



FOOD ESTABLISHMENT - CONSTRUCTION, EQUIPMENT AND OPERATION GUIDANCE

Food establishments shall comply with all applicable requirements. This document is just a quick reference tool and may not include all requirements set forth in Oklahoma Administrative Code ([OAC 310:257](#)). A plan review application is required prior to construction & licensure. It is also suggested that you contact your local building code official, local fire department, Department of Environmental Quality, the State Fire Marshal's office, or the Construction Industry Board for additional requirements.

A FOOD ESTABLISHMENT IS: *an operation that stores, prepares, packages, serves, vends food directly to the consumer, or otherwise provides food for human consumption such as a restaurant; satellite, commissary, or catered feeding location; catering operation if the operation provides food directly to a consumer.*

PLAN REVIEW	OAC 310 CITATION
REQUIRED BEFORE: <ul style="list-style-type: none"> The construction of a food establishment; The conversion of an existing structure for use as a food establishment; or The remodeling of a food establishment or a change of type of food establishment or food operation. 	257-15-6
CONTENTS OF PLAN REVIEW: <ul style="list-style-type: none"> Site plan Proposed floor plan indicating the clearly labeled location of all sinks and equipment Proposed equipment types, manufacturer and model numbers (if available) Plumbing plan showing the water and wastewater connection to each fixture Wall, floor and ceiling finish schedule and the lighting plan 	257-15-7

EQUIPMENT	OAC 310
EQUIPMENT: Food-contact surfaces of equipment may not allow migration of deleterious substances or impart colors, odors or tastes to food and under normal conditions shall be: <ul style="list-style-type: none"> Safe; Durable, corrosion-resistant, & non-absorbent; Sufficient in weight and thickness to withstand repeated ware-washing; Finished to have a smooth, easily cleanable surface; and Resistant to pitting, chipping, crazing, scratching, scoring, distortion, and decomposition. 	257-7-1
EQUIPMENT: Equipment used to meet or maintain temperature for time/temperature control for safety food shall be deemed commercial or commercial grade by the manufacturer. Equipment for cooling and heating, and holding cold and hot food shall be sufficient in number and capacity to provide food temperatures as required and shall be provided with an accurate thermometer.	257-7-13/49/50
EQUIPMENT: Equipment shall be spaced and sealed or elevated to allow for easy cleaning.	257-7-60
VENTILATION: Hoods meeting the requirements listed in OAC 158:50 , Mechanical Industry Regulations, shall be installed above commercial heat-processing equipment that causes grease vapors and smoke. If necessary to keep rooms free of excessive heat, steam, condensation, vapors, obnoxious odors, smoke, and fumes, mechanical ventilation of sufficient capacity shall be provided. Ventilation hood, if installed, shall be sufficient in capacity to prevent grease or condensation from collecting on walls and ceilings and to prevent the collection of smoke and noxious odors in the food establishment.	257-7-22/26/32/53
LIGHTING: Light bulbs shall be shielded, coated, or otherwise shatter-resistant in areas where there is exposed food; clean equipment, utensils, and linens; or unwrapped single-service and single-use articles. Lighting shall be at an intensity of at least 50 foot candles (540 lux) at a surface where a food employee is working with food or working with utensils or equipment, 20 foot candles for customer self-service areas, and 10 foot candles for walk-in refrigeration units and dry food storage areas.	257-11-11/31
SANITIZER TESTING: A test kit for chemical sanitizer or device that accurately measures sanitizing solutions in mg/L must be available for proper testing of the sanitizer solution. Heat sanitizing must achieve a utensil surface temperature of 71°C (160°F) as measured by an irreversible temperature indicator.	257-7-58/257-7-75

FLOORS & SURFACES	OAC 310 CITATION
FLOORING: Carpeting or similar material may not be installed as a floor covering in food preparation areas.	257-11-6
SURFACES: Non-food contact surfaces shall be free of unnecessary ledges, projections, and crevices; and designed and constructed to allow easy cleaning and to facilitate maintenance.	257-7-20
SURFACES: Indoor floor surfaces under conditions of normal use shall be smooth, durable, non-absorbent, and easily cleanable. Junctures between walls and floors must be coved and closed or sealed. Utility service lines and pipes may not be unnecessarily exposed and shall be installed so they do not obstruct or prevent cleaning of the floors, walls, or ceilings. Exposed horizontal utility service lines and pipes may not be installed on the floor.	257-11-1 / 4 / 5

WALLS & CEILINGS	OAC 310 CITATION
EXTERIOR: Exterior walls and roofs shall effectively protect the establishment from weather and entry of insects, rodents, and other animals. Outer openings shall be protected against entry of insects and rodents by: <ul style="list-style-type: none"> • 16 mesh to 25.4mm (16 mesh to 1 inch) screens; • Properly designed and installed air curtains to control flying insects; or other effective means. • Filling or closing holes and other gaps along floors, walls, and ceilings. • Closed, tight-fitting windows; and Solid, self-closing, tight-fitting doors. 	257-11-15 / 16
SURFACES: Indoor wall and ceiling surfaces under conditions of normal use shall be smooth, durable, non-absorbent, easily cleanable, and at least 50% light reflective for areas where food operations are conducted except as allowed in 310:257-11-6, and except for antislip floor coverings or applications that may be used for safety reasons.	257-11-1 / 3 / 6
STUDS, JOISTS, AND RAFTERS: Studs, joists and rafters may not be exposed in areas subject to moisture.	257-11-10

