



Town of Ipswich
Board of Health
25 Green Street
Ipswich, MA 01938
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MOBILE FOOD UNIT/PUSHCART PLAN AND OPERATIONS REVIEW

Mobile Food Unit 

Pushcart 

Name of Business: _____

Name of Owner: _____

Address: _____

Mailing Address: _____

Telephone: _____

Applicant's Name: _____

Mailing Address: _____

Telephone: _____

Title (owner, operator, etc.): _____

Base of Operation:

Name: _____

Address: _____

City/Town: _____

Telephone: () _____ Owner/Manager: _____

Type of Establishment: _____ Permit No.: _____

1. Food Supplies

1. Are all food supplies (including ice and water) from inspected and approved sources?
Yes () No ()

List sources: _____

2. Will all pre-packaged food be labeled with the name and address of manufacturer, name of product, list of all ingredients, allergens and net weight?
Yes () No ()

3. Will all pre-packaged, potentially hazardous foods (phf's) also be labeled with a sell-by date?
Yes () No ()

4. Will daily invoices for all foods being offered be kept on the truck?
Yes () No ()

2. Food Storage

1. Are adequate mechanical freezer and refrigeration available to maintain:
frozen foods at 0°F and below? Yes () No ()
refrigerated foods at 41°F and below? Yes () No ()

Number of refrigeration units:
Number of freezer units:

2. Is each refrigerator/freezer equipped with a thermometer? Yes () No ()

3. Will raw phf's be stored in the same refrigerators and freezers with cooked/ready-to-eat foods?
Yes () No ()

If yes, how will cross-contamination be prevented? _____

4. Will all unwrapped foods be protected from dust, road dirt, insects, etc.? Yes () No ()

If yes, how will the food be protected? _____

3. Construction

1. Is the unit constructed of safe materials that are durable, smooth, and easily cleanable?
Yes () No ()

Describe construction materials: _____

2. Is the unit constructed and arranged so that food, drink and utensils will not be exposed to insects, rodents, dust or other contaminants? Yes () No ()

3. Are protective covers provided for unwrapped foods on display? Yes () No ()
4. Does the mobile food unit/pushcart have the name and address of the owner or company displayed on either side in letters at least 3 inches in height? Yes () No ()

D. Water System/Waste Retention

1. Is a sink with hot and cold running water under pressure available in the unit for handwashing? Yes () No ()
2. Are sinks with hot and cold running water under pressure available for washing equipment and utensils? Yes () No ()

If yes, state dimensions (length x width x height): _____

If no, where will equipment and utensils be cleaned and sanitized? _____

3. Sanitizing Agent: _____ Concentration: _____ (ppm)

Are test papers available to measure the strength of sanitizing solution? Yes () No ()

4. Size of water supply tank: _____ gal.

Size of waste retention tank: _____ gal.

(NOTE: should be 15% greater than water tank)

5. Is water inlet of supply tank kept capped (while not being filled) and located in such a manner that it will not be contaminated by waste discharge, road dust, oil or grease? Yes () No ()
6. Is the waste retention tank connection located lower than the water inlet connection? Yes () No ()
7. How and where will the liquid waste from the retention tank be disposed of? _____

NOTE: A mobile food unit servicing area must be provided at the base of operation if:

- Unpackaged food is placed on the mobile food unit/pushcart, and/or
- The mobile food unit is equipped with waste retention tanks

E. Food Preparation

Note: Applies only to mobile food units with water systems. Mobile food units without water systems and pushcarts are limited to the sale of non-potentially hazardous foods, pre-packaged potentially hazardous foods(phfs) and the preparation of hotdogs.

1. List how each category of hot foods will be cooked/reheated.

NOTE: Potentially hazardous foods to be served hot must be rapidly reheated to an internal temperature of 165°F within 1 hour.

2. How will hot bulk foods be maintained at 140°F?

3. Will food product thermometers (0-212°F) be used to measure temperatures of phfs after cooking/reheating and during hot holding? Yes () No ()
4. Will sandwiches, salads and other cold ready-to-eat foods be prepared and/or assembled on-site?
Yes () No ()

If yes, will utensils, disposable gloves, single-service papers etc., be used to minimize food handling?
Yes () No ()
5. How will dispensing utensils be stored?
6. How will utensils be cleaned and sanitized if necessary during use?
7. Describe handwashing facility on unit.
8. Will any self-service of bulk foods be allowed? Yes () No ()

If yes, how will the food be protected from contamination by the customer? _____

If yes, will a sign be posted to inform the customer that utensils, tissue paper, etc. must be used?
Yes () No ()

9. Are all condiments, coffee creamers, sugar etc., individually wrapped or in pour-type dispensers?
Yes () No ()
10. Are all single-service articles individually wrapped or stored in sanitary containers? Yes () No ()
11. Will bulk phfs be discarded at the end of each business day? Yes () No ()

How will out of date packaged phfs be handled?

THE FOLLOWING ITEMS MUST BE SUBMITTED WITH THIS PLAN REVIEW PACKET:

- **A COPY OF YOUR WRITTEN AGREEMENT WITH A LICENSED COMMISSARY OR LICENSED FOOD ESTABLISHMENT THAT ALLOWS FOR YOUR USE OF THE FACILITY AS A “BASE OF OPERATIONS”.**
- **A COPY OF THE BASE OF OPERATION’S CURRENT FOOD PERMIT.**
- **A COPY OF YOUR HAWKERS & PEDDLERS LICENSE.**
- **A COPY OF THE MOBILE FOOD UNIT’S MOTOR VEHICLE REGISTRATION.**
- **THE FOOD ESTABLISHMENT PERMIT APPLICATION AND FEE.**
- **A LIST OF MENU ITEMS TO BE OFFERED.**
- **A LIST OF LOCATIONS TO BE VISITED IN IPSWICH AND AN ESTIMATED TIME DURING THE DAY FOR EACH LOCATION.**

AN INSPECTION OF THE MOBILE FOOD UNIT/PUSHCART MUST BE COMPLETED BY THE HEALTH AGENT BEFORE THE MOBILE FOOD UNIT/PUSHCART WILL BE ALLOWED TO OPERATE.