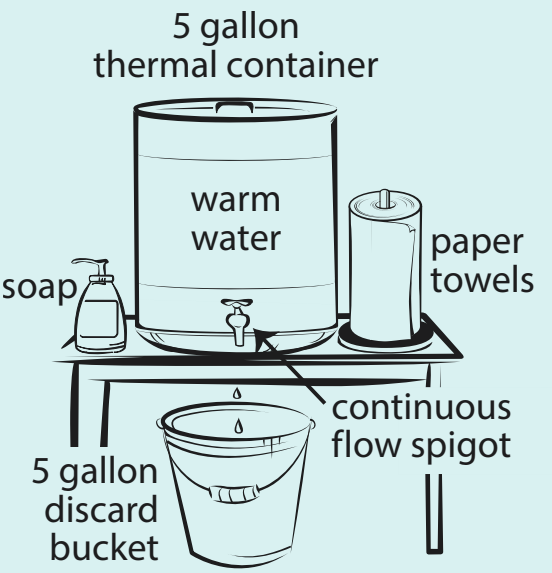
Counters and table surfaces must be smooth, in good repair, non-absorbent, and easily cleanable.

Potable Water Source

Food booths must be supplied with a potable (clean) water source. All water lines should be disinfected prior to use and meet the plumbing code.

Dishwashing

If required, the market organizer should provide on-site dishwashing and food vendors should have access to a two compartment sink with hot and cold running water for utensil washing within market grounds.



Handwashing Sink

Designated handwashing sinks are required to have the following:

- Hot and cold running water (or lukewarm water supply)
- Liquid soap in a dispenser
- Paper towels

If a portable hand sink is not available, a temporary handwash sink may be constructed following the diagram.

Waste and garbage removal

Rodent-proof garbage bins with lids must be provided for waste storage, emptied when needed, and be maintained in a clean and sanitary manner. Liquid waste should be appropriately disposed. See your organizer for more information.

FOOD PROTECTION

Food Source

All food must be obtained from an approved (inspected) source and prepared in an inspected food premises.
*Please refer to the section **What can you NOT sell at the Market?**

All packaged food should have proper labelling that identifies the name of company, address, contact information, and ingredient list. For more labelling requirements contact the Canadian Food Inspection Agency (CFIA).

Cross-Contamination Prevention

- Raw and ready-to-eat products must be fully separated and stored in covered, thermally-insulated containers to prevent contamination. This includes during transportation to and from the market.
- In the refrigerator, raw foods must be stored on the lowest shelf.
- Use separate cutting boards and utensils when preparing raw meat and ready-to-eat foods such as produce.
- Food on display must be covered with a sneeze guard, or containers with lids or covers.
- Food shall be handled with tongs, scoops, or spoons as much as possible to avoid direct contact with hands.
- Extra clean utensils must be available on-site and stored in a sanitary manner.

Food Storage

All foods must be stored in clean, food-grade containers and be covered as well as be stored at least 15 cm (6 inches) off the ground.

Serving Food

Single-service utensils (e.g., plastic, paper or Styrofoam, toothpicks, or serving spoons) are preferred. If multi-service utensils are to be used, a three compartment sink must be provided on-site.

TEMPERATURE CONTROL

TEMPERATURE CONTROL	REQUIREMENT	MINIMUM INTERNAL TEMPERATURE
Cooking Temperatures	All hazardous foods MUST be cooked to the minimum internal cooking temperature for at least 15 seconds.	82°C (180°F) Whole Poultry 74°C (165°F) Poultry (includes ground poultry) 74°C (165°F) Food mixtures containing poultry, eggs, meat, fish, or other hazardous food 71°C (160°F) Pork, ground meat 70°C (158°F) Fish
Reheating	Foods must reach minimum internal temperature for at least 15 seconds, and be reheated within 2 hours.	Original cooking temperatures. See above for cooking temperatures.
Hot Holding	Cooked foods that are to be served hot must be maintained at the minimum internal temperature.	60°C (140°F) or higher
Cold Holding	All hazardous foods must be stored at the minimum cold temperature. Refrigeration is strongly recommended. Frozen foods must be kept frozen.	4°C (40°F) or colder -18°C (0°F) or colder (Freezer)
Thawing	Never thaw foods at room temperature. Thaw foods in the fridge or in a sink under cold running water.	4°C (40°F) or colder

IMPORTANT: Use a calibrated probe thermometer to check internal temperatures of hazardous foods.

Potentially Hazardous Foods

Foods capable of supporting the growth of disease-causing microorganisms or the toxins the microorganism produces. Examples include: meat, poultry, eggs, milk, milk products, fish, and seafood.

For more examples see Appendix 1.

PERSONAL HYGIENE

All food handlers must practice good personal hygiene.

- Wear clean outer garments.
- Wear headgear that confines hair (e.g., hat or hairnet).
- Do not smoke or eat while preparing foods.
- Properly wash hands with soap and water:
  - Before and after preparing foods (especially after handling raw meats).
  - After using the toilet.
  - After sneezing, coughing or touching the face.
  - After handling money and garbage.

