



MOBILE FOOD

A GUIDE TO PERMITTING
IN ALBUQUERQUE



PAVE THE WAY FOR SUCCESS

WHAT YOU NEED TO KNOW TO
PERMIT AND OPERATE A MOBILE
FOOD UNIT IN ALBUQUERQUE.



PERMITS AND FEES

Mobile food units are required to have a business registration. Business owners must register their business at the commissary address that supports the mobile food unit. City of Albuquerque business registration costs \$35.00 per year. Health permits for mobile food units cost \$120.00 per year per unit.

Your inspector will ask you to provide a copy of your New Mexico Tax ID Registration form. This can be obtained at the New Mexico Taxation and Revenue office at 5301 Central Ave. NE in Albuquerque. (505) 841-6200

DEFINITIONS

Mobile Food Unit Any wagon, truck, push cart, or vehicle self-propelled or otherwise movable from place to place from which any person sells, offers for sale, or gives away, beverages, food or any food product for human consumption. A mobile food unit may be as complex as a full commercial kitchen on wheels or may be as simple as a push cart.

Commissary A permitted food business that acts as the base of operations for a mobile food unit. A commissary provides necessary facilities that can't be provided by the mobile food unit. These services include storage of food, paper goods and supplies, a place to dispose of garbage and grease. A commissary provides a place to fill fresh water tanks and dispose of waste water. It may provide a place for overnight parking and provide electrical outlets to support equipment when the mobile unit is not in operation. It may provide a place to do some or all food preparation. The services provided will depend on the needs of the mobile food unit.

PERMITS

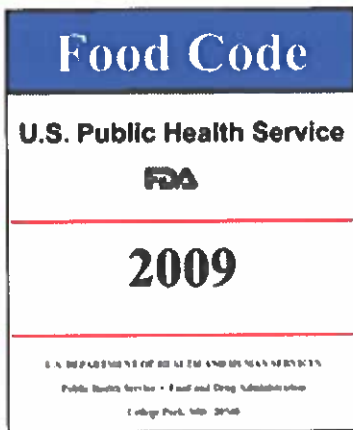
MOBILE FOOD UNIT – full service. A commercial kitchen on wheels.

PUSH CARTS This category includes bicycle carts, and ice cream carts.

Fees are the same for all categories of Mobile Food permits.

Please note that if you are going to be cooking or otherwise preparing food in your unit, it must be within an enclosed vehicle or trailer. No open trailers are allowed.





KNOW YOUR FOOD CODES

Mobile food businesses are regulated by the City Of Albuquerque Food Sanitation Ordinance. The Food Sanitation Ordinance refers to the 2009 FDA Food Code as a scientific guidance document. Both documents contain requirements that effect your business operation. Links to these documents can be found on the City web site www.cabq.gov and are available in the City Clerks Office.

SAFE FOOD

ALL HOMEMADE FOODS ARE PROHIBITED.

Food prepared or stored at home may not be sold from your mobile unit. All ingredients must come from permitted food vendors, such as food distributors and grocery stores. Ask to see your suppliers health permit if you are unsure.

TEMPERATURES

USE YOUR THERMOMETER.

Cold food must be 41 degrees F or colder. Hot food must be 135 degrees F or hotter during hot holding. Reheat prepared foods to at least 165 degrees F. Use your calibrated thermometer to check food temperatures. Always check temperatures with your thermometer and maintain safe food temperatures.



CONSUMER ADVISORY

Consuming raw or undercooked meat, eggs, poultry or seafood increases your risk of contracting a foodborne illness - especially if you have certain medical conditions.



You should note that food items that are undercooked in any manner, like ceviche , rare or medium rare hamburgers and eggs with runny yolks require a consumer advisory like the one above. The advisory must be posted on your menu or in a conspicuous location on your unit.

HAND WASHING

WHEN TO WASH:

- after touching your body
- before changing your gloves
- after using the rest room
- after coughing, sneezing, blowing your nose
- after eating, drinking or smoking, and after handling soiled equipment
- when switching between handling raw food and ready to eat food
- after any activity that might contaminate your hands and as often as necessary to prevent cross contamination when preparing foods

GENERAL REQUIREMENTS

SIGNAGE

The name and address of the business must be permanently displayed on both sides of the mobile unit in letters at least 3 inches tall and 1/2 inch wide. Your permit sticker must be clearly displayed and the permit to operate must be kept on board at all times.



PLAN REVIEW



Before you build a mobile food unit, please bring a copy of your menu and a equipment layout drawing to the Environmental Health Plan Review Office for review. If you are buying an existing mobile food unit, please contact the office prior to finalizing your purchase to make sure that the unit you are buying will pass inspection. Call the Environmental Health Plan Review Office at (505) 924-3623 to schedule an appointment.

