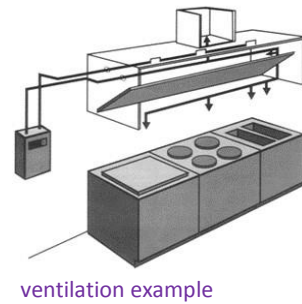
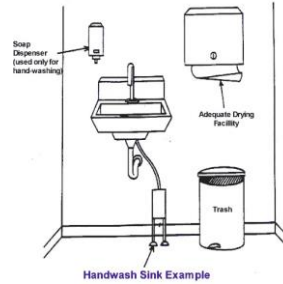
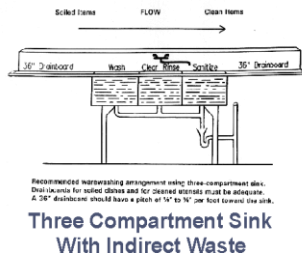


**SUMMARY CHECKLIST OF ESSENTIAL KITCHEN ELEMENTS
FOR SCHOOL FOOD SERVICE BY
OUTSIDE VENDOR AND/OR SCHOOL STAFF**



Please note that this is not a comprehensive listing of all the requirements for licensing by the Department of Public Health for legal operation of a school kitchen. It is a summary checklist of essential elements required. If a school kitchen facility is missing one or more of these elements, it will not be able to obtain the proper license. Another type of food service shall have to be provided until such time as the school meets all the requirements.

1. Hot Water – at least 120° measured from the faucet.
2. Hand Sink – sink must be separate from dishwashing, food preparation and mop sink.
3. 3-Compartment Sink – three separate compartments with one or more faucets. One sink is for dish washing, one for rinsing dishes and one for sanitizing. A flat surface must be available to the right and left of the 3-compartment sink for scraping food on one end and air drying dishes on the other end.
4. Mop Sink – separate sink for use of mop and other floor cleaning tools.
5. Food prep sink - for washing, thawing meat, vegetables or fruit.
6. Liquid waste must be removed via plumbing connected directly to sewer.
7. All food equipment generating liquid waste (e.g., food prep sink, refrigerator unit, ice machine) must discharge waste indirectly to a floor sink. That means the waste drains into a sink built into the floor with a gap in the piping leading from the equipment that generates the liquid waste to the floor sink so that if the floor sink drain is plugged the waste water does not back up into the food equipment.
8. Food temperature storage: Hot at 135 °F or above; Cold at 41°F or below.
9. Food and utensil storage on non-wood (preferably metal) shelving at least 6 inches above the floor.
10. Ventilation equipment must be provided over all cooking equipment and approved by local building department. Canopy-type hoods must extend 6 inches beyond all cooking equipment.
11. All floors, walls and ceiling surfaces shall be smooth, durable and made of nonabsorbent material that is easily cleaned.
12. At least one person in the parish or school is licensed as a Certified Food Handler.

