



Non-TCS Food – Pre-packaged Food, Doughnuts & Concessions FACT SHEET

Pre-packaged Non-TCS (Time/Temperature Control for Safety) food is purchased and packaged from a commercial establishment, i.e. grocery store. Non-TCS Food does not need heating or refrigeration for food safety. Examples are chips, candy, bottled juice and soda as well as commercial doughnuts* and cookies* (with non-TCS frosting and fillings) from licensed food establishments.

Concessions are popcorn and cotton candy made with the food equipment that is located at the Student Activities and Involvement Office. The food equipment shall be cleaned and sanitized before and after each use.

Organizers and sponsors of food events must practice proper food protection and sanitation procedures. Please read the [EH&S Food Event Policy](#) and the [Food & Allergy Fact Sheets](#). The following requirements shall be followed.

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 understand the types of foods meant by Time/Temperature Control for Safety (TCS) foods, (see definition), and these TCS foods are not allowed under this category.
- 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 food event or hold future ones may be forfeited.

Requirements

- Only those items listed above (non-TCS foods) are allowed; see Food Waiver [EH&S Food Event Policy](#) for more information and definitions.
- Food Handlers shall wash their hands [i](#) properly prior to preparing food and during the food event.
- 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. ([Sample](#)).
- All ingredients** listings on original packaging must be available for review by any customer, or use this form ([ingredients form here](#)).
- For commercially pre-packaged foods, the food must remain in its original packaging, with the ingredients listed. Re-packaging is not allowed.

- 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. For the cotton candy machine: arm sleeve plastic guards are also required. These sleeves are available in the Student Activities office.
- Self-service or shared serving of food is **NOT** allowed. Individual plates/cups, containers and use of tongs or deli sheets are required.
- 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 signed agreements must be submitted together to EH&S, 117 Draper Hall, UMass either by campus mail or delivery.
- After the event, any report of potential foodborne illness, must be reported to EH&S at 545-2682. Failure to report any foodborne illness complaints shall result in the prohibition of future food events.

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/Volunteer Agreement (FHVA) form.
 - a. 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.
 - b. The student food event organizer must retain a list of the foods distributed in the event 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, including the EH&S OWL food safety training certificate, (where applicable), forms delivered, and the submittal is complete in Campus Pulse:

Non-TCS prepackaged food: \geq one week or 5 business days

List of required items (Applicants to provide)

- Surface wipes
- Gloves
- Paper towels
- Hair nets/hats
- First Aid kit (optional)