

PROCEDURES FOR A STUDENT BARBEQUE

An event food registration is required through the Student Activities & Involvement (SAI) Campus Pulse event registration system. If your group is not an organized group through the SAI office, please send an email request to ehsfoodwaiver@ehs.umass.edu. At least one week prior to the barbeque, an appointment for food safety training must be obtained from the Environmental Health Services Program within the Department of Environmental Health & Safety at the address and phone number below. A limit of fifty (50) patrons can be served without a certified ServSafe Manager on-site in charge of the food handling, but food safety training is still required.

A barbeque is an open-air social (non-fundraising) event with a very limited menu. Food items may include: **hamburgers, hot dogs, garden burgers, chips, condiments, salad, watermelon, washed fruit, soda, coffee, and dessert. Other proteins, including poultry, are not allowed.** Barbeques can represent a serious public health hazard because of the large number of people attending and the potential for a foodborne illness outbreak either through inappropriate food handling practices or through time/temperature management problems with food that is considered potentially hazardous. Proper planning and suitable equipment/supplies will significantly reduce the likelihood of a foodborne illness. You shall attend a meeting to review Health and Safety requirements prior to your event. Please contact the Assistant Director of Environmental Health Services for an appointment.

Requirements for a barbeque:

- Y *All potentially hazardous food must be purchased ON THE DAY of the barbeque.*
- Y *All hamburgers must be WELL DONE, above 160 °F, so that the juices are clear.*
- Y *Keep HOT FOODS HOT, above 140°F; keep COLD FOODS COLD, below 41°F.*
- Y *Ice used for cooling any meat or food CANNOT be used for any other purpose.*
- Y *Store all beverage containers in a new barrel of ice, or barrels used solely for this purpose.*
- Y *All potentially hazardous foods MUST BE SERVED WITHIN 45 MINUTES of cooking.*
- Y *Other than beverages, food containers must be six inches of the ground. A flipped bread crate may be used.*
- Y *ALL FOOD MUST BE COVERED to protect it from dust, flies and people.*
- Y *ALL SELF-SERVE FOOD must be in individual containers; NO community bowls of condiments are allowed. Condiments must be in individual packets or squeeze bottles.*
- Y *All LEFTOVERS must be discarded after 2 hours.*
- Y *Cut watermelon must be consumed IMMEDIATELY.*
- Y *A person who is sick, or has diarrhea, is vomiting or jaundiced, or has a cut or lesion on the hands, MUST NOT HANDLE FOOD. (See Food Handler Volunteer Agreement).*
- Y *Frequent HAND WASHING is required; a portable hand-wash station may be borrowed from EHS.*
- Y *NON-LATEX GLOVES must be worn by all those serving or handling food.*
- Y *GLOVES must be changed often when soiled, contaminated, changing tasks, or washing hands.*
- Y *Chewing gum, eating, drinking and use of tobacco products are prohibited in the cooking and serving areas and on campus. The University is a Non-Smoking campus.*
- Y *SINGLE USE utensils and plates must be used.*
- Y *Hand sanitizer must also be available in food preparation area and for patrons.*

Grills:

- Y *NO GRILLS are allowed ON BALCONIES.*
- Y *All GRILLS must be OUTSIDE and situated so that smoke does not enter nearby buildings.*
- Y *A FIRE EXTINGUISHER MUST BE AVAILABLE – contact EH&S Fire Safety Division, 545-2660*
- Y *Charcoal grills should be lit 1½ hours before cooking. CONTACT UMPD BEFORE LIGHTING GRILL at 545-2121*
- Y *All CHARCOAL must be COLD to touch before placing in a trash barrel or metal bucket. EHS Fire Safety requires that 24-hours of cooling take place before charcoal disposal occurs.*
- Y *All propane gas connections must be checked for leaks by spraying 50% soap and 50% water on all connections and fittings.*

Other reminders:

- Y *Contact the Physical Plant for a Land Use application and approval at 545-0600.*
- Y *Any TENTS or SHELTERS OVER 200 SQUARE FEET require a building permit.*
- Y *A sufficient number of TRASH CONTAINERS must be provided for waste.*
- Y *You shall comply with EH&S fire safety requirements available at: https://ehs.umass.edu/sites/default/files/barbeque_0_0_0.pdf Call 545-2660 for the required fire extinguisher.*
- Y *A Food Handler/ Volunteer Agreement Form is REQUIRED for all food handlers and available at: <https://ehs.umass.edu/food-handler-volunteer-agreement-form>*