

# FOOD ESTABLISHMENT MOBILE VEHICLE GUIDE

Construction guide from the Nevada Division of Public and Behavioral Health, Environmental Health Section describing plan review, licensing and operational requirements for food establishments.

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## **Mobile Food Vehicle Guide**

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## PURPOSE

This document is intended to assist individuals or groups in submitting plans to the Nevada Division of Public and Behavioral Health, Environmental Health Section for Mobile Food Vehicles. Construction, equipment, and operational standards outlined in this guide are minimum requirements per the Nevada food code.

Food establishments in Nevada are licensed by a variety of different agencies. The menu and location of operation will be used to determine which agency is responsible for plan review, licensing and inspection.

State of Nevada Division of Public and Behavioral Health:

- All Retail Food Establishments: Churchill, Elko, Esmeralda, Eureka, Humboldt, Lander, Lincoln, Mineral, Nye, Pershing, Storey, White Pine.
- Campuses of Higher Learning: Churchill, Elko, Esmeralda, Eureka, Humboldt, Lander, Lincoln, Mineral, Nye, Pershing, Storey, Washoe, White Pine.

To determine whether your license will be issued by DPBH-EHS, call your local field office.

- Carson City: 775-687-7553
- Elko: 775-753-1138
- Ely: 775-289-3325
- Fallon & Tonopah: 775-423-2281
- Pahrump: 702-486-5068 or 702-486-3999
- Winnemucca: 775-623-6588

## DEFINITIONS

*A full list of definitions may be found in Nevada Revised Statute, Chapter 446 and the Nevada Administrative Code, Chapter 446.*

### **“Accessible” means:**

1. When applied to equipment other than plumbing equipment, fabricated to be exposed for cleaning and inspection using simple tools, including, without limitation, handheld screwdrivers, pliers and open-ended wrenches.
2. When applied to plumbing fixtures, plumbing connections, plumbing appliances or plumbing equipment:
  - (a) Having access thereto, but which may require the removal of an access panel, door or similar obstruction; and
  - (b) Not blocked by equipment or other barriers.

### **“Food establishment” means:**

“food establishment” means any place, structure, premises, vehicle or vessel, or any part thereof, in which any food intended for ultimate human consumption is manufactured or prepared by any manner or means whatever, or in which any food is sold, offered or displayed for sale or served.

### **“Mobile unit” means:**

“mobile unit” means any vehicle operating from an approved servicing area in which food, beverages, frozen desserts or dairy products and mixes are prepared, processed or converted for human consumption and which is used to sell and dispense food and beverages to customers. The term does not include a push cart or any similar operation.

## RESTRICTIONS

Menu and process determine the type of equipment required and whether the operation can be approved. Complex food items usually require additional or specialized equipment, and will not be approved unless necessary equipment is provided.

**Mobile food vehicles may not store or prepare food in a private home.**

A health permit is not transferable from one mobile food vehicle to another vehicle.

The health authority must be notified in advance any time a mobile unit participates at a special event.

Any proposed change of location, equipment or operation of a mobile unit must receive prior approval from the health authority.

The challenges of safely preparing, storing, and transporting large volumes of food typically associated with catered events or mobile food vehicles present increased food safety risks. When these operations are included in medium and large food establishment fee category definitions, and must be considered during the plan review process.

## PLAN SUBMITTAL AND REVIEW

**Plans must be submitted to DPBH-EHS at least 30 days before beginning construction, extensive remodeling or conversion of an existing structure to a food establishment.**

### **Plan Review Process**

The DPBH-EHS plan review process follows these steps:

Submit your plan review application, all required information and appropriate fee on-line. Plan review applications are available on the food establishment page, see link

[http://dpbh.nv.gov/Reg/Food/dta/Forms/Food\\_Establishments\\_-\\_Forms/](http://dpbh.nv.gov/Reg/Food/dta/Forms/Food_Establishments_-_Forms/)

DPBH-EHS staff reviews plans in the order they are received. To provide timely and accurate review of your application, all required information listed in [Plan Submittal](#) must be received before DPBH-EHS staff can complete your plan review.

DPBH-EHS plan review staff calls or emails to request any needed additional information.

When review is complete, you will receive a letter reporting the findings of the review (approval or denial).

Wait to begin operation until after plans are approved and pass a pre-operational inspection.

Plans may take up to **30 days** to review from the time a complete application and plan review documents are submitted. Incomplete plans may take longer.

