



# SOUTH PLAINS PUBLIC HEALTH DISTRICT

## ENVIRONMENTAL HEALTH SERVICES

[www.southplainshealth.org](http://www.southplainshealth.org)

### STARTING A NEW RETAIL FOOD ESTABLISHMENT SOUTH PLAINS PUBLIC HEALTH DISTRICT JURISDICTION

***You must also contact your county or city code enforcement division regarding local building, plumbing, electrical, fire, and zoning requirements.\*\****

#### PERMITTING

Unless specifically exempted, a retail food establishment located in any area regulated by the South Plains Public Health District (SPPHD) and must have a valid permit before operating.

SPPHD regulates retail food establishments in all areas of Gaines, Yoakum, Terry and Dawson counties.

Please contact your local SPPHD clinic office for more information:

Gaines County Clinic 704 Hobbs Hwy, Seminole, Texas 432 758 4022  
Yoakum County Clinic 415 Mustang Denver City, TX 806-592-2706  
Terry County Clinic 919 E. Main Street Brownfield, TX 806-637-2164  
Dawson County Clinic 503 S. 1st Street Lamesa, TX 806-872-5863

Retail food establishments, unless specifically exempted, must be permitted. There are 3 types of permits:

- Fixed Establishment (including commercial child care facilities licensed for 13 or more children)
- Mobile food unit (including roadside vendors)
- Temporary establishment (single event may not exceed 4 consecutive days)

SPPHD permit applicants must acknowledge that they have "read and understood Chapter 437 of the Health & Safety Code, the applicable provisions of 25 TAC, Chapter 229 (The Texas Food Establishment Rules) or (TFER), and agree to abide by them".

## **OBTAINING A CERTIFIED FOOD MANAGER'S CERTIFICATE**

All food service establishments, under the jurisdiction of the SPPHD, with some exemptions, shall employ a Certified Food Manager (CFM).

Contact Zachary Holbrooks at 432 758 4022 or Victoria Bara at 806-872-5863 on how to obtain a CFM. **Beginning on September 1, 2016 all food service employees engaged in food handling must obtain a Basic Food Handler certificate.** Contact SPPHD for more information.

## **OBTAINING A TAX ID NUMBER**

You must have a sales tax ID number before you submit a permit application.

Contact the State Comptroller's Office at 1-800-252-5555 or by referring to the web site at <http://www.window.state.tx.us/taxpermit/> for information about obtaining a sales tax ID number.

## **EQUIPMENT AND FACILITY REQUIREMENTS**

The following list of equipment and facility requirements was developed in response to questions from customers making initial business decisions. It is not a complete list. For more detailed requirements, refer to the Texas Food Establishment Rules at: <http://www.gchd.org/ech/228TFER10022015.pdf>

### **Fixed Establishment:**

- a 3-compartment sink to wash, rinse, and sanitize equipment and utensils. A mechanical dishwasher may also be utilized.
- handwash sink(s) conveniently located in the food preparation area(s).
- employee restroom(s) with handwash facilities.
- hot and cold water under pressure at all sinks.
- a service sink or curbed cleaning facility for mops.
- a sewage disposal system that is properly constructed, maintained, and operated.
- water from an approved source.
- adequate heating and/or refrigeration equipment for cooking, reheating, or holding foods at safe temperatures.
- an appropriate temperature measuring devices for checking internal food temperatures (probe-type thermometers or thermocouples).
- an accurate thermometer for each hot/cold holding unit.
- CFM for managers and BFH training for food handling staff
- Grease trap (Within city limits contact your local city building inspection department for more info. Your inspector can advise you on requirements for facilities not within city limits).
- Ventilation System and fire suppression system as required by law.

**Mobile Food Unit:** Minimum requirements can be reviewed at <https://dshs.texas.gov/foodestablishments/permitting.aspx#mobile> and

## Mobile Food Unit Checklist

NOTE: Mobile food unit operators typically prepare or handle unpackaged foods. Roadside vendors are limited to handling pre-packaged foods only.

**Temporary Food Establishment:** Minimum requirements can be reviewed at 25 TAC 229.170 and Compliance Requirements.

**Food Contact Surfaces of Equipment:** Minimum requirements can be reviewed at 25 TAC 229.165 or the TFER, Section 229.165(a)(1).

### **APPROVED WATER SOURCE/WATER WELLS**

Water used for food preparation, handwashing, and dishwashing must come from an approved source. The following sources are approvable:

- Community (municipal) water system (public water system).
- Non-Community water system (public water system). This category includes on-site wells that supply more than 25 customers per day for a total of 60 days per year. Wells must be listed and approved by the Texas Commission of Environmental Quality (TCEQ). TCEQ will oversee the testing requirements and operation of the wells.

Contact the TCEQ Public Drinking Water Section for assistance.  
TCEQ Austin Office (512) 239-4691. TCEQ Lubbock Office: (806) 796 7092

- Non-public (private) water system – This category includes wells that serve less than 25 customers per day for a total of 60 days per year. The well must be properly constructed, maintained, and operated. Prior to use, the water must be sampled for safe bacteriological quality and must be tested at least annually thereafter.

### **RESTRICTIONS ON COMMERCIAL FOOD PREPARATION IN A HOME**

The Texas Food Establishment Rules (TFER), Section 229.167(d)(10) states: A private home, a room used as living or sleeping quarters, or an area directly opening into a room used as living or sleeping quarters may not be used for conducting food establishment operations.

### **TEXAS FOOD ESTABLISHMENT RULES (TFER)**

Refer to the TFER for detailed information regarding these and other requirements. The TFER can be found at

[https://www.austintexas.gov/sites/default/files/files/Health/Environmental/RevisedSite/2015TFERFieldManual20151013\\_\\_18\\_.pdf](https://www.austintexas.gov/sites/default/files/files/Health/Environmental/RevisedSite/2015TFERFieldManual20151013__18_.pdf)

Contact any SPPHD clinic office for further information.

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