SAN MATEO COUNTY HEALTH
ENVIRONMENTAL HEALTH SERVICES

Environmental Health Services
Food Program
2000 Alameda de las Pulgas, Suite #100
San Mateo, CA 94403
Phone: (650) 372-6200 | Fax: (650) 627-8244
smchealth.org/food

INTEGRATED PEST MANAGEMENT AND FOOD SAFETY RISK MITIGATION PLAN FOR UNENCLOSED FOOD FACILITIES

Please complete and submit this form along with all requested attachments. Approval from Environmental Health Services (EHS) is required prior to making changes to a food facility enclosure or operating in any capacity without full enclosure.

CONTACT INFORMATION

Business Name: _____ Phone: _____

Owner/Operator Name: _____ City: _____

Address: _____ Zip: _____

Email: _____ BLA #: _____

Website: _____

Hours of Operation: _____

ELIGIBLE FOOD FACILITIES

The California Retail Food Code Section 114266 (d) (1) states that a restaurant, which shall have the same meaning as a "bona fide public eating place" in Section 23038 of the Business and Professions Code may operate using open windows, folding doors, or non-fixed store fronts during hours of operation if the restaurant can be fully enclosed during the hours of non-operation, has the ability to operate while fully enclosed as necessary, and develops an integrated pest management and food safety risk mitigation plan that must be reviewed and approved by EHS.

"**Bona fide public eating place**" means a place which is regularly and in a bona fide manner used and kept open for the serving of meals to guests for compensation and which has suitable kitchen facilities connected therewith, containing conveniences for cooking an assortment of foods which may be required for ordinary meals, the kitchen of which must be kept in a sanitary condition with the proper amount of refrigeration for keeping of food on said premises and must comply with all the regulations of the local department of health.

"**Meals**" means the usual assortment of foods commonly ordered at various hours of the day; the service of such food and victuals only as sandwiches or salads shall not be deemed a compliance with this requirement.

"**Guests**" shall mean persons who, during the hours when meals are regularly served therein, come to a bona fide public eating place for the purpose of obtaining, and actually order and obtain at such time, in good faith, a meal therein. Nothing in this section, however, shall be construed to require that any food be sold or purchased with any beverage.

This does not include markets, hospitals, schools, and other licensed healthcare facilities. This also does not include restaurants that also operate a satellite food facility. Satellite food facilities can only work in conjunction with a fully enclosed permanent food facility.

VERMIN: DISEASE AND BEHAVIOR

Vermin means cockroaches, mice, rats, flies, and similar pests that carry disease. The presence of vermin in areas where food is handled or prepared or where clean equipment and dishware is stored in food facilities increases the risk of foodborne illness. Keep your food facility vermin free and protect your food and food contact surfaces from contamination by vermin.

House flies: House flies spread pathogens like bacteria and viruses such as E. Coli, Salmonella, Shigella, Typhoid Fever, and even some parasites like Giardia. House flies transfer pathogens to food and clean food contact surfaces from unsanitary places like dog feces, garbage, and spoiled food. They have very sticky feet and hairy bodies that easily pick up pathogens from surfaces and transfer them to other surfaces they land on. Flies also transfer pathogens to food and food contact surfaces through regurgitation. They regurgitate digestive fluids onto solid food to help liquify it before eating it again, which deposits pathogens and contaminates food and surfaces.

Cockroaches: Cockroaches spread pathogens like bacteria and viruses such as E. Coli, Salmonella, Shigella, Staphylococcus aureus, and parasites like Giardia and Entamoeba histolytica. They spread diseases to food and food contact surfaces through their fecal droppings and saliva. Cockroaches can infest easily as they rapidly reproduce and eat almost anything. They can survive a wide range of temperatures and conditions. They may enter your food facility through delivery boxes, or from the outside via doorways and small cracks and crevices. A baby cockroach can mature into an adult within a month. A female can produce up to 300 babies during her lifespan. Cockroaches are nocturnal, so by the time you spot a live cockroach, there may already be a large infestation. Signs of infestation include shed skins, egg cases, or feces which are small and resemble coffee grounds or black pepper.

Rodents: Rodents (mice and rats) spread pathogens like bacteria and viruses such as Leptospirosis, Salmonella, and Hantavirus. They spread diseases to food and food contact surfaces via their feces, urine, and saliva. Rodents are nocturnal and generally scared of humans, so it is rare to see live rodents during the day. Signs of their presence include droppings, gnaw marks on food or food containers, nests built from fine shredded paper or other fibrous materials, rub marks on the walls caused by greasy rodent fur, or sounds in the floors or walls.

REQUIREMENTS

Please read and initial the following statements to confirm your understanding.

Requirement	Initials
I must obtain approval from EHS prior to operating my restaurant without full enclosure.	
The final approved integrated pest management and food safety risk mitigation plan shall be made available upon request by EHS at any time.	
During hours of non-operation, the food facility must be fully enclosed.	
I must review and update the plan annually or whenever there is a change to the facility or the operation.	
I must self-close the restaurant upon observation of vermin (rodent, cockroach, or flies) activity inside the facility, including droppings or markings, and remain closed and not operate until all vermin are eliminated.	
I am responsible for training my staff upon hire and annually on pest prevention practices and the restaurant's pest control procedures, and the employee's individual responsibilities in maintaining a vermin-free environment.	
I must have a contract with a licensed pest control provider and I must maintain a log of all the dates of their site visits and a description of exclusion or treatment events performed. I must also keep copies of their detailed service reports on site and available for review for a period of 12 months.	
I must increase my pest control service frequency if any conditions increase the risk of vermin infestation including but not limited to: an adjacent vacant business, nearby construction, or other environmental factors where the presence of vermin increases.	
By not fully enclosing my restaurant, I am increasing the risk of vermin entry and infestation.	
This written plan does not guarantee that my restaurant will not experience a vermin infestation.	
This integrated pest management and food safety risk mitigation plan and the ability for my restaurant to operate unenclosed can be revoked or suspended if the approved plan is not followed, if vermin are observed during an inspection, or if complaints of vermin presence are verified.	
I must follow all parts of this plan at all times or my facility is subject to full enclosure requirements.	

