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REGULATIONS GOVERNING FOOD PROCESSING AND FOOD MANUFACTURING
ESTABLISHMENTS

February 29, 1960

Above regulations have been on file in the Department of Records since January 29, 1960.

The above regulations were advertised in the local newspapers on February 2, 1960.

Since no inquiries were received as a result of this advertising, the regulations, having been on file for the required thirty days, are now in effect.

CAB:cad

cc: Henry V. Walkowiak, Secretary to the Board of Health
Isador Kranzel, Assistant City Solicitor

DEPARTMENT OF PUBLIC HEALTH OF PHILADELPHIA

REGULATIONS GOVERNING FOOD PROCESSING AND
FOOD MANUFACTURING ESTABLISHMENTS

Pursuant to Section 5-301(b) of the Home Rule Charter and
Sections 5-301(7), (8) of the Code of General Ordinances of the
City of Philadelphia, the following regulations are promulgated
by the Board of Health.

The following general sanitation requirements shall apply
to all food processing and food manufacturing establishments.

DEFINITIONS

As used in this regulation, the following definitions apply:

Approved. Satisfactory compliance as determined and
recorded by the Department of Public Health.

Equipment. Equipment used in the handling of food.

Utensils and Containers. Any cutlery, container, or
other article with which food comes in contact during
handling.

(a) Food Processing or Food Manufacturing Establishments.

Any establishment with permanent location where food
is handled, manufactured, or processed, and offered
for sale or distribution to other food establishments.

Food manufacturing and processing establishments include,

but are not limited to bakeries, confectioneries, bottling
plants, canneries, pickling plants, sea food plants, and
canning plants, and similar plants, but do not include
restaurants, delicatessens, or other places where food is
prepared for immediate consumption.

Food storage. Canned, dried, or frozen

vegetables, or food stores, as defined in the Health

Code and the regulations issued thereunder.

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2. PLANS FOR NEW CONSTRUCTION OR EXTENSIVE RECONSTRUCTION

In the case of new construction or extensive reconstruction or alterations or the installation of new equipment, duplicate plans shall be submitted to the Department of Public Health for prior approval. Such approvals shall be recorded and a set of plans will be kept on file in the offices of the Department.

(e) Readily Perishable Food. Any food capable of supporting the growth of micro-organisms which can cause food infection and food intoxication.

(f) Food Additive. Any substance, the intended use of which results or may reasonably be expected to result, directly or indirectly, in its becoming a component or otherwise affecting the characteristics of any food.

3. FLOORS

The floors of all rooms in which food is handled, or in which utensils are washed shall be constructed of materials which are cleanable, shall be kept clean, in good repair, and free of open holes or cracks. Bottling plants, canning plants, pickling plants, sea food and shucking plants, frozen food plants and similar plants shall, in addition, have the floors in all processing areas constructed of impervious material.

4. WALLS AND CEILINGS

The walls and ceilings of all rooms in which food is handled or utensils are washed shall be kept clean and in good repair. The walls of such rooms shall be constructed of a washable material. Bottling plants, canning plants, pickling plants, sea food and shucking plants, frozen food plants and similar plants shall, in addition, have the walls in all processing areas constructed of impervious material.

5. OPENINGS TO THE OUTSIDE

From May 1 to November 1, inclusive, rooms in which food is handled or utensils are washed shall have all openings to the outside effectively screened and outer doors shall be self-closing and outward opening for the exclusion of flies. This regulation shall not apply to rooms where only completely enclosed packages

are stored. Other methods or devices for the exclusion of flies may be used instead of the above prescribed procedure, provided such methods or devices are approved as to use and installation.

6. LIGHTING

All rooms in which food is handled or utensils washed shall be provided with natural or artificial light sufficient to provide an illumination of at least twenty (20) foot candles at all working surfaces and on all working areas. Rooms used for food storage, but not for food handling or utensil washing, shall be provided with sufficient light to provide illumination of at least five (5) foot candles at a point thirty (30) inches above the floor.

7. VENTILATION

All rooms in which food is handled or in which utensils are washed shall be kept free of objectionable odors, condensate, excess moisture, and toxic substances.

All exhaust outlets from mechanical ventilating devices shall be conducted to the outside air and shall be so arranged, placed, extended or treated as to avoid creating a nuisance to adjacent areas.

8. TOILET FACILITIES

Conveniently located toilet facilities in proper working order, and conforming to applicable plumbing laws, ordinances, and regulations shall be provided in the establishment. Toilet room doors shall be self-closing. Toilet rooms shall have readily washable floors and walls and shall be kept clean, well illuminated and in good repair. Toilet rooms shall be completely enclosed, and shall be ventilated to the outside air and discharge vents shall conform to the requirements of the Air Pollution Control Ordinance

and regulations thereunder. Durable, legible signs shall be posted conspicuously in each toilet room directing employees to wash their hands before returning to work.