FOOD	OAC 310 CITATION
APPROVED SOURCE: Food shall be from an approved source. <u>No food prepared in a private home shall be used or offered for sale.</u> Food shall be safe, unadulterated, and honestly presented.	257-5-1 / 2 / 66
THERMOMETER: A temperature measuring device with a suitable small-diameter probe shall be provided and readily accessible to accurately measure the temperature in thin foods such as meat patties and fish filets. A stem-type probe thermometer accurate to +/-2°F shall be required and be capable of taking temperatures of cold and hot foods.	257-7-23 / 37 / 56
PACKAGED FOODS: Packaged foods shall be labeled appropriately and packaging shall be in good condition to protect foods from contamination.	257-5-2(c) / 13
TEMPERATURE: Cold, TCS foods shall be received and maintained at a temperature at or below 41°F, and hot TCS foods shall be received and maintained at a temperature at or above 135°F	257-5-9(a) / (d) 257-5-59(a)
ICE: Ice shall be made from drinking water (approved source). Ice used as a cooling medium shall not be used as food.	257-5-14 / 28
CONTAINERS: Food that is not in the original container shall be labeled unless it is easily recognized. Refilling of returnable containers shall be prohibited, unless by a contamination-free process. Food that has been returned shall not be offered for resale.	257-5-24 257-5-36 / 44
FOOD PROTECTION: Food and condiments shall be protected during storage, preparation and display	257-5-37 / 40 / 41 / 42
THAWING: Shall meet one of the following criteria: under refrigeration below 41°F, submerged under running water that is 70°F or less, part of cooking process or thawed in microwave and cooked immediately.	257-5-56
COOLING: Cooling of cooked, TCS food shall be done from 135°F to 70°F within 2 hours, and from 70°F to 41°F within 4 additional hours (135°F to 41°F within 6 hours).	257-5-57
TIME AS A CONTROL: Time may be used as a control, provided that a written procedure is available, and the food is marked with a maximum 4-hour time from when it was removed from temperature control (or 6 hrs. for food that does not exceed 70°F). Food must be discarded at the end of the time period. The food shall have an initial temperature of 41°F or less when removed from cold holding temperature control, or 135°F or greater when removed from hot holding temperature control.	257-5-62

PERSONNEL	OAC 310 CITATION
CLOTHING: Employees shall wear clean clothing and keep fingernails trimmed and cleaned.	257-3-15 / 17
HAND WASHING: Employees shall keep hands/arms clean; and wash in an appropriate handwashing facility – not in a sink used for food preparation or warewashing.	257-3-9 / 10 / 12 / 13
HAIR RESTRAINTS: Food employees shall wear hair restraints and clothing designed to effectively keep their hair from contacting exposed food.	257-3-20
EATING/DRINKING: Employees shall not eat or use tobacco products in a food preparation/service area. Any drink shall be in a closed container to prevent contamination.	257-3-18
BARE HAND CONTACT: Food employees shall not contact ready to eat foods with their bare hands. Suitable utensils, deli-tissue, spatulas, tongs, and single use gloves may be used.	257-5-21
ILLNESS: Food employees shall report to facility's person-in-charge any diagnosis of Norovirus, Hepatitis A, <i>Shigella</i> , Shiga-producing <i>e. coli</i> , <i>Salmonella</i> , or any of the following symptoms: vomiting, diarrhea, jaundice, sore throat with fever, an open or draining wound or lesion.	257-3-4 / 5 / 6
EMPLOYEE LOCKER AREAS, ACCOMODATIONS OR DESIGNATED AREAS: Lockers or other suitable facilities shall be used for the orderly storage of employee clothing and other possessions and shall be located in a designated room or area where contamination of food, equipment, utensils, linens, and single-service and single-use articles cannot occur. DRESSING ROOMS: Dressing rooms shall be provided if the employees regularly change their clothes in the establishment. BREAK AREAS: Areas designated for employees to eat, drink, and use tobacco shall be located so that food, equipment, linens, and single-serve and single-use articles are protected from contamination.	257-11-37 / 49
LIVING AREAS: A private home, a room used as living or sleeping quarters, or an area directly opening into a room used as living or sleeping quarters may <u>not</u> be used for conducting food establishment operations.	257-11-21 / 22

GARBAGE AND REFUSE	OAC 310 CITATION
RECEPTACLE: Garbage and food waste receptacles shall be durable, cleanable, insect- and rodent-resistant, leakproof, and nonabsorbent. Receptacles outside the facility shall be designed and constructed to have tight-fitting lids, doors, or covers. The outdoor storage surface for refuse shall be constructed of non-absorbent, smooth, and durable material such as concrete or asphalt, and shall be sloped to drain.	257-9-57 / 59 / 55
CLEANING: Receptacles shall be cleaned at a frequency necessary to prevent them from developing buildup or becoming attractants for pests, and in such a way that does not contaminate food service items or surfaces.	257-9-70