REQUIREMENTS

Describe how you will protect food from contamination from vermin (rodents, cockroaches, flies) including open food.
Example: Cover all open food with a lid, food grade wrapping, etc.

Describe how you will ensure food contact surfaces remain clean and sanitized.
Example: If staff observe a fly land on a cutting board, they must immediately clean and sanitize it.

PREVENTING VERMIN

Describe how you will eliminate food and water sources for vermin.
Example: We will cover and put away all food at the end of the night. We will repair all plumbing leaks upon identifying them.

Describe how you will eliminate vermin harborage areas.
Example: We will seal cracks, holes, and crevices as they are identified. We will not store unused equipment in the facility.

Describe how you will prevent vermin from entering your kitchen.
Example: We will inspect all deliveries/boxes for cockroaches at receiving. We will ensure bushes, shrubs, or other foliage, where rodents can gain access to the building are trimmed or removed.

Describe your procedures for inspecting your facility and the surrounding areas for vermin harborage. Include who will conduct the inspection, how they will document the inspections, and what tools they will use to conduct a thorough inspection.
Example: Prior to opening, the designated person in charge will check underneath and around all equipment and storage areas using a flash light and an inspection/telescoping mirror.

Describe how often your licensed pest control company will service your facility. Include a communication plan with the company to ensure effective and timely feedback on areas that need cleaning or sealing.
Example: Our food facility will be serviced every 2 weeks as part of our preventative care plan with our company. We can call them out for additional service as needed. The person in charge will call the technician the morning after service was completed to discuss findings.

CLEANING/SANITATION

List all areas that will be cleaned, at what frequency, and by which staff position. Attach additional pages if necessary.

Location	Describe how, at what frequency, and by whom this location will be cleaned.
Example: Cookline	All equipment at the cookline will be pulled out and cleaned underneath on Thursday nights after close. This will be done by the lead cook. Equipment at the cookline will be wiped down and cleaned every night after close by the cook.

TRASH/COMPOST AREAS MAINTAINED

Check all that apply.

☐ The food facility has its own designated outdoor dumpster/trash receptacle.

☐ Outdoor trash receptacles with neighboring businesses are shared. # of food businesses sharing trash bins: _____

Frequency of current trash/organic waste pick up by hauler: _____

Do you have the option to increase pick up frequency if needed? _____

Describe how you will secure your outdoor trash/compost area and how you will keep the area clean.
Example: We will have a lock on the dumpster lids at all times. The designated Person in Charge will check the trash area for debris and ensure dumpsters remain locked 3 times daily.

If you share a trash area, describe how you will ensure the area is maintained and secured even with shared use.
Example: We will take responsibility for the area and will ensure the area is maintained regardless if the conditions were caused by our staff or not.

Describe how you will manage trash/organic waste inside your food facility during daily operations.
Example: We will take out our trash/organic waste regularly. Bins will be cleaned daily.

TRAINING/LICENSING	INITIALS
I have attached a copy of my staff training plan that will be provided to all employees upon hire and annually. The training includes pest prevention practices, the restaurant's pest control procedures, and the employee's individual responsibilities in maintaining a vermin-free environment.	

LICENSED PEST CONTROL	INITIALS
I have attached a copy of the current contract with a licensed pest control company. The copy includes a sample of a detailed site visit receipt. The receipts will be kept at the food facility.	

RECORD KEEPING	INITIALS
I have attached a copy of the log that will be used to record the dates and times of self-closure events related to vermin activity and the dates of all site visits by licensed pest control including a description of the exclusion or treatment measures that were performed.	

FACILITY LAYOUT RISK ASSESSMENT	INITIALS
I have attached a copy of the facility's layout and surrounding environment and have labeled the areas that pose a risk for vermin entry or harborage.	

MANDATORY FACILITY CLOSURE CONDITIONS	INITIALS
The food facility **must self-close** if any of the conditions listed below exist.	

YOUR FOOD FACILITY MUST CLOSE IF ANY OF THE FOLLOWING CONDITIONS ARE PRESENT:

Evidence of vermin infestation in food preparation or open utensil storage areas:

- Live or dead vermin bodies
- Droppings or fecal spotting
- Gnaw marks on food products
- Signs of nesting activity
- Rub marks
- Housefly activity - houseflies land on open food or food contact surfaces

Environmental conditions that could lead to increased vermin activity:

- Trash pick up delay
- Overflowing trash from a nearby property
- Wind or rain that could cause food contact surfaces to be contaminated

ACKNOWLEDGMENT

I understand and agree that any changes to my integrated pest management and food safety risk plan will require prior approval from EHS. I also understand that the approval to operate my food facility without a full enclosure is based upon my adherence to the California Retail Food Code, and all information provided in this document. Failure to operate in accordance with this plan may result in permit suspension and/or the repeal of approval to operate without full enclosure. It is my responsibility to obtain approvals or licenses from all other applicable agencies, cities, or landlord(s) prior to operation without full enclosure. I understand and hereby consent that any information I provide on this plan is to be considered a public record subject to disclosure under the California Public Records Act.

Payments cannot be made to or accepted by inspectors. Payments must be made in person at the Environmental Health Services office, by mail, by phone at (650) 372-6200, or online through the MyEHS Portal.

Signature: _____ Date: _____

Print Name: _____ Title: _____

OFFICE USE ONLY

Reviewer: _____ Date of Approval: _____