

Duplin County Environmental Health Push Cart Application

Type of Application: New Change of Commissary Transfer of Ownership

Name of Unit (as posted on unit): _____

Owner Name: _____ Emergency Contact Name & Phone: _____

Owner Mailing Address: _____

Owner Phone: _____ Owner Email: _____

Owner Physical Address: _____

Address for Unit Storage: _____

Commissary Name: _____

Commissary Address: _____

Commissary Contact Person and Phone: _____

Type of Unit: Pull Type Unit Enclosed Unit VIN # of Unit: _____

License Plate (if applicable): State _____ Number _____

Description of Unit (color, markings, etc.): _____

Make/Model/Color/Plate # of hauler: _____

Type (well/municipal) and location of freshwater used to fill tank (if applicable): _____

NSF/ANSI Certification

Is a data plate including the required information affixed to the pushcart? _____ Location: _____

If the pushcart is NSF listed, indicate:

Manufacturer: _____ Model: _____

**See page 6 for data plate requirements. If the pushcart is not NSF listed, you must complete page 4 of this application.*

I hereby certify that the information contained in this application is correct. I understand that any deviation without prior approval from Duplin County Environmental Health may nullify plan approval. Plan submission does not guarantee that a permit can be issued. Incomplete applications will not be reviewed. Submit a \$120 application fee with application. I also understand the requirements for push carts set forth on page 2 of this application, entitled 'Important Information for Pushcart Operation'.

Signature of Owner/Responsible Party: _____

Printed Name: _____ Title: _____ Date: _____



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Important Information for Pushcart Operation

Minimum Requirements for Pushcarts

- Must operate in conjunction with a permitted commissary and report back daily for supplies, cleaning and servicing unit; i.e. washing dishes, disposal of waste, cool food, prepare garnishes, replenish water/supplies (if applicable).
- ONLY hot dogs or the like may be prepared, handled and served from the pushcart
- Prepared, pre-portioned and individually pre-wrapped foods may be served (items must be prepared at the commissary)
- Pushcarts shall not be used for customer self-service, except for non-TCS foods such as ketchup/mustard
- Must be NSF approved or equivalent with appropriate food protection (see Page 6, item L)
- Adequate space for food preparation

Water/Wastewater Supplies (if applicable but not required for pushcarts)

- OPTIONAL water holding tank of at least 5 gallons
- Wastewater tank sized 15% larger than the total potable water storage capacity
- Water faucets must be equipped with suitable backflow prevention device when attached to a hose.
- Water inlets must be capped when not in use.
- Waste connections shall be located lower than the water inlet connection.
- A food grade water hose is required for conveying freshwater to the holding tank.
- The onboard water holding tank must be disinfected prior to each use/fill.
- A sewage conveying hose is also required.
- Separate storage should be provided for the freshwater and sewage water hoses.

Required Documents for Application Submission

- Completed application
- Commissary Verification Form
- Specification sheets for all equipment used to keep foods hot (i.e. burner BTU's)
- Specification sheets for all equipment used to keep foods cold
- A picture(s) of your unit to show unique markings such as a business name

Requirements for Pushcart Operation

- Permitted units must contact the health department in each county in which the unit plans to operate with proposed locations/times of operation. Other counties can ask you to leave if you have not contacted them prior to arrival.
- Failure to submit this information in a timely manner can result in permit suspension.
- Counties that you operate in may enter your unit and conduct inspections.
- A current grade card must be posted on your unit at all times where it can be readily seen by the public.
- Grade cards are the property of NC and may not be photocopied, transferred, sold or discarded.
- The owner of the unit is responsible for updating contact information should it change.
- Once a permit is issued, any proposed changes to the menu must first be approved by this department.
- If you cannot be contacted at the information provided to this department, a permit suspension will be issued.
- The pushcart unit MUST report to the commissary EACH DAY of operation for servicing. Failure to comply with this requirement will result in permit suspension.

*Please keep a copy of this page for your reference.

List of All Equipment Used for the Pushcart - Attach Specification Sheets for Each

Cooking Equipment:

Cold Holding Equipment (must keep food <41°F, include freezers, ice boxes, coolers, etc.):

Hot holding Equipment (must keep food >135°F, include crocks, Cambro containers, etc.):

Menu/Processes

List all food items that will be prepared at the commissary (pre-packaged items, homemade chili/slaw, etc.). Specify how, when and where each of these items will be prepared. Use the back of this page if more space is needed.

List all food items that will be prepared on the pushcart (hot dogs, sausage dogs, etc.)

Where will you purchase your food items?

Will you cool down any foods after preparation? If so, how/where/when will you accomplish this?

Storage

Where will extra supplies be stored? Please list specific coolers, areas, etc. of the commissary that will be used.

Where will you store cold items when operating the unit?

Where will you store hot items when operating the unit?

Hand Hygiene – Explain how you plan to prevent cross contamination when preparing food as it relates to hand hygiene.

Description of Construction Materials/Finishes Used on Unit:

Indicate all materials used to construct the pushcart, and on which part(s) of the pushcart they are used.

List sealants, if any, that were used to construct the pushcart and where they are used.

