

# Food Safety Requirements

Dear Food Service Professional:

You, as the Chicago Food Service Sanitation certificate holder in your food establishment, are responsible for adhering to all applicable standards and requirements. If your establishment is not in compliance, violations and / or citations may be incurred during inspections. To help you comply, **AAFS** calls to your attention information, terms and items which you must know and with which you must comply.

## FOOD SAFETY TRAINING--CERTIFICATES

- **Chicago Food Service Sanitation Manager Certificate:** The person in charge must demonstrate food safety knowledge by having a Chicago Food Service Sanitation Manager certificate. A certificate holder must be present on the premises at all times when time / temperature sensitive foods are being prepared, held for service or served. The certificate itself must be posted in a conspicuous location within the food establishment. **AAFS** offers this manager certification, which is good for five (5) years, in online and in the classroom.
- **Food Allergen Awareness Certificate:** In a Category I (One) restaurant, the City of Chicago and State of Illinois also require the person in charge to earn an ANSI / CFP accredited allergen awareness certificate. This certificate, which is good for three (3) years, **must be kept at the food establishment for the health department inspector.** Enforcement of this requirement began July 1, 2018 and is ongoing. AAFS does not offer this instruction but it is easily obtained online.

## FOOD SAFETY—DEFINITIONS

- **Food Allergens:** All food packaged in a location that has milk eggs, fish, tree nuts, wheat, peanuts or soybeans must be labeled as such.
- **TCS foods:** TCS stands for Time and Temperature Control for Safety. TCS foods must be kept safe with time and temperature control
- **Hot and cold holding temperatures:** Hot TCS foods are to be held at 135°F or hotter; Cold TCS foods are to be held a 41° or colder.

## FOOD SAFETY – WRITTEN DOCUMENTS

- **Cleaning Procedures:** All food service establishments must develop a written procedure for cleaning after a patron or employee experiences vomiting and/or diarrhea. Food establishments must provide a “clean-up kit” which contains items listed in their written procedures.
- **Health Policy:** All food service establishments must (1) develop a written health policy; (2) train employees on the health policy; and (3) keep a record that employees have been trained on the policy. This does not apply to establishments that sell only pre-packaged foods.
- **Summary Report:** A summary report must be posted in view of all customers. While this is not a new requirement, it is worthy of repeating because its omission is now designated as a “priority foundation violation”.
- **Pest Control Log Book:** The log book must contain (1) the name and certification number of the pest control company; (2) the name and license number of the pest control technician; (3) a record of each visit that includes the visit date, location of traps (if applicable), the brand name and percent (%) of active ingredient in any pesticide used; and (4) any deficiencies identified. The log book must be available for examination by the health inspector.

Thank you and I hope this information is helpful!

Sincerely,  
*Mary Chan Troken*  
Founder & CEO  
AAFS