WATER, PLUMBING, & WASTEWATER SYSTEM	OAC 310 CITATION
APPROVED SOURCE: Water used shall come from an approved source. Non-community water systems require approval from the Dept. of Environmental Quality.	257-9-1
SUFFICIENT WATER: Hot water generation and potable water source distribution systems shall be sufficient to meet the peak water demands.	257-9-8
WATER PRESSURE: Water under pressure shall be provided to all fixtures, equipment, and non-food equipment that are required to use water.	257-9-9
PLUMBING SYSTEM: A plumbing system shall be constructed and repaired with approved materials to preclude backflow of a solid, liquid, or gas contaminant into the water supply system at each point of use at the food service establishment. If required by law the establishment shall provide an air gap between the water supply inlet and the flood level rim of the plumbing fixture, equipment, or nonfood equipment that is at least twice the diameter of the water supply inlet and may not be less than one (1) inch or installation of a backflow or back-siphonage prevention device on a water supply system that meets American Society of Sanitary Engineering (ASSE) standards for construction, installation, maintenance, inspection, and testing for that specific application and type of device. A backflow prevention device shall be located so that it may be serviced and maintained based on local water conditions. A water filter, screen, and other water conditioning device installed on water lines shall be designed to facilitate disassembly for periodic servicing and cleaning.	257-9-12 / 13 / 15 / 16 / 17 / 21 / 22 / 24 / 25 / 27 / 28
SEWAGE DISPOSAL: All sewage and wastewater shall be disposed into a public sewage system or an individual sewage disposal system that is installed, sized, constructed, maintained, and operated according to law. A direct connection may not exist between the sewage system and a drain originating from equipment in which food, portable equipment, or utensils are placed. A grease trap shall be located to be easily accessible for cleaning. Individual sewage disposal systems require approval from the Dept. of Environmental Quality.	257-9-47 / 48 / 49 / 52

TOILET: At least 1 toilet and not fewer than the toilets required by law shall be provided and conveniently located and accessible to employees during all hours of operation. A toilet room located on the premises shall be completely enclosed and provided with a tight-fitting and self-closing door. A toilet room used by females shall be provided with a covered receptacle for sanitary napkins. Food may not be stored in toilet rooms.	257-9-19 / 5-38 / 9-61 / 11-36
HANDWASHING SINK: Handwashing sinks shall be provided and conveniently located and accessible to employees during all hours of operation and located to allow convenient use by employees in food preparation, food dispensing, and ware-washing areas and in or immediately adjacent to toilet rooms. A sink system shall be made of equipment and materials intended for the use of hand washing. The sink system shall be installed so that hand washing cannot contaminate utensil washing. The faucet shall provide a flow of water for at least 15 seconds without the need to reactivate the faucet.	257-9-23 / 18 / 14
LAVATORY: A hand-washing lavatory shall provide cold and hot water at a temperature of at least 100°F. Hand soap, disposable hand towels, and waste receptacles shall be available for use at the hand sink. A sign or poster that notifies employee to wash their hands shall be provided at all handwashing lavatories that are used by employees	257-9-14 / 11-24 / 25 / 27 / 28
WAREWASHING: A commercial dishwasher or a three-compartment sink with drain boards is required for washing, rinsing, and sanitizing equipment and utensils. WAREWASHING MACHINE: An exhaust system is to be provided above hot water sanitizing machines to remove steam; Shall be equipped with a temperature measuring device that indicates the temperature of the water; Shall be equipped to automatically dispense detergents and sanitizers and incorporate a visual or audible alarm to signal if the detergents and sanitizers need to be added to the respective washing and sanitizing cycles; Concentration of the sanitizing solution shall be accurately determined by using a test kit or other device. 3-COMPARTMENT SINK: The compartments of the sink shall be rounded and smooth, large enough to accommodate. Wash solution must be maintained at 110°F or the temperature specified on the cleaning agent manufacturer's label instructions. EXEMPTION: A warewash sink is not necessary if the facility sells only pre-packaged foods, has no food preparation and has no equipment/utensils requiring cleaning.	257-7-38 / 44 / 51 / 52 / 53 / 71 / 72 / 73 / 74 / 75 / 77
COUNTER SPACE: Drainboards, utensil racks, or tables large enough to accommodate all soiled and cleaned items that may accumulate during hours of operation shall be provided for necessary utensil holding before cleaning and after sanitization.	257-7-52
BACKFLOW: A backflow prevention device shall be required on the water system at the point of attachment to the facility's system. This device must meet (A.S.S.E.) standards.	257-9-16 / 21
MOP SINK: At least 1 service sink or 1 curbed cleaning facility equipped with a floor drain shall be provided and conveniently located for the cleaning of mops or similar wet floor cleaning tools and for the disposal of mop water and similar liquid waste.	257-9-20

For more information contact:

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