



BARBEQUE (BBQ) FACT SHEET

Barbeques (BBQ) are non-profit events. Organizers and sponsors of barbeques must follow proper food protection and sanitation practices. Barbeques can represent a serious public health hazard due to the large number of people attending and the potential for a foodborne illness outbreak either through inappropriate food handling practices or through time/temperature abuse with TCS food that is considered potentially hazardous by definition of the Food Code. Proper planning, attention to these food safety guidelines, trained and certified food safety managers, (PICs) on-site, and suitable equipment/supplies will significantly reduce the likelihood of a foodborne illness. There are two types of BBQs, simple and complex. In both cases, Auxiliary oversight from a ServSafe certified culinary team member is required.

BBQ Pre-Event Requirements

- I have reviewed and will abide by the [EH&S Food Waiver Policy \(Food Event Description & Instructions\)](#), and [Food Waiver Considerations Chart](#), this Fact Sheet, the [EH&S Food Allergy Fact Sheet](#), and the [Campus Allergy Fact Sheet](#). I will also ensure that this information is distributed to all of my group's food event participants.
- I will email the EH&S OWL training certificates to foodwaiver@ehs.umass.edu.
- I understand the types of foods meant by Time/Temperature Control for Safety (TCS) foods, (see definition).
- I understand that TCS (Time/Temperature Control for Safety) foods may only be handled and prepared by a trained volunteer under the direct supervision of the ServSafe Certified Manager at an Auxiliary facility with the appropriate equipment and utilities for food safety, i.e. a commercial kitchen.
- I understand that any corrective action deemed necessary by EH&S or Auxiliary Enterprises staff must be followed by the group or the right to continue the event or hold future ones may be forfeited.

Acceptable foods at a simple barbeque

- Pre-cooked sausages
- Hot Dogs
- Veggie Burgers
- Cheese (hard cheese)
- Rolls
- Chips
- Freshly cut watermelon
- Condiments
- Soda/Water

Additional Acceptable foods at a complex barbeque

- Hamburgers, pre-formed
- Chicken, pre-cut
- Pork roasts/ribs, pre-cut

Event Requirements

- Promptly refrigerate any foods purchased for the BBQ. All of the TCS foods must be purchased on the day of the BBQ, (not applicable to Auxiliary provided food).
- Food Handlers shall wash their hands [①](#) properly prior to preparing, cooking and serving food. For complex BBQs, a portable hand washing station with hot and cold running water is required and can be

rented for the event. Two hand washing stations are required when more than 50 attendees.

- Hand sanitizer shall be made available for use by the participants.
- The cooking area and utensils shall be neat and clean.
- A separate set of utensils/platters shall be used for raw foods and cooked foods. The grill chefs must ensure that there is no cross-contamination between raw and cooked foods occurring, (i.e. color code utensils with a visual cue, i.e. electrical tape).
- ALLERGENS** such as **wheat, peanuts, tree nuts, dairy, soy, eggs, (fish, and shellfish not allowed)** must be labeled with labels or tent cards for each type of item. ([Click here for a template](#)).
- All ingredients** listings on original packaging must be available for review by any customer, or use this form ([ingredients form here](#)).
- No cutting or slicing of foods at the event. The watermelon shall be cut in advance or pre-cut purchased only and refrigerated until ready for immediate use.
- Transport food items in covered containers (coolers) with original packaging.
- Food-grade *non-latex* gloves shall be worn at all times and changed when they become contaminated. Gloves must be discarded and hands shall be properly washed and dried prior to donning a new pair of gloves. All food handlers must frequently wash their hands and in between each glove use. Gloves shall be changed after one use, (*i.e. single use task*), or after becoming soiled or torn. Hand sanitizer may be used after hand washing has occurred by food handlers.
- Chewing gum, eating, drinking and use of tobacco products are prohibited in the cooking and serving areas. The University is a smoke-free campus.
- Hamburgers shall be cooked to an internal temperature of 160° and shall be cooked until juices run clear. No rare hamburgers are allowed. Other TCS foods must be cooked to the appropriate internal temperatures.
- Keep **HOT FOODS HOT**, held at 140°F or above; keep **COLD FOODS COLD**, held at 41°F or below.
- Ice used for cooling any meat, food, or beverage containers CANNOT be used for any other purpose. Store all beverage containers in a new barrel of ice, or barrels used solely for this purpose.
- Food containers must be six inches off the ground. An inverted bread crate may be used.
- ALL FOOD MUST BE COVERED to protect it from dust, flies and people.
- Shared serving (family style) containers of food is NOT allowed. Individual plates/cups and use of tongs are required. Individual condiment packets shall be utilized.
- I understand that prepared TCS food shall be consumed immediately, but shall not exceed service time of two (2) hours and if not consumed within two hours, then discarded.
- For complex BBQs, a three-bay sink or a commercial dish machine must be located within 100 feet of the event for immediate use by the event organizers and patrons. Soap and sanitizing buckets should be set up at the event.
- 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 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.