### **Projects that Require Plan Review**

Following are examples of situations that require a plan review:

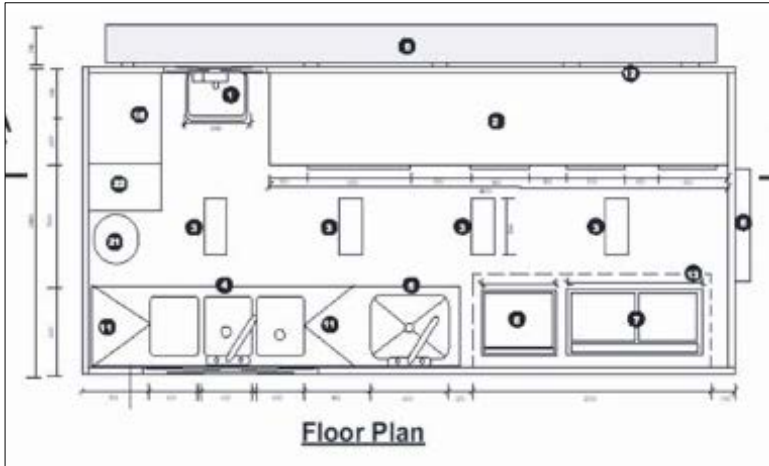
- **New construction:** New vehicle or new to you, that is newly constructed or existing that has never been licensed as a food establishment by DPBH-EHS.

- **Remodeling:** Addition or change to the vehicle, a major equipment addition, or the addition of equipment due to a menu change of a food establishment. Extensive remodeling does not include redecorating or cosmetic refurbishing.

Please contact your local field office if you have questions about whether a plan review is needed for your mobile food vehicle or which application to use.

### Plans of Vehicle

Plans must show lay-out of truck interior



1. Stainless Steel hand wash sink
2. Food preparation table
3. Lighting
4. 3-Compartment sink
5. Food preparation/large pot sink.
6. Cooktop/Grill
7. Deep Fryers
8. Self-Closing door
9. S/S table
10. Vinyl Floor
11. S/S Table folding
12. Self-closing screen pass window
13. Exhaust unit
14. Shelving
15. Potable water
16. Storage
17. Gas operated under counter freezer
18. Gas operated under counter refrigeration
19. Primary waste tank
20. Window
21. Swing window
22. Waste bin

### Plan Submittal

Submit plans with the completed application, all the required information, and correct fee to the on-line licensing System: <https://nvdpbh.aithent.com/login.aspx>

In addition to the online submission, a set of paper plans may be required. Please contact the Environmental Health Specialist for your area to determine requirement. Plans may be mailed into the local field office at:

<b>Office</b>	<b>Street Address</b>	<b>Phone</b>
Carson City	727 Fairview Drive, Suite D Carson City, Nevada 89701	775-687-7553
Elko	1020 Ruby Vista, #103 Elko, NV 89801	775-753-1138
Ely	725 Avenue K Ely, Nevada 89315	775-289-3325
Fallon and Tonopah	485 B Street #103 Fallon, NV 89406	775-423-2281
Pahrump	2080 E. Flamingo Rd., Suite 319 Las Vegas, NV 89119	702-486-5068
Winnemucca	475 W. Haskell St., Rm 38 Winnemucca, NV 89445	775-623-6588

Your plan review will not be completed until all information has been received. Make sure to include all the following when you submit your completed plan review application and the required fees.

- Menu and food preparation procedures
- Certified Food Manager Documentation

- A plot plan of the vehicle lay out
- A location and elevation drawing of all food equipment, plumbing, electrical services and mechanical ventilation, potable water and wastewater holding units
- Equipment specifications, including, without limitation, the make and model numbers of all food equipment
- The type and color of material to be used on all floors, walls, ceilings, counters and similar surfaces
- The lighting intensity to be installed
- The proposed service route, itinerary or sites to be served
- A source of potable water
- A site to be used for sewage and wastewater disposal
- The availability of public restrooms; and
- The site of the base of operation for the mobile unit or servicing area.

In addition to the items listed above, other information may be requested during the plan review process.

### Vehicle Construction Requirements

All interior wall, floor and ceiling surfaces of a mobile unit must be constructed of a light-colored, durable and completely washable material, including, without limitation, stainless steel, galvanized steel, aluminum or plastic, and must be free of open joints or cracks. Floors must be finished with an impervious, skid-resistant material and the junctures of floors, walls and adjoining fixtures must be watertight and coved.

