



For the 2018 Food & Nutrition Conference & Expo™, there is NO REQUIREMENT by the District of Columbia Department of Public Health that any exhibitor hold a permit if they are sampling food and/or beverage product at the Academy of Nutrition and Dietetics' (Academy) Food & Nutrition Conference & Expo™ (FNCE®).

Even though no permit is necessary for compliance at FNCE®, the Academy and the District of Columbia have outlined guidelines for food handling and sanitation, if exhibitors are sampling food and/or beverage products. Show Management asks for your assistance in following these guidelines to ensure that the FNCE® Expo is a safe environment for exhibitors and attendees alike.

APPROVED SOURCE

All foods must be purchased from an approved source and prepared in a food facility. Foods stored, handled or prepared at home are never allowed within the FNCE® Expo. This includes foods canned, jarred or processed at home.

HOLDING TEMPERATURES FOR POTENTIALLY HAZARDOUS FOODS

Potentially hazardous foods (PHF) consist of animal products including milk products, eggs, meat, poultry, fish or shellfish, cooked vegetables, soups, potato salad, cut melon, cream pies, etc.

- Proper holding temperatures require cold foods to be kept at 40°F or less, and hot foods should be kept at 135°F or above.
- Hot PHF held at 135°F or above should be discarded at the end of the operating day.

EQUIPMENT

- Provide adequate cold and hot holding equipment to ensure proper temperatures are maintained during transportation to the event, storage, and during operation at the event. You must have enough space to properly store food items.
- The equipment must be situated in a manner to prevent food contamination.
- Culinary demonstrations held within contracted booth spaces can only have electric burners. No open flames are allowed.
- A fire extinguisher (2a:10bc) with up to date service tag is required for cooking and/or warming in any booth

ICE

Ice used for refrigeration purposes cannot be used for consumption in food or beverages.

STORAGE OF FOOD, UTENSILS AND RELATED ITEMS

- Store all foods and utensils at least 6 inches off the ground.
- During periods of operation, supplies and Non-Potentially Hazardous Foods in unopened containers may be stored adjacent to or in unopened containers in an approved nearby temporary storage unit. (An

“unopened container” means a factory sealed container that has not been previously opened and that is suitably constructed to be resistant to contamination from moisture, dust, insects, and rodents.)

- When not in operation, food must be stored within a fully enclosed food facility or in approved food compartments where the food is protected at all times from contamination, exposure to the elements, rodents and other vermin, and temperature abuse.

CLEANING & SERVICING

If samples are being distributed each day of the Expo, the booth space and/or sampled area must be adequately cleaned and serviced at the end of each day or between culinary demonstrations.

CONDIMENTS

Condiment containers (ketchup, mustard, onions, relish) shall be a pump type, squeeze container, or have covers/lids to protect the contents. Single service (pc) packets are recommended.

FOOD HANDLING & DEMONSTRATION OF KNOWLEDGE

- Safe food handling methods must be followed at all times.
- Avoid unnecessary direct handling of food, and use utensils whenever possible.
- Eating should not be allowed inside a food preparation booth. A food employee may drink from a closed beverage container with a straw if the container is handled to prevent contamination of the employee’s hands, the container, open food, and food contact surfaces.
- Employing a food handler who has a current food handler certificate or food handler test within the last three years **or**
- Have an owner or a **PERSON IN CHARGE** who can demonstrate that he or she has an adequate knowledge of food safety principles as they relate to the specific food facility operation and the food handler is able to demonstrate adequate knowledge of food safety principles related to the operation of the temporary food facility.

SANITATION

- All food and beverage should be placed away from the line of the customer or protected by a sneeze guard or other adequate food covering.
- Smoking inside the booth is prohibited.
- Food handlers should wear clean clothing, adequate hair restraint (caps or hairnets), and should keep their hands clean at all times.
- Food handlers should avoid direct contact with food, and should instead use scoops, tongs, or disposable gloves.
- Food handlers should wash hands each time they leave the stand, after taking breaks, or using toilet facilities.
- Each food or beverage sampler should have hand sanitizer for each food handler who is distributing samples from an exhibit booth.
- Customer self-service of unwrapped or unpackageged foods is prohibited, except if protected by approved sneeze guard or is served from hinged, covered chafing dishes.

- All food, beverage and utensils should be protected all times from unnecessary handling and shall be stored, displayed and serviced so as to be protected from contamination by dirt, dust, insects, or customers.

PORTION SIZES & DISTRIBUTION

- Only food and beverage manufacturers may serve sample sizes according to the official FNCE® 2018 Sample Authorization form. Sampling Authorization forms can be found in the Exhibitor Service Kit and must be completed and submitted to Centerplate/NBSE and Show Management.
- If sampling items that are not the product of the exhibiting company or compliment an exhibitors' product, this must be purchased through Centerplate/NBSE, the exclusive caterer for the Walter E Washington CC. Forms are available in the Exhibitor Service Kit.
- No food samples should be given to contracted labor in the form of tips or too any employee or partner of the Walter E Washington CC.

PLEASE NOTE THAT CENTERPLATE/NBSE CHEFS AND MANAGEMENT CAN AND WILL VERIFY THROUGHOUT THE SHOW THAT ALL OF THE ABOVE DIRECTIVES ARE FOLLOWED. CENTERPLATE/NBSE HAS THE FINAL JURISDICTION ON THESE MATTERS AND WILL WORK WITH SHOW MANAGEMENT TO HANDLE ANY INCIDENTS OF NON COMPLIANCE.