



University Office of Environmental Health and Safety  
Indiana University

Food Protection Program  
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## Guidelines for Outdoor Food Events

### 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:

- [Temporary hand washing](#) must be made available for outdoor food service. Please follow the guidelines described in the link.
- 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 hamburgers, lettuce, buns) 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 ready to eat food items. Hands must be washed prior to putting on [food service grade gloves](#).
- It is recommended to designate one person to handle money and another to handle foods. This will reduce the risk of cross contamination. Pre-cooked meats and individually packaged drinks and sides would also be recommended to prevent 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.
- An accurate food thermometer must be onsite to check cooking temperatures. Proper cooking temperatures should be reached for all food products. Hamburgers and other ground meat must reach a minimum 155 degrees F for a minimum of 15 seconds. Other cooking temperatures can be found [here](#). When reheating food be sure to reach an internal temperature of 165 degrees F for 15 seconds.
- Hot food should be maintained at 135 degrees F and cold food 41 degrees F or below throughout the event. Food thermometers can assist you in checking cooking and holding temperatures. Be sure that you have a means to sanitize the thermometer before and after each use.
- A bleach water concentration between 50—100ppm will suffice for sanitizing surfaces and utensils.

### 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 cooking food.
- 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.