Tel. (207) 287-5671 Health Inspection Program Fax (207) 287-3165

To: Mobile Vendors

From: Division of Environmental & Community Health, Health Inspection Program

Subject: Requirements for Mobile & Temporary Food Units

Date:January 7, 2019

**This notice is to provide you with valuable information as to the regulatory expectations** for mobile food service vendors.

**Certified Food Protection Manager (CFPM) Requirement**

**All mobile units must comply with the CFPM requirement in the 2019 season.** With the adoption of the Administrative **Rules effective October 10, 2018 a certified food protection manager (CFPM) certificate must accompany the application for a new establishment and change of ownership. A CFPM must be hired within 60 days of the departure of the last CFPM leaving employment.** Please review the enclosed CFPM handout with exemptions, and mobile unit compliance handout, or speak with your district health inspector to determine if your mobile unit meets one of the exemptions for the CFPM requirement.

**State Licensure**

As you know, all mobile food service vendors must possess a current state license before operating a food service establishment per 22 M.R.S. Chapter 562 §2492, License Required. As a Mobile Vendor, you must show proof of state licensure before you will be allowed to operate your food service establishment. If you own more than one mobile unit, each mobile unit must have its own license posted in the unit. Food service vendors that are found without a state license will be asked to **close immediately and go to the Augusta Office to submit an application and license fee or pay license renewal fees.** The health inspectors will not collect application and license fees during their inspections at fairs and festivals. New applications must be received by our office 30 days prior to opening to allow for processing and inspection. Mobile vendors will not be allowed to operate until an application with fee or license renewal fee has been submitted and received in the Augusta office.

As a responsible business owner, please visit our website to view the rules or you may call our offices and we will mail a copy to you.

**Maine Food Code** In October 2013, the Health Inspection Program adopted the 2013 Maine Food Code; please refer to our website for a copy of the new Code. Given the changes to the Code, we recommend that you download a copy, read it, and become familiar with it. This 2019 season, inspectors will be conducting inspections for proof of State licensure and compliance with the Code, as well as providing education on many aspects of the Food Code.

**Municipal Mobile Licenses**

It has come to the Department’s attention that there are mobile units that are licensed as municipal mobile units but travel statewide to fairs and festivals. If you have a municipal mobile license but travel statewide to fairs and festivals, you will need to apply and pay the fee for a statewide mobile license.  This will allow you to operate outside of the municipality at statewide fairs and festivals.  If you are only operating within the municipality, you will receive a municipal mobile license, which will no longer say “statewide” on the license.

The Health Inspection Program’s office hours are Monday – Friday, 8am-5pm. A $25 late fee will be assessed for all licenses that have not been renewed within 30 days of their expiration date. After that date, a $100 + $25 late fee will apply and $200 + $25 late fee for a second offense of expired license. A check, cash or money order is accepted at the Augusta office. Please make checks and money orders payable to the “Treasurer State of Maine”. Please include your establishment ID# in the bottom corner of your check or money order. We are located at 286 Water St., Key Bank Plaza 3rd Floor, Augusta, Maine 04333-0011.

In addition, if your mobile unit has repeat critical violations, which remain uncorrected from previous fairs, you will be asked to **close immediately and will not be allowed to operate until the code violations have been corrected.**

Notice to non-profits: Per 22 MRSA Chapter 562 §2501, Nonprofit organizations including, but not limited to, 4-H Clubs, scouts and agricultural societies shall be exempt from department rules and regulations relating to dispensing foods and nonalcoholic beverages at not more than 12 public events or meals within one calendar year. However, an individual Fair Association may require your food service establishment to license with the DHHS Health Inspection Program before you can operate at the fair/festival. Please check with the individual Fair Association regarding their rules and regulations.

If you have any questions or concerns, please call us at (207) 287-5671 and we will provide you with the contact information for your District Health Inspector. We would be pleased to assist you in any way we can to assure that your event is safe and successful.

Sincerely,



Lisa M. Silva, Program Manager

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