There must be adequate ceiling height in the mobile food vehicle so that food handling can be conducted in a safe manner.

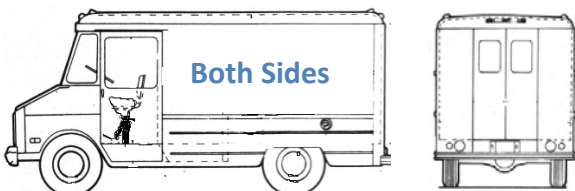
The interior of the mobile unit must be completely enclosed with the exception of the service openings. The service openings must be open only when serving food.

Doors, windows and covers must close tightly and must be closed when the vehicle is being moved.

When cooking is conducted, mechanical ventilation (i.e., hood) must be provided.

### Vehicle Identification Required

Every mobile unit must be readily identifiable by the business name being printed, permanently affixed and prominently displayed upon at least two sides and the rear of each unit, in letters not less than 3 inches (7.62 centimeters) in height, and of a color contrasting with the background color of the vehicle.



**Business Name 3" I**



## Vehicle Water System Tank and Design

If a mobile unit has a water system, the source and system design must be approved by the health authority.

Tanks must be sloped to drain

Round



Square



The system must be of sufficient capacity, but not less than 40 gallons (152 liters), to furnish enough hot and cold water under pressure for each of the following procedures, if such procedures occur on the mobile unit:

- Food preparation
- Utensil cleaning
- Sanitizing
- Handwashing; and
- Mobile-unit cleaning

The water inlet must be located so that it, and any tank vents, will not be contaminated by waste discharge, road dust, oil or grease, and the water inlet must be capped. The water filler hose must be equipped with an approved back-flow prevention device.

The water filler hose must be of an approved material and stored with the ends connected or covered when not in use. The water filler hose must not be used for any purpose other than supplying potable water to the mobile unit.

The water filler hose must be identified either by color coding or tagging. A cap and keeper chain, closed cabinet, closed storage tube or other approved protective cover or device must be provided for a water inlet, outlet and hose.

The water system must be operable under all climatic conditions, including subfreezing temperatures.

Materials that are used in the construction of water tanks and appurtenances for a mobile unit must be:

- Safe;
- Durable, corrosion resistant and nonabsorbent; and
- Finished to have a smooth and easily cleanable surface.

When compressed air is used to pressurize the tank, a filter that does not pass oil or oil vapors must be installed in the line that supplies the air, between the compressor and potable water system.

As used in this section, “corrosion resistant” means that a material maintains acceptable surface clean under:

- Prolonged influence of the food to be contacted;
- The normal use of cleaning compounds and sanitizing solutions; and
- Other conditions of the use environment.

If a tank is designed with an access port for inspection and cleaning, the opening must be in the top of the tank and flanged upward at least 1/2 inch (13 mm), equipped with a port cover assembly that includes a gasket and a device for securing the cover in place, and flanged to overlap the opening and sloped to drain.

Tank vents must be terminated in a downward direction and be covered, screened or equipped with a protective filter if not otherwise protected from windblown dirt and debris.

### Waste Water System

Liquid waste must be stored in a waste retention tank that has at least 15 percent more capacity than the water tank. The bottom of the waste water tank must be sloped to a drain.

All liquid waste must be stored on the mobile unit until emptied and flushed into an approved dump station, in a manner approved by the health authority.

A waste retention tank with an outlet for overflow is prohibited.

The wastewater system must be operable under all climatic conditions, including subfreezing temperatures.

All connections on the vehicle used for servicing the mobile unit's waste disposal facilities must be of a different size or type than those used for supplying potable water to the mobile unit.

The waste connection must not be located above the potable water inlet connection.

### Servicing Area or Service Depot

A mobile unit must operate from an approved servicing area and must report daily to that location for supplies, cleaning and servicing operations, unless otherwise approved by the health authority.

If the mobile unit operator is not the permit holder of the servicing area, a letter from the permit holder authorizing use of the facility must be provided to the health authority. A written agreement, signed by the permit holder of the servicing area, must be provided to the health authority before the mobile unit is operated. The written agreement must state that the approved food establishment is willing to allow the mobile unit to:

- Store food products inside the food establishment;
- Use the facilities of the food establishment for the maintenance of hot and cold potentially hazardous food (time/temperature control for safety food), and utensils and equipment;
- Deposit used cooking grease and refuse in the food establishment's trash disposal and grease rendering facilities;
- Prepare food items that will be served inside the mobile unit; and
- Be allowed full access to the food establishment during hours or days in which the food establishment might not otherwise operate.