Indicate any fasteners used to construct the pushcart (i.e. pop rivets, phillips-head or slotted screws, etc.) and where they are used.

Are hinges used on the pushcart? _____ If so, how many knuckles per hinge? _____

Can hinges be disassembled without the use of tools? _____

Are vents designed to deflect spills? _____ or designed to be removable? _____

Indicate how the food, food preparation area and utensils will be protected.

Are sinks provided? _____ If so, what is their purpose? _____

If provided, indicate the storage of: potable water tank _____ waste tank _____

Water heater (if applicable): _____ Size _____ Type _____ Make _____

Indicate how equipment has been verified to maintain food hot at 135°F or above.

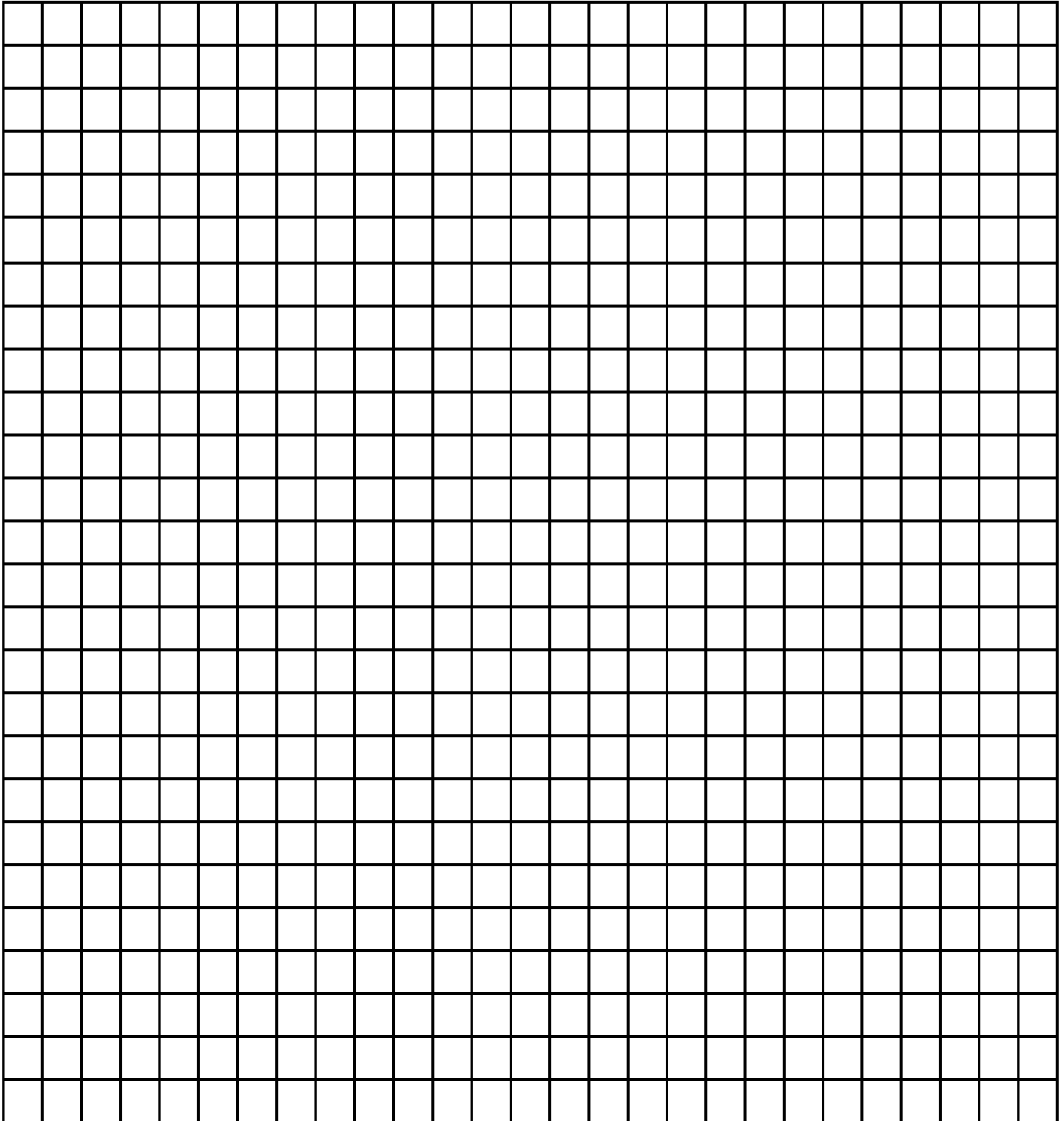
Indicate how equipment has been verified to reheat foods from 41°F to 165°F within 2 hours.*

If applicable, indicate how equipment has been verified to maintain cold foods 41°F or less. *

*Attach specification sheets for equipment used to keep foods hot and any equipment used to keep foods cold.

Layout of Unit, Including Placement of Equipment – Drawn to Scale

Include the location of extra tables, coolers, etc.



* You may alternatively submit engineered/architectural plans.

Attach NCDENR 'Design & Construction Requirements for Pushcarts' HERE