9. LAVATORY FACILITIES

A sink with hot and cold running water located in or convenient to the toilet room, and in no instance more than fifteen (15) feet outside the toilet room, and soap and sanitary towels or other approved drying facilities in suitable holders or dispensers, shall be provided in the establishment. Suitable containers shall be provided for the disposal of used paper towels. Common use towels are prohibited. No person shall resume work after using the toilet room without first washing his hands. Handwashing sinks with hot and cold running water, soap and sanitary towels shall be provided convenient to all food manufacturing or processing rooms and in no case shall be located more than fifty (50) feet from the entrance point of such a room or area; provided that existing establishments may have a period of six (6) months from the effective date of these regulations to comply. The Department may require the installation of a handwashing sink, soap and sanitary towels in or adjacent to any processing room where there is extensive hand contact with food.

10. WATER SUPPLY

Hot and cold running water, under pressure, in amounts adequate to supply the peak demands of the establishment, shall be provided to all sinks where food is prepared or utensils are washed. Sinks used in the washing of utensils or handwashing shall be provided with hot running water not less than 120°F. The water supply shall be of a safe, sanitary quality. All plumbing and water supply shall conform to the Plumbing Code or regulations and to

any applicable regulations of the Department of Public Health and the Water Department. Connections or arrangements between a potable water supply and any other water supply, plumbing or drainage system, water receptacle or liquid or other substance, or between the City water supply and any other water supply such that backflow can occur, are prohibited.

11. CLEANING OF EQUIPMENT AND UTENSILS

Utensils shall be clean at the beginning of the day's operation. All equipment and utensils shall be cleaned as often as necessary.

Adequate washing facilities with hot running water at a minimum temperature of 120°F. ^{and cold running water} shall be provided for the washing of utensils or equipment.

The Department may require final bactericidal treatment after cleaning of equipment, utensils and containers used for the processing or packing of readily perishable foods. Approved bactericidal processes shall mean the treatment of the equipment, utensil, or container by one of the following methods:

- (a) Hot water at a minimum temperature of 180°F. for at least ten (10) seconds.
- (b) Hypochlorite compounds or chlorine containing compounds of equal efficiency at a minimum concentration of 100 P.P.M. for at least thirty (30) seconds.
- (c) Quaternary ammonium compounds at a minimum concentration of 200 P.P.M. for at least thirty (30) seconds.
- (d) Iodophor compounds at a minimum concentration of 12.5 P.P.M. for at least thirty (30) seconds.

12. CONSTRUCTION, REPAIR AND MAINTENANCE OF UTENSILS AND EQUIPMENT

All utensils and equipment shall be constructed as to be readily cleanable and shall be maintained in good repair and operated in a sanitary manner.

All utensils and equipment shall be made of smooth, corrosion resistant, non-toxic material, kept in good repair and shall be easily accessible and, when necessary, capable of disassembly for cleaning, servicing and inspection.

Stationary equipment shall be installed and maintained in such a manner as to prevent the harboring of rodents, insects and other arthropods, and to permit cleaning.

13. DISPOSAL OF WASTES

All liquid wastes shall be disposed of in accordance with the requirements of the Plumbing Code, Health Code and any other applicable ordinances and regulations.

Garbage shall be placed in impervious containers with tight fitting covers, or in similar tightly closed receptacles, which shall be kept in good repair, and cleaned and washed when emptied; except that garbage placed in a room used solely for the storage of garbage and refuse need not be placed in such container. This garbage room shall have a tightly fitting door and properly drained impervious floors and shall be equipped with a screened air intake and exhaust fan. The garbage room shall be cleaned when emptied.

All garbage, and refuse containing garbage or other material attractive to rodents, flies and other insects and arthropods, shall be removed from the premises not less than every three (3) days; and shall be handled so as to prevent the attraction or breeding therein or insects, rodents or other animals.

Refuse other than garbage shall be kept in receptacles, and shall be removed from the premises of the establishment not less than once per week.

Waste containers may be kept uncovered only when in actual use.

~~not less than every three (3) days; and shall be handled so as to prevent the attraction or the breeding therein of insects, rodents or other animals. Waste containers may be kept uncovered only when in actual use.~~

14. REFRIGERATION

All readily perishable food shall be kept at or below 50°F. A refrigeration system capable of holding all such foods at a temperature below 50°F., shall be provided, used and maintained where such foods are handled. All refrigeration systems shall be kept clean and in good repair. Ice used in contact with food shall be from approved sources and handled in a sanitary manner.