If the servicing area lessens its scope of food preparation, changes ownership or is out of business for any reason, the mobile food vehicle must stop operations and immediately notify the health authority.

A servicing area that is located outside the jurisdiction of the health authority may be approved if:

- The operator of the mobile unit satisfies the requirements of this chapter and obtains a permit issued pursuant to the provisions of [NRS 446.875](#);
- Provides a copy of a valid health permit issued by the health authority which has jurisdiction; and
- Provides a copy of the most recent health inspection.

There must be a location provided for the flushing and drainage of liquid waste separate from the location provided for potable water servicing and for the loading and unloading of food and related supplies.

Food storage and preparation in a servicing area must be separate from the area used for vehicle servicing operations such that no contamination of food storage or preparation areas occurs.

Vehicle cleaning and in-place cleaning of the vehicle equipment must be done with potable water and must be done in a manner which will not contaminate the mobile unit's food storage or food preparation areas or equipment.

## **Licensing and Preoperational Inspection**

Before operating the mobile food vehicle, follow these steps to get your establishment license:

### **Prepare for a pre-opening inspection**

Ensure that you have the following items on hand during the inspection. No food is permitted to be in the establishment at the time of the inspection.

- Sanitizer
- Test Strips
- Hand soap and paper towels

### **Have your mobile food vehicle inspected.**

Contact DPBH-EHS 10 working days before the intended opening date to schedule a preoperational inspection. The inspection will cover all aspects of your approved project, including:

- Your inspection will occur at your service depot
- Equipment is present, correctly installed and operational. Cold holding equipment must be running at 41°F.
- Floor, wall and ceiling finishes are installed as approved.
- Potable and waste water systems are operational during the inspection.

### **Post the license in the mobile food vehicle.**

DPBH-EHS will issue a license after approval. It will be mailed to you. Post the original license in the vehicle at all times. The license is valid for one year and must be renewed on-line annually.

### **Re-inspection**

If equipment is not installed as approved on plans, a re-inspection may be necessary. As-built plans will be required to complete the inspection.

### **Failure to pass inspection**

The Nevada Division of Public and Behavioral Health is not obligated to approve the plans or pass a facility for failure to notify the Division of changes during construction.

### **Annual Inspections**

The operator must schedule the first operational inspection within 30 days after beginning operation.





Thereafter, the operator must contact the Environmental Health section every 10 months to schedule the annual inspection.

## GENERAL EQUIPMENT INFORMATION

Include specifications, proposed locations and intended uses for all equipment in submitted plans.

### Equipment Design and Construction

The most common certifying groups for equipment are:

<b>Certifying Group</b>	<b>Mark</b>
<b>NSF International (NSF)</b>	
<b>Intertek</b> Marked "ETL Sanitation."	
<b>Underwriters Laboratory (UL)</b> Marked "classified UL EPH."	
<b>Canadian Standards Association (CSA)</b> Marked "CSA sanitation to NSF/ANSI."	

Equipment may not be changed or altered from its original design.

All custom fabricated equipment must be made by an NSF custom fabricator and bear a sticker indicating the equipment meets the standard. Equipment must be designed for its intended use. Equipment (e.g., heating elements for hot holding units, sinks, smokers, walk-in coolers or freezers or any other equipment) cannot be homemade.

Used equipment may be approved as part of your plan if it:

- Met existing applicable standards when it was manufactured.
- Is in good repair.
- Is easy to clean.
- Has non-toxic food-contact surfaces.
- Does not pose a health hazard.

If the equipment was purchased used and an equipment specification sheet with this information was not provided, look on-line for equipment specification sheet with this information as it may not be posted on the piece of equipment.

### Equipment Numbers and Capacities

Provide mechanical equipment that meets the cooking, heating, ventilation and hot and cold holding needs of the mobile food vehicle and the service depot. Install and use equipment as intended by the manufacturer.

## Equipment Location and Installation

Locate or install equipment so food, ice and food-contact surfaces are not exposed to contamination and the areas around and beneath every unit are accessible for cleaning.

If equipment is not easily moveable, seal it to the surface or mount it on legs. Four (4)-inch legs are required for table-mounted equipment; six (6)-inch legs are required for floor-mounted equipment.