CLEANING AND DISHWASHING

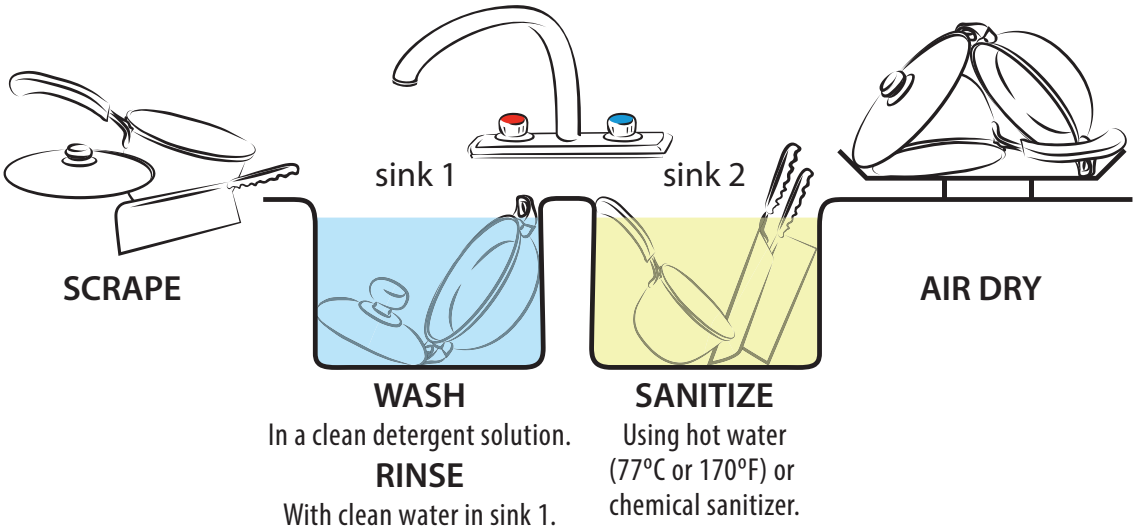
Provide a sanitizer bucket or spray bottle to sanitize food contact surfaces. Ensure to properly label all sanitizer buckets and spray bottles.

TYPES OF SANITIZERS AND PROPER CONCENTRATIONS

Sanitizers	Concentration (parts per million)	Concentration for clean-in place equipment (parts per million)
Chlorine (e.g., household bleach)	100 ppm	200 ppm
Quaternary Ammonium	200 ppm	400 ppm
Iodine	25 ppm	50 ppm

Test strips are required to verify sanitizer concentration

If dishwashing facilities are available, equipment and utensils must be washed and sanitized in a two compartment sink after each use, using the following method.



For more information please visit our website at www.wechu.org
or call us at 519-258-2146 ext. 4475.

POTENTIALLY HAZARDOUS FOODS

- Antipasto
- Cabbage rolls
- Cakes/pastries with whipped cream, cheese, or cream fillings
- Canned products
- Low acid canned vegetables (e.g., pH 4.6 beans, asparagus, beets, carrots, mushrooms, broccoli, peas)
- Cured meat
- Meat
- Soups
- Sauces
- Cheese
- Creamed corn
- Dairy products (e.g., milk, cream cheese, yogurt)
- Fish and shellfish
- Fresh or processed meat and sausages
- Fresh shell eggs (washed, graded, whole, uncracked, salads)
- Foods containing eggs as ingredients (e.g., custards, salads)
- Garlic spreads, oils
- Guacamole
- Herb and flavoured oils
- Hummus
- Juice
- Pesto
- Perogies
- Processed beans, including baked, refried and bean salad
- Tofu

NON-POTENTIALLY HAZARDOUS FOODS

- Apple sauce
- Brownies
- Bread and buns (no dairy or cheese fillings)
- Butter tarts
- Cakes (icing sugar only, no whipped cream)
- Chocolate
- Cinnamon buns
- Cookies
- Dried fruits
- Dry cereal products
- Dry noodles
- Fresh fruits and vegetables
- Fruit pies and pastry
- Fudge
- Honey
- Jam/Jelly
- Maple syrup
- Muffins
- Popcorn
- Toffee
- Wine and herb vinegar

Reference:

The Association of Supervisors of Public Health Inspectors of Ontario. (May 2012). *Common Approaches for Farmers' Markets & Special Events. A Guide for Public Health Units.* Retrieved from http://www.farmersmarketsontario.com/DocMgmt%5CFood%20Safety%5CHealth%20Unit%20Guidelines%5CASPHIO-CommonApproachesGuidelinesRevisedMay2012.pdf

WINDSOR-ESSEX COUNTY
HEALTH UNIT
Health Inspection Department

1005 Ouellette Avenue
Windsor, Ontario N9A 4J8
www.wechu.org
519-258-2146 ext. 4475