To: Food Waiver Applicants  
From: Alyssa Rusiecki, RS – Assistant Director for Environmental Health Services  
CC: File, Website  
Date: December 11, 2017  
Re: Community Serving at Bake Sales and Other Food Events

1. All approved (signed) food waivers must be printed in hardcopy and available at the event for review by University Staff, (EH&S, Auxiliary Enterprises).

2. All signed Food Handler Volunteer forms must be printed and signed by each person making, packaging, transporting, delivering, and/or distributing the food. These forms must be signed with original signatures and available at the event for review by University Staff, (EH&S, Auxiliary Enterprises). No one can work with food when sick.

3. All food safety EH&S policies and guidance must be followed. These policies must be read and understood by the applicant prior to the event.

4. All local, State and Federal food codes must be followed.

5. As above, all Time and Temperature requirements must be followed.

6. As above, no raw or undercooked foods are allowed as the final product or as an ingredient.

7. All requirements set forth regarding food allergens and labeling must be followed.

8. Proper hand washing is required with warm soapy water for 10-15 seconds.

9. No Bare Hand Contact is allowed with Ready-To-Eat foods. Food-grade safe non-latex gloves must be used to protect against any potential cross-contamination. Enough gloves must be purchased in order to achieve frequent changing to new gloves (with hand-washing occurring in-between uses).

10. Absolutely NO Community Serving is allowed, (i.e. bulk food products in an uncovered bowl). All baked or food good MUST be either individually packaged or contained, (in plastic baggies, or cupcake tins or muffin liners). Any food volunteer serving food items must be wearing the appropriate gloves and also use tongs, scoops, or deli/bakery serving papers when serving an individual food item.