## Unapproved Equipment

Examples of equipment that is frequently submitted but ***not approved*** include:

- Unfinished wood
- Household crock pots
- Galvanized containers for acidic foods or table tops
- Enamelware
- Paintbrushes
- Wooden spoons
- Plastic tables, as food preparation surfaces
- Household roasters
- Drills
- Non-food grade plastic containers
- Tubing or beverage cold plates in contact with stored ice

## STORAGE

When considering how much storage the food establishment will need consider the following questions

- *How much food will be cooked and immediately served, or prepared in advance for later service?* Consider that preparing in advance requires more refrigeration space for thawing foods, cooking hot foods and storing of cold foods.
- *How often will supplies be delivered?* The delivery frequency is important in determining the amount of refrigerated, frozen and dry food storage space.
- *What is the maximum number of employees on one shift?* The number of employees is necessary to determine work space.
- *Will raw meats, poultry and seafood be stored in the same refrigerator with cooked and ready-to-eat foods?* How will cross contamination be prevented.
- *Will you be using single service or disposable cups, lids, utensils, napkins, containers?* These items take up considerable space in the facility and may not be stored on top of the ice machine, refrigerators or freezers.

## **Storage: Refrigeration**

Specific refrigeration needs will be based upon the menu, number of meals, frequency of delivery, and preparation in advance of service. All refrigerators must be capable of maintaining potentially hazardous foods (PHF) at 41°F or below.

If potentially hazardous foods are prepared a day or more in advance of service, a rapid cooling procedure capable of cooling potentially hazardous foods from final cooking temperature to 41°F within 6 hours (140°F to 70°F in 2 hrs. and 70°F to 41°F in 4 hrs.) should be provided. The capacity of the rapid cooling facilities must be sufficient to accommodate the volume of food required to be cooled to 41°F within 6 hours.

Refrigeration units, unless designed for such use, should not be located directly adjacent to cooking equipment or other high heat producing equipment which may tax the cooling system's operation.

## **THREE-COMPARTMENT SINK**

Include specifications, proposed locations and intended uses for all sinks in submitted plans.

A three-compartment sink, with hot and cold running water under pressure, to wash, rinse and sanitize utensils is required when equipment and utensils are reused by a mobile unit. In addition:

- The warewashing sinks must be large enough to immerse utensils and equipment requiring intermittent cleaning. This requirement may be waived or modified when limited food preparation is done or additional clean utensils are available and utensil washing can take place in a servicing area.
- The warewashing sink must have a swivel faucet which is capable of depositing water into each sink compartment and which is equipped with a mixing valve.

## **HAND WASHING SINK**

Provide a handwashing sink; hand drying device, or disposable towels; supply of hand soap, with pump; and trash can.

Sinks used for food preparation or for washing equipment or utensils shall not be used for handwashing.

Each handwashing sink shall be provided with hot and cold water tempered by means of a mixing valve or a combination faucet to provide water at a temperature of at least 110°F. Any self-closing, slow-closing or metering faucet shall be designed to provide a flow of water for at least 15 seconds without the need to reactivate the faucet.

Handwashing sinks shall be easily accessible, not blocked by boxes or equipment.

## **VENTILATION SYSTEMS**

Include specifications and proposed locations for ventilation hoods in submitted plans. Design and install ventilation systems according to applicable Nevada codes. Check with the local Fire Department for details.

Adequate ventilation and make-up air is required for equipment that produces excessive steam, condensation, vapors, obnoxious or disagreeable odors, smoke and fumes.

Design ventilation systems to prevent grease or condensation from draining or dripping onto food, equipment, utensils, walls, ceiling, linens and single-service articles. Grease filters used in an exhaust ventilation hood or other grease extracting equipment must be designed to be readily removable for cleaning and/or replacing if not designed to be cleaned in place.

## TABLES, COUNTERS AND CABINETS

Include specifications, proposed locations and intended uses for all tables, counters, cabinetry and customer self-service areas in submitted plans.

Examples of approvable finishes for non-food-contact surfaces (e.g., cabinets and shelves) and the underside and interior of cabinets include: plastic laminate, high gloss paint or polyurethane. Unfinished wood is not allowed.

### Food-contact Surfaces and Warewashing

Provide enough approved food-contact surfaces to meet the food preparation and warewashing needs of your establishment.

