

Parks, Recreation & Cultural Resources Food Vendors Rules and Regulations

Application and Scope

These rules and regulations apply to all food vendors when operating on City of Raleigh Parks, Recreation & Cultural Resources (PRCR) property. The vendor should be provided with and acknowledge receipt of these rules and regulations during the Department's food vendor approval process. For more information on the food vendor approval process and for a complete list of approved vendors, please contact Richard Costello or the PRCR Risk Manager.

General Permit and Code Requirements

- All Permits and/or inspections shall be conspicuously posted.
- All local, state and federal codes will be adhered to at all times.
- All Vendors are subject to an inspection by PRCR personnel at any time for violations. For violations the vendor will be required to correct the same before their operation may re-open.
- The PRCR Facilities and Operations Division must be contacted at 919-996-3420 for approval before any grounding rods, stakes, or other objects are put into the ground by vendors or PRCR staff.

Fire Prevention

- All tent, canopy or open air structures, including inflatable structures, must meet IFC-2012 & NC 2012 Fire Code requirements. All components, materials or similar material must be flame retardant and meet ASTM E1321-09.
- All vendors must have at least one (2-A-10-BC) fire extinguisher in correct operating condition and display current year of inspection date tag.
- All enclosed structures must meet the number, location and width of all exit requirements of the IFC-2012 & NC 2012 Fire Code. Booths exceeding 20 feet must have at least two exits. The minimum exit width is 36 inches.
- Smoking is prohibited in all tents, canopies, inflatables, or membrane structures. "No Smoking" signs shall be conspicuously posted.
- Highly combustible materials shall not be stored in exit pathways

Electrical Components

- All electrical components must meet IFC-2012, NFPA 70 and NEC-2014 requirements for temporary electrical services. All electrical devices, components and wiring must meet NEC requirements for temporary service.
- All Electrical Devices or components must be UL approved.
- All electrical outlets must be GFCI protected.
- All extension cords must meet the general requirements of the PRCR's Ground Fault Assurance Program.
- Extension Cords minimum requirements are: 12 Gauge, 3-wire and 15 Amp Heavy Duty.
- No zip cords are allowed.
- Multi-Outlets may not be connected in series. No piggy backing of cords.

- Extension cords may not be placed where pedestrian or mechanical traffic will traverse them without the PRCR Facility Manager's prior approval. All cords or cables in the egress pathways must have cable guards rated for the appropriate usage.

Generators

- Portable generators will not be operated indoors.
- Portable generators will be equipped with GFCI protection.
- All portable generators will be secured in a manner as to protect contact with the public.
- All portable generators (if required) must be grounded with 6 AWG wire and the grounding rod must be at a depth not less than 18 inches.
- No refueling is allowed without express written authorization from a PRCR Assistant Superintendent or above. All authorized refueling shall be performed in accordance with PRCR requirements:
 - Refueling of generators must be approved by PRCR Fire Watch personnel prior to the start of the event.
 - All portable generators shall be shut down for not less than 5 minutes before refueling may be performed.
 - All portable Safety Gas Cans must meet D.O.T., OSHA29 CFR1910. 106, CFR1925.152 and NFPA Code 30. FM, UL and ULC approved - lead free.

Chemicals

- All chemicals and/or fuels used on PRCR property must be approved by the EHS Coordinator prior to their use.
- All chemicals and/or fuels must have a copy of their MSDS/SDS (material safety data sheet/safety data sheet) on site.
- Any chemical and/or fuels that are spilled, released or disposed on PRCR property shall be immediately remediated and disposed in accordance with all local, state and federal regulations. The vendor shall be responsible for all costs and fines associated with this incident.
- No fuels or chemicals may be disposed of in PRCR trash receptacles.

Food Permits and Regulations

- All food vendors must be listed on the City of Raleigh's approved vendors list to conduct business upon the PRCR Department property or sponsored event.
- All food vendors will pass and adhere to the Wake County Health Inspection Department rules and regulations.
- All food vendors will comply with 15A NCAC 18A .2600.
- All food vendors will comply with the following: The National Code for Vending Vehicles & Temporary Food Premises & the 2009 North Carolina Food Manual.
- All Food Vendors must have on the premise and display their current health inspection certification and current sanitation grade. Any vendor not complying will not be allowed to operate on PRCR property or at sponsored events.
- NC Health Code requires open cooking be conducted under a roof or cover such as a canopy. NC Fire Code requires this cover meet ANSI flame retardant standards and may require an additional permit from the City of Raleigh Fire Department or AHJ (Authority

Having Jurisdiction). It will be the responsibility of the vendor to secure any and all additional required permits.

Fire Prevention and Safety

- All food mobile vehicles, push carts, grills or open oil fryers must be located on level ground and secured from movement by wheel chocks or equivalent.
- Cooking Booths longer than 20 feet must have at least two (2-A-10-BC) fire extinguishers in good operating condition and have a current inspection date tag.
- Food vendors cooking with oil must have either a suppression system with current inspection approval tag and/or a type K fire extinguisher. The fire extinguisher must be in good operating condition and have a current inspection date tag.
- All booths using portable cooking equipment shall provide protective barriers to prevent public access or exposure to any cooking area.
- All combustibles must be stored at least 18 inches away from any hot surface and 3 feet away from any cooking fuel source.
- All LP-gas cylinders (empty or full) must be secured upright and positioned so that they may not fall over. All pressure relief devices must be directed away from the public.
- All LP-gas cylinders (commercial) must display a current inspection sticker (during the past 12 months).
- Gas piping may not be used as an electrical ground.
- All vendor employees must be aware of the emergency action plan for the current event in which they will be working.

Sanitation and Health

- All hazardous foods will be maintained above 135°F or less than 41°F at all times.
- All vendors will have hand washing stations for employees use.
- All food vendors must have a minimum of 2 gallons of clean running water for sanitation of utensils.
- Disposal of waste water on PRCR property is prohibited.
- All injuries will be reported to the PRCR Facility Manager.

Any variations from these rules and regulations must be approved in writing by the Parks, Recreation & Cultural Resources Director.

I understand and will comply with all Parks, Recreation & Cultural Resources Food Vendor's Rules and Regulations.

Owners Signature: _____

Date: _____

Receiving Staff: _____

Date Received: _____

Acronyms

IFC- International Fire Code
NEC-National Electric Code
NFPA-National Fire Protection Agency
GFCI-Ground Fault Circuit Interrupter
ASTM-American Standards for Testing Materials
NCDOL-North Carolina Department of Labor
UL-Underwriters Laboratories
ANSI – American National Standards Institute