



HARRISON COUNTY HEALTH DEPARTMENT

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Office hours: Monday – Friday, 8:00 AM – 4:30 PM

May I manufacture food in my home kitchen?

Both the Wholesale Food Establishment Sanitation Requirements and the Retail Food Establishment Sanitation Requirements prohibit the sale of foods that are manufactured or processed in the home kitchen. Therefore, food you plan to market must be prepared or manufactured in a kitchen or facility separate from your domestic living quarters. The separate facility must also be inspected by the State Health Department or local health department. (Note: a new law that went into effect in 2009 allows home based vendors to prepare certain non-potentially hazardous foods in their home kitchens for sale at *farmer's markets and roadside stands only*. Home based vendor's foods may not be sold any other places. See the [Home Based Vendor brochure](#) for more information.)

A separate kitchen or facility that does not open to any living or sleeping quarters may be built in the basement with an entrance leading directly to the outside. A converted garage or building not being used for another purpose may also be acceptable. Building codes and zoning laws must also be adhered to. It is best to contact your local health department to determine if your particular home design is acceptable.

What is an approved kitchen?

An approved kitchen is a facility that is inspected by either the State Health Department or local health department and adheres to the retail or wholesale food code, whatever your particular case may be.

The Indiana Retail Food Code requires that plans for new construction be submitted to the local health department. If you have existing facilities, contact the health department and ask someone to come take a look. There is a Plan Review Questionnaire (9 pages) that must be filled out and submitted to the local health department as well. It is available on the website; click on “New Food Businesses – Plan Submission”

A short checklist (please note that this is not a complete listing – check the food code (Title 410 IAC 7-24) for more specifics)

- Food prepared in a private home may **not** be offered for human consumption in a retail food establishment **unless** all applicable items in the food code are met.
- Food must come from approved sources.
- Must have adequate water / water pressure / hot water / sewage systems.
- Floors, walls, ceilings, and other surfaces must be smooth, easily cleanable, non-absorbent and light-colored.
- Must have adequate equipment for hot and/or cold holding.

- ☑ Must have a 3-compartment sink, a separate handwashing sink, and a mop/service sink.
- ☑ Water for handwashing must reach at least 100° F.
- ☑ Water for manual dishwashing must reach at least 110° F.
- ☑ Bulk foods that have been repackaged must be properly labeled with: 1) what it is, 2) the list of ingredients, 3) the weight in English and metric, and 4) the manufacturer.
- ☑ You must have a restroom for employee's use.
- ☑ Doors to the outside and restroom doors must be self-closing and be kept closed (except when being used).
- ☑ All refrigerators and freezers must have properly working thermometers inside that are easily observable. Proper temperatures ($\leq 0^{\circ}\text{F}$ for freezers and $\leq 41^{\circ}\text{F}$ for refrigerators) must be maintained.
- ☑ Lights above food prep and storage areas must be shielded against breakage.
- ☑ Food and single-service articles must be stored at least 6" above the floor to avoid contamination by mop water, etc.
- ☑ All food employees must be free from infection or illness that is transmissible by food and shall practice excellent handwashing and hygiene.
- ☑ Food employees may not touch ready-to-eat food with bare hands. Gloves, deli paper, utensils, etc., must be used.
- ☑ If undercooked meat and/or eggs are sold, there must be a printed consumer advisory.
- ☑ Proper hair restraints must be used by all food prep employees.

If you have further questions, feel free to give me a call at (812) 738-3237 during office hours.

Sincerely,



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Environmental Health Specialist