Examples of activities requiring approved food-contact surfaces include:

- Chopping, cutting or mixing raw foods
- Cooking foods using equipment such as grills, deep fryers, flat tops, or ovens
- Assembling foods such as sandwiches or salads
- Storing equipment before and after warewashing
- Other activities creating splash, food soiling or requiring frequent cleaning

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*Common food-contact surfaces include: stainless steel, hard maple, or approved plastic cutting boards.*

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### Non-food-contact Surfaces

Provide enough approved non-food-contact surfaces to meet the needs of your establishment.

Examples of activities that may be placed on a non-food-contact surfaces include:

- Beverage dispensing such as espresso or coffee machines, soda or milk dispenser
- Self-contained, customer self-service display
- merchandiser such as popcorn machine, pizza display, hot dog roller
- Countertop warmer such as soup warmer
- Storage of single-service items such as cups, napkins, straws

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*Common non-food-contact surfaces include: stainless steel or solid surface such as sealed granite or quartz.*

## FLOORS, WALLS AND CEILINGS

Include proposed finishes for all floor, wall and ceiling surfaces in submitted plans. Provide smooth, non-absorbent, durable and easily cleanable floors, walls and ceilings in areas where food is stored, prepared or washed; customer self-service areas; toilet and janitorial rooms.

Prior to selecting floor, wall and ceiling surfaces, owners, design professionals, and others involved in preparing the plans should consider the following factors:

- Type and amount of traffic
- Type of soil and cleaning methods
- Life span of the surface

## Floors

Select and install flooring surfaces that meet the needs of your mobile food vehicle. Follow all manufacturer's recommendations.

Some specific restrictions are:

- Vinyl flooring is not recommended.
- Carpeting is not allowed.
- Mats and duckboards must be constructed of nonabsorbent, nonwood, grease-resistant material.

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*Common flooring surfaces include: Stainless steel or diamond plated floors. With slip resistant mats*

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## Walls and Ceilings

Select and install wall and ceiling surfaces that meet the needs of your mobile food vehicle. Follow all manufacturers' recommendations.

Some specific restrictions are:

- Unfinished, porous wood walls are not allowed,
- Light fixtures, vent covers, fans or other wall and ceiling attachments must be easily cleanable.
- Exposed studs, joists, and rafters are not allowed.

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*Common wall surfaces include: fiberglass-reinforced panel (FRP), or stainless steel behind cooking equipment.*

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## Restrooms

Toilet facilities for food employees must be available and readily accessible along the route. Documentation that the toilet facilities are available on route must be submitted to the health authority upon request.

A mobile unit must not be operated from a specific fixed location, other than a special event, for more than 4 hours.

If restrooms are not available to the food employees, a mobile unit may not stay longer than 1 hour in any one location unless prior approval is received from the health authority.

## Garbage and Recyclables

Refuse containers must be of sufficient design, size and capacity to accommodate the daily accumulation of customer food service garbage and trash. A refuse container with a cover or lid must be installed inside a mobile unit.

## Personal Items

Provide an area separate from food preparation and storage areas for employee personal items such as jackets and bags.

## UTILITIES

Include specific information for water supply, water heaters, sewage disposal system, and other utilities in submitted plans. Provide utilities to meet the needs of your food establishment.



Enclose utility service lines and pipes, including beverage lines, when possible. Install utilities so they do not obstruct or prevent cleaning of the floors, walls and ceilings.

### **Water Supply from a Well**

If the service depot of mobile food vehicle is on a private well, the operator must provide approval for use from Nevada Division of Environmental Protection, Safe Drinking Water. Testing will be required annually.

### **Water Heaters**

Include specifications and proposed locations for water heaters in submitted plans. Select and install commercial water heaters (traditional or tankless) that are adequately sized to meet the peak hot water demands of the mobile food vehicle.

### **Lighting**

Lighting within the mobile unit must provide at least 50 foot-candles (540 lux) of light on all working surfaces at all times during use. Lights must be shielded or shatterproof.

### **IMPORTANT NOTICE**

This document contains some detailed information about the rules for the construction and operation of mobile food units, it does not contain all the requirements for your unit. Please refer to NRS and NAC, Chapter 446, Food Establishment Rules at the Nevada Law Library:

- Nevada Revised Statutes, Chapter 446. <https://www.leg.state.nv.us/NRS/NRS-446.html>
- Nevada Administrative Code, Chapter 446. <https://www.leg.state.nv.us/NAC/NAC-446.html>