EQUIPMENT REQUIREMENTS

Your menu determines the equipment that is required. If you are handling unwrapped food, a hand wash sink is required with hot and cold water, soap and disposable towels available. Residential equipment is not allowed in your commercial business. Equipment must be certified by an ANSI (American National Standards Institute) accredited certification program such as NSF or equivalent.

If you will need to wash any equipment on board the vehicle, a three compartment sink with two 18 inch drain boards is required.

Fresh water tanks must be sloped to drain. Inlets must be covered to protect from road dust and other contamination. Waste water tanks must be at least 15% larger than fresh water tanks.

If your menu requires a stove, griddle or other cooking equipment that creates open flames or grease laden vapors, a commercial type 1 exhaust hood with a fire suppression system is required.



DAILY REQUIREMENTS

AND OTHER THINGS YOU NEED TO KNOW



Your mobile food unit must report to the commissary daily.

Health permits are not transferable.

If you sell the business to a new owner, they must obtain a new permit. If you change commissary locations, you must obtain a new health permit. If you change your mailing address or your phone number, please let us know. If we can't locate your business for inspection, your health permit may be placed out of business.



CLEAN AND SANITIZE

Mobile Food Units preparing food on board must have a three compartment sink. A separate compartment is needed for each step in the ware washing process: WASHING, RINSING AND SANITIZING.

Approved sanitizers include **chlorine, quaternary ammonia and iodine**. Follow the instructions on the label for proper dilution of quaternary ammonia. Chlorine bleach is the most commonly used sanitizer. Chlorine bleach should be diluted to between 50—100 ppm chlorine. This is done by mixing about 1 tsp. bleach per gallon of water. Verify the concentration with test strips. An approved sanitizer and test strips must be kept on board your mobile unit at all times.

Your hand wash sink may be used only for washing hands. Never use it for any other purpose.



ILLNESSES

We all get sick sometimes, plan ahead to keep your business healthy.

You need to know when you or your employees are too sick to work.

An employee must report the following symptoms to the person in charge:

- **Vomiting**
 - **Diarrhea**
 - **Jaundice**
 - **Sore throat with fever**
 - **An infected wound or lesion on the hands or wrist.**
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PERMITS

PUSH CARTS—All permits must be renewed each year. Arrangements for inspections, renewals, or change of ownership shall be made by calling Consumer Health Protection at 311 in Albuquerque. Permits are NOT transferable and each cart must be licensed separately.

MOBILE FOOD UNITS—

- Mobile Food Units will display a green “APPROVED” sticker in a visible window on the truck.
- Pushcarts display a yellow date sticker.
- All permits must be renewed each year.

The Consumer Health Protection Office is open Monday to Friday 8am to 5pm.

PLEASE NOTE THAT PRE-OPENING INSPECTIONS ARE ONLY CONDUCTED BY APPOINTMENT.

Pre-opening inspections will be done at your commissary.

Call (505) 768-2638 for information and to set up an inspection time.

The mobile unit must be fully operational, with all water tanks filled and equipment functional. All mobile food units except push carts must be inspected by the Fire Department prior to your health inspection.



FIRE DEPARTMENT REQUIREMENTS

(505) 764-6300

- All mobile food vendors must have a 2A10BC portable fire extinguisher mounted in a conspicuous place in the kitchen area. IFC906.1
- Mobile food vendors with portable generators must have a 3A40BC portable fire extinguisher in addition to the other fire extinguishers IFC906.1
- All mobile food vendors that produce grease laden vapors must have a class K portable fire extinguisher within the kitchen area IFC904.11.G
- All portable fire extinguishers must be serviced and inspected annually. They must have tags proving that they were serviced. NFPA10
- If the vendor produces any grease laden vapors (pan frying, deep-fat frying, using the griddle, etc.) a type 1 hood must be installed. NFPA96
- All type 1 hood systems must have a pre-engineered hood suppression system that meets NFPA17 standards. When a pre-engineered dry chemical system can't be installed or serviced annually, the suppression system must be upgraded to a UL300 suppression system. NFPA179.9
- The hood suppression system must be serviced and inspected every 6 months. NFPA96.8
- All of the cooking appliances producing grease laden vapors must be under a type 1 hood. No part of the appliances can extend beyond the outer lip of the hood. IFC610.1
- All deep-fat fryers must have a steel baffle between the fryer and surface flames of an adjacent appliance. The baffle must be 8 inches in height. NFPA96.13
- L.P. Gas containers shall be located outside. Safety release valves shall be pointed away from the unit. NFPA58 AND 54
- Any hose used to pipe L.P. Gas to a device shall be UL or FM listed specifically for LP Gas service. All couplings, fittings, and any other devices shall meet the requirements for LP Gas Service as outlined in the International Fuel Gas Code, NFPA 58 and 54, or be deemed unapproved and removed from service.
- All Mobile Units with propane shall post a NO SMOKING sign next to the propane bottle. KFC3807.2



Consumer Health Protection Division

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