- Any incident of foodborne illness shall be reported immediately to EH&S. Failure to report any foodborne illness complaints shall result in the prohibition of future food events.

Forms & Attachments:

- I understand that it is my responsibility to ensure all individuals handling food must sign and follow the [Food Handler Reporting Agreement, \(FHRA\)](#)
 - Prior to the event, the original signed forms for each participant shall be sent via email to: foodwaiver@ehs.umass.edu, or campus mail/delivery to: EH&S, Environmental Health Services, 117 Draper Hall.
 - The group event organizer must retain a list of the food purchased, prepared and/or served in case of any necessary potential foodborne illness complaint follow-up. The list must be sent or delivered with the signed Food Handler/Volunteer Agreement form(s) to EH&S, (see above).
 - Training certificates emailed to foodwaiver@ehs.umass.edu or uploaded to Campus Pulse.

Submittal Deadline:

- I understand the following deadlines must be followed after the required attachments emailed or uploaded, including the EH&S OWL training certificates for all Group student food handler volunteers, (where applicable), forms delivered, in order for the submittal to be complete in Campus Pulse:

Barbeques: \geq two weeks, or 10 business days prior to the event.

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

List of required items (Auxiliary will provide):

- | | |
|---|---|
| <input type="checkbox"/> Small diameter probe food thermometer | <input type="checkbox"/> Paper towels |
| <input type="checkbox"/> Probe wipes | <input type="checkbox"/> Hand-wash stations |
| <input type="checkbox"/> Soap & sanitizing solutions (labeled spray bottles) | <input type="checkbox"/> Crates for elevating items off ground & empty containers |
| <input type="checkbox"/> Surface wipes | <input type="checkbox"/> Hair nets/hats |
| <input type="checkbox"/> Gloves | <input type="checkbox"/> First Aid kit |
| <input type="checkbox"/> Tongs, multiple color-coded sets (use colored tape on handles) | |

GRILL & FIRE SAFETY

- GRILLS are NOT allowed ON BALCONIES.
- All GRILLS must be OUTSIDE and situated so that smoke does not enter nearby buildings.
- A FIRE EXTINGUISHER MUST BE AVAILABLE – contact EH&S Fire Safety Division at 545-2660 during business hours at least one day in advance to make arrangements for the fire extinguisher.
- Charcoal grills should be lit 1.5 hours before cooking. CONTACT UMPD BEFORE LIGHTING GRILL by calling 545-2121.
- All CHARCOAL must be COLD to touch before placing in a metal Ash Container. You must order an “Ashes Only” waste container from Residential Life or from Physical Plant.
- Ensure that all propane gas connections are tight prior to any cooking.

Other reminders

- Contact the Physical Plant for a Land Use application and approval at 545-0600; required for all outside events.
- Any TENTS or SHELTERS OVER 400 SQUARE FEET require a building permit.
- A sufficient number of TRASH CONTAINERS are required, including an “Ash Container” for charcoal waste; contact the Physical Plant in advance at the Solutions Center at 545-6401.

Call the “F1” Division of EH&S at 545-2660 with any questions regarding fire safety.
