Guidelines for Preparing and Serving Food Outside of Permitted Food Service Establishment

The following are the mandatory guidelines for on-campus events for which food, other than non-perishable foods which may be safely stored and served at room temperature (e.g., most baked goods, dried foods, and prepackaged foods, such as chips and bread), is prepared and/or served in an area not under the control of a Food Service Establishment permitted by the South Carolina Department of Health and Environmental Control (a restaurant, cafeteria, or permitted catering service). Prior to the event, you must provide a description of the setup of the food preparation/service area and the procedures to be implemented to comply with the following guidelines.

I. Guidelines for Serving Food

The following requirements must be followed when food, other than non-perishable food, is prepared at a Food Service Establishment permitted by the South Carolina Department of Health and Environmental Control, but served in an area not under the control of the permitted Food Service Establishment.

You must have a food thermometer and frequently check to make sure the following temperatures are maintained:

Temperature of hot food(s) must be kept at a minimum 145 degrees Fahrenheit at all times.

Temperature of cold food(s) must be kept at a maximum 40 degrees Fahrenheit at all times.

Food must be covered except during preparation and service and must be protected at all times from cross-contamination.

Frequent sanitizing/washing of hands is recommended, with hand washing mandatory prior to serving food and after every bathroom break. When a hand-washing lavatory is not available, a container of water with a spigot, soap, and disposable towels must be set up in the vicinity of the food service area.

Frequent sanitizing/washing of utensils is required prior to initial use and between dishes (this also applies to the thermometer). All soap/sanitizing residue must be removed prior to use.

Protective clothing, including disposable gloves, aprons, hats or hairnet, etc., must be worn whenever handling or serving food.

Water supply hoses must be clearly identified, kept clean, and used for no other purpose.
II. Guidelines for Preparing Food

When food is also prepared in an area outside of the control of a Food Service Establishment permitted by the South Carolina Department of Health and Environmental Control (a restaurant, cafeteria, or permitted catering service), the following additional requirements must be followed:

Prior to preparation, raw meats must be refrigerated at temperatures of 45 degrees or below. Raw meats must be separated from ready-to-eat and prepared foods in refrigerated storage.

Surfaces contacted by raw meats must be sanitized after each use (e.g., a surface in contact with raw chicken must be sanitized before vegetables or other meat is placed on it).

You must have a food thermometer and frequently check to make sure the following cooking temperatures are reached:

- Poultry, poultry stuffing, and stuffing containing meat must be cooked to an internal temperature of 165 degrees;
- Ground beef, pork, game animal, reformulated meats, such as sausage and hotdogs, must be cooked to an internal temperature of 155 degrees;
- Roast beef and beef steak must be cooked to a surface temperature of 155 degrees; and
- Shelled eggs and dishes containing unpasteurized egg products must be cooked to an internal temperature of 145 degrees.

If perishable food that has been cooked and then refrigerated is to be served hot, it must be reheated rapidly to 165 degrees throughout before being served.