



DEPARTMENT OF PUBLIC HEALTH
CITY OF CHICAGO

September 28, 2022

Dear Student,

Your instructor is making this available to you to inform you of food safety and other requirements unique to the City of Chicago. Because your instructor uses a national curriculum and exam, these unique requirements are not taught to you, nor are you tested on them. However, as the person in charge with the City of Chicago Food Service Sanitation Certificate, you will be required to comply with these requirements at the food establishment. If the food establishment is not in compliance, the food establishment may receive citations during the inspection. Here is a list of those major items:

WRITTEN DOCUMENTS OR OTHER REQUIREMENTS

- **Cleaning procedures:** All food establishments must develop a written procedure for cleaning after a patron or employee experiences vomiting and/or diarrhea to prevent the spread of diseases. Food establishments must provide the necessary “clean-up kit” which contains the items listed in their written procedure.
- **Health Policy:** All food service establishments must (1) develop a written health policy; (2) train employees on the health policy; and (3) keep record that the employees have been trained on the health policy. This requirement does not apply to food establishments that only sell pre-packaged foods.
- **Pest Control Logbook:** The logbook must contain the following information: name of the pest control company and license number, name of pest control technician and license number, and a record for each visit to include the date of the visit, the location of traps (if applicable), any pesticide used (including brand name and percent active ingredient), and all deficiencies identified along with recommended corrective actions. The logbook shall be available for inspection by the health inspector.
- **Commercial Dumpster:** All licensed retail food establishments and establishments with a liquor license shall have at least one commercial dumpster with commercial refuse removal.
- **Water temperature at handwashing sink(s):** A handwashing sink shall be equipped to provide water at a temperature of at least 100°F, with a maximum hot water temperature of 120°F through a mixing valve or combination faucet.
- **Summary Report:** The summary report with the results of the inspection findings is to be posted in view of all customers. This violation is designated as a priority foundation violation.
- **Clean Indoor Air Ordinance:** Each food establishment shall have posted at every entrance a conspicuous sign clearly stating that smoking is prohibited. Ashtrays are not allowed to be on premises. Establishments in violation of the Clean Indoor Ordinance shall be issued a citation.



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- **Healthy Beverage in Children’s Meals:** Restaurants that serve a packaged “children’s meal” are to offer one of the following default beverages as the default beverage with that meal: still, sparkling or flavored water with no added natural or artificial sweeteners; 100% fruit or vegetable juice with no added sweeteners, up to 8 ounces; or skim or 1% dairy milk, up to 130 calories per container or serving (including chocolate milk and nondairy milk alternatives with no added natural or artificial sweeteners). Other beverages can be served at the request of the customer.

FOOD SAFETY TRAINING

- **Food Safety Knowledge:** The Person In Charge (PIC) must demonstrate food safety knowledge by having a City of Chicago Food Service Sanitation Certificate. The PIC must be present on the premises at all times that time/temperature control for safety (TCS) food is being prepared, held for service, or served. The City of Chicago Food Service Sanitation Certificate is to be posted conspicuously in the food establishment. A food establishment that only sells pre-packaged foods is required to have a PIC, but the PIC is not required to have City of Chicago Food Service Sanitation Certificate.
- **Food Handlers:** All food handlers that do not have a City of Chicago Food Service Sanitation Certificate shall complete an American National Standards Institute (ANSI) or Illinois Department of Public Health approved food handler training program. Proof that a food handler has been trained must be available upon request.

ALLERGEN INFORMATION

- **Allergen Training:** In a Category I restaurant, the person who has the City of Chicago Food Sanitation Service Sanitation Certificate must also have completed an additional allergen training using an approved allergen awareness training program.
- **Allergy Awareness Signage:** All restaurants are required to provide signage indicating to consumers that any information regarding food allergies must be communicated to an employee of the restaurant. Then, that employee shall communicate that food allergy to the PIC on duty.
- **Food Allergens:** All food packaged in a location that has milk, eggs, fish, tree nuts, what, peanuts, or soybeans must be labeled as such.

For additional information visit <https://chicago.gov/cdph> , under the section Health Inspections.

This list is subject to change. If you have any questions, please contact Ms. Plunkett at 773-602-5283.

Sincerely,

Virginia Castañeda, MBA/MPH, LEHP
Manager of Food Protection Services