



University Office of Environmental, Health, and Safety Management
Indiana University

Food Protection Program
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Guidelines for On Campus Pizza Sales

Requirements:

- All food events taking place on campus that are open or offered to the public must comply with IU's [Temporary Event Policy](#).
- A [Temporary Food Service Event Application](#) must be completed and submitted to IU-EHS at least seven days prior to the event. The application must include the date, location, vendor, contact information, and menu items.



Food Safety:

- Hand washing must be conveniently located in proximity to the pizza sale or, if outdoors, [temporary hand washing](#) must be made available.
- Following [recommended hand washing procedures](#) will reduce the risk of food borne illness.
- No bare hand contact with ready-to-eat food (i.e.- cooked pizza) is permitted in the Indiana Food Code. Food service gloves, clean and sanitized utensils, or clean deli paper (or equivalent) must be used to touch and serve the pizza. Hands must be washed prior to putting on [food service grade gloves](#).
- If using utensils, they must be properly cleaned and sanitized before use.
- It is recommended to designate one person to only handle money and another to only handle foods. This will reduce the risk of cross contamination.
- All food items should be stored covered or protected as much as possible. All food should also be stored at a minimum of 6 inches off the ground.
- Pizza should be received at 135 degrees F or above. Food should be maintained at 135 degrees F throughout the event. Food thermometers can assist you in checking receiving and storage temperatures. Be sure that you have a means to sanitize the thermometer before and after each use.
- If there are no means to maintain the pizza at 135 degrees F, remaining pizza after two hours from creation should be discarded and not sold or consumed.

Appearance:

- Proper and frequent hand washing must occur.
- Clean clothes should be worn the day of the event
- Hair restraints and closed toed shoes should be worn by the people serving the pizza slices.
- Excessive jewelry should be removed prior to the event.

Additional guidance can be found [here](#). If you have any questions about your event please contact our office.