



TCS* FOOD Preparation with Auxiliary Enterprises Oversight

FACT SHEET

*Time/Temperature for Safety Control (TCS) foods include meats, poultry, seafood, dairy products, eggs and bacon, raw seed sprouts, sliced melons, tofu, partially and fully cooked fruit and vegetables (this includes cooked potatoes, squash, onions, rice, peppers), sliced fruit and salads. These items can all cause life threatening illnesses if they are not handled safely during the transportation, storage, preparation, cooking, delivery, and serving process. Cross-contamination issues, cross-contact issues for food allergens, improper cooking temperatures, improper food holding temperatures, poor hygiene practices, and improper cleaning and disinfecting are all conditions that may contribute to unsafe food and potential foodborne illnesses. Please review the [EH&S Food Event Guidelines](#), [FW Considerations Chart](#) and food safety requirements as well as the [Allergen Fact Sheets](#).

TCS Foods With Auxiliary Enterprises Oversight are communal meals where the food is entirely prepared by Auxiliary Enterprises or the preparation of the food is prepared by an Auxiliary Enterprises Chef who is ServSafe certified as a Manager (PIC) and who shall oversee and take responsibility for all student participants during all aspects of the food event. All the foods shall be prepared in a University approved kitchen. No said kitchen/facility can be used by students without the proper oversight of an Auxiliary Enterprises/University staff person.

Order of steps:

1. Identify one person from your group who will be the “food event” coordinator.
2. Have the food event coordinator complete the event in Campus Pulse.
3. Choose the type of food event from the EH&S food waiver webpage options, **#7:TCS Foods with Auxiliary Enterprises Oversight**.
4. Contact Auxiliary Enterprises (Jennylyn Fontaine) to obtain permission and to make arrangements for Auxiliary Enterprises oversight.
5. Follow the instructions of Auxiliary Enterprises.
6. Identify any students who will be working with Auxiliary Enterprises, either as an assistant student food preparer working under the direct supervision of the assigned Chef from Auxiliary Enterprises, or students who will be serving the prepared food.
 - a. Those students must sign the Food Handler Illness Reporting Agreements, and
 - b. Take the EH&S OWL on-line Server’s food safety training, and
 - c. Submit/upload the FHRAs and Training Certificates as described below.
7. Ensure that the Campus Pulse information is complete and obtain a “thumbs up” from EH&S.
8. Follow all instructions of Auxiliary Enterprises/University personnel and
9. Have a safe food event!

Reminder Checklist:

- I understand the types of foods meant by Time/Temperature Control for Safety (TCS) foods, (see above).
- I understand that TCS (Time/Temperature Control for Safety) foods may only be prepared and handled by a ServSafe Certified Manager, at an approved University facility with the appropriate equipment and utilities to ensure food safety. Oversight by Auxiliary Enterprises/University personnel is required.
- I have reviewed and will abide by the EH&S FW Policy (Food Event Description & Instructions), and FW Decision Chart, the EH&S Food Allergy Fact Sheet, and the Campus Allergy Fact Sheet.
- I will upload the EH&S OWL training certificates to Campus Pulse for food servers, if students are to be serving the food.
- I have read and will abide by this information and will ensure that this information is made known to all of my group's food event participants.
- Prior to preparing any foods, everyone should thoroughly wash their hands with soap and warm water. Hand washing shall be repeated after any act that could contaminate hands, such as coughing, eating, handling garbage, or using the toilet. Food-grade safe (non-latex) gloves should be used and changed frequently along with hand washing.
- No person who has vomiting, diarrhea, jaundice, a cold, sore throat, and/or cough (with or without a fever) or is ill with any foodborne illness or respiratory illness, such as Covid-19 or has an infected cut on the hands, arms, or face may prepare or handle food served to the public. Everyone must sign a [Food Handler \(Illness\) Reporting Agreement \(FHRA\)](#) that indicates that each food handler is free from a foodborne or respiratory illness, (including Covid-19) or symptoms of a foodborne or respiratory illness.
- The PIC/food event organizer must maintain a list of food items in case of any necessary follow-up. This list and the signed (FHRA) forms shall be sent or delivered to: EH&S, 117 Draper Hall before the event is held.
- Any corrective action deemed necessary by EH&S or Auxiliary Enterprises shall be taken by the PIC (Person-In-Charge) of the food event or the right to continue the event or future events may be forfeited.
- Any complaints of foodborne illness shall be reported to EH&S immediately at 545-2682.

Contact EH&S with any questions at 413-545-2682; ask for the Environmental Health Program.

Forms & Attachments:

- I understand that it is my responsibility to ensure all individuals handling food must sign and follow the Food Handler Illness Reporting Agreement (FHRA) and an Auxiliary Enterprises representative, certified as a ServSafe Manager(PIC) shall be present and oversee all food safety aspects during preparation, handling, transport, and service.
- a. Prior to the event, the original signed FHRA forms for each participant shall be sent to: (via email to) foodwaiver@ehs.umass.edu, (or by campus mail/delivery to) EH&S, “food waivers,” Environmental Health Services, 117 Draper Hall, UMass.
- b. The student event organizer must retain a list of the food, and food preparers names, in case of any necessary follow-up. The list must be sent or delivered with the signed Food Handler/Volunteer Agreement form(s) to EH&S, (see above).

Submittal Deadline:

- I understand the following deadlines must be followed after the required attachments uploaded or delivered, and the submittal is complete in Campus Pulse:

TCS foods with Auxiliary Enterprises oversight: \geq two (2) weeks, or ten (10) business days