~~Readily perishable foods shall be transported at temperatures not exceeding 50°F. Frozen foods which are readily perishable shall be stored at temperatures not exceeding 10°F. Such frozen foods which are being defrosted for further processing shall be kept at or below 50°F. while defrosting.~~

Readily perishable foods shall be transported at temperatures not exceeding 50°F. Frozen foods which are readily perishable shall be transported at temperatures not exceeding 10°F., provided that this requirement shall not become effective till January 1, 1961.

A thermometer shall be installed and maintained in each refrigerator and freezer cabinet or room.

15. WHOLESOMENESS OF FOODS

All food shall be clean, wholesome, not adulterated, and free from contamination, spoilage, hazardous chemicals, rodents, rodent parts, insects and insect parts and disease-causing micro-organisms. Meat, meat products, milk, milk products, shellfish, ice cream and frozen desserts shall be from sources approved by the Department of Public Health.

FOOD PROTECTION

16. MANUFACTURING, PROCESSING, STORAGE AND TRANSPORT OF FOOD AND DRINK

Food shall be handled so as to be protected against dirt, rodent flies, insects and other arthropods, unnecessary handling, droplet infection, and potential overhead sewer leakage, and all other contamination. Rodents, flies, roaches, insects and other arthropods shall not be present in any part of the establishment.

The establishment shall be so constructed as to prevent the ready entrance of rodents.

No dog, cat, bird or similar pets, animals or live poultry shall be kept or allowed in any room in which food is handled.

Rooms used for living and sleeping shall be separated from the food establishment by solid tight fitting doors and complete partitions.

No insecticide or other poisonous or deleterious substance shall be stored or kept in any room where food or drink is processed or manufactured. Such substances when stored or kept in the establishment shall be kept separate from food and kept in such a manner as not to be mistaken for food.

17. PROCESS CONTROLS

All food processing and manufacturing operations which require heat, cold, radiation or other physical means to destroy or inactivate micro-biological organisms shall have suitable process controls as may be required by the Department.

18. HEALTH AND CLEANLINESS OF EMPLOYEES

All employees shall wear clean outer garments and shall keep their hands clean at all times while engaged in handling food, utensils or equipment and shall wear suitable head coverings. Employees shall not expectorate or use tobacco in rooms where food is handled or where equipment or utensils are washed.

No person who is affected with any infection or disease in a communicable form or is a carrier of such an infection or disease shall work in a food establishment, and no food establishment shall employ any such person or any person suspected of being affected with an infection or disease in a communicable form or of being a carrier of such disease. If the food establishment proprietor suspects that any employee has contracted any infection or disease in a communicable form or has become a carrier of such infection or disease, he shall notify the Department of Public Health immediately.

The Department may order the examination of any person in a food establishment in order to insure effective diagnosis and control of communicable disease which is readily transmissible through food or food utensils and equipment, or the handling thereof.

19. GENERAL ITEMS

- (a) The premises immediately adjacent to the establishment under the control of the establishment shall be kept clean and free of litter, rubbish, and all other conditions that may serve as rodent harborages or to attract flies and other insects.
- (b) Food, food products and food ingredients shall be stored on pallets or similar platforms. ^{A sufficient space between the floor} ~~at a sufficient height~~ and the pallet or platform shall be provided to permit visual inspection ~~above the floor to permit visual inspection and cleaning~~ and cleaning. No such platform or pallet shall be necessary where ~~provided that this shall not apply to~~ food, food products or food ingredients ^{are packaged or} in waterproof/rodent proof ~~packaging or~~ containers.
- (c) Facilities shall be supplied for the storage of employees' clothing. Such facilities shall be kept clean, and shall not be in rooms where food is handled unless placed in a

closet or closed compartment.

(d) Soiled linens, coats and aprons shall be kept in containers provided for that purpose.

~~19. PLANS FOR NEW CONSTRUCTION OR EXTENSIVE RECONSTRUCTION~~

~~In the case of new construction or extensive reconstruction or alterations, plans may be submitted to the Department of Public Health for prior approval. Such approvals shall be recorded and a duplicate set of plans kept on file by the Department of Public Health.~~

20. CHEMICAL ADDITIVES TO FOODS

No person shall manufacture, produce, handle, pack, process, use, sell, offer for sale or transport any food which bears or contains a food additive, except as permitted by regulations promulgated by the Secretary of Health, Education and Welfare pursuant to the Federal Food, Drug and Cosmetics Act; and which is permitted by the acts and regulations of the Department of Agriculture and/or the Department of Health of the Commonwealth of Pennsylvania.

~~January 1, 1960~~

Approved:

Board of Health-January 13, 1960

Law Department -January 27, 1960