



REQUIREMENTS FOR FOOD SERVED AT HOTELS, MOTELS, AND INNS

Over the years, many Hotels, Motels, and Inns have started to provide a variety of breakfast foods for the convenience of their guests. These can range from some limited pre-packaged food items and coffee to full service restaurant style operations. The food service can be categorized into three main types of operations: “Limited Continental Breakfast”, “Expanded Continental Breakfast”, and “Full”.

Following is a simplified explanation of the requirements for each type of operation. Please keep in mind that ALL of these types of food operations require an annually renewable **Operational Permit** from the Riverside County Department of Environmental Health; and if any re-modeling or new construction is planned, you must contact the Department before any work is started. Plan submittal and an additional fee may be required.

Food service may be set up outdoors for Category 1 or Category 2 operations, provided that it has been approved by the Department in writing, and is done in a manner to provide adequate protection of the food.

If you feel that your operations may fall outside of this guidance or if you have any other questions related to food service from a facility of these types please contact us at 888-722-4234 and speak to the area office nearest to your location.

Category 1: Limited Continental Breakfast Including 100% Pre-Packaged

These facilities are small Hotel/Motel/Inn operations that have 20 rooms or fewer and no approved kitchen. No preparation of open foods (except for brewing coffee and tea) is allowed and food service is limited to 100% prepackaged food items with a few noted exceptions. Opening and handling of prepackaged food items is restricted to customer only. All utensils shall be single service and disposable; unless the facility has approved dishwashing and utensil storage.

A) Foods Allowed:

- Prepackaged drinks (ex. milk, soda, tea, etc...)
- Individual tea packets, honey dispenser and hot water
- Prepackaged, single service oatmeal packets and hot water
- Prepackaged cereals

- Whole, uncut fruit
- Prepackaged snacks (ex. cookies, granola bars, biscotti, etc...)
- Prepackaged condiments (ex. peanut butter, jam, jelly, syrup, honey, etc...)
- Prepackaged fruits (ex. boxed raisins, fruit cups, dried fruits. etc...)
- Unpackaged coffee with prepackaged condiments
- Cream or milk for coffee if kept below 41°F.
- Non-potentially hazardous, prepackaged bakery items (ex. donuts, muffins, bagels, or pastries). No cream cheese or meat filled items.
- Prepackaged potentially hazardous foods (ex. milk, cream cheese, butter, yogurt, fruit cups with melon, butter, cottage cheese, pudding, etc...)

B) Food Storage Requirements:

- All potentially hazardous foods must be kept in a refrigeration unit capable of holding food at or below 41°F. Only foods used for service to customers may be stored in the refrigeration unit.
- Certain potentially hazardous foods may be stored in an outdoor refrigerator until the end of service. After service hours, the food must be removed and stored in an indoor refrigerator. Non-potentially hazardous pre-packaged beverages (ex. cans of soda or tea) may be left in the outdoor refrigerator. All refrigerator units used in an outdoor setting must be commercial.
- Non-potentially hazardous pre-packaged foods may be displayed outdoors (ex. muffins, bread, donuts, pastries, etc...).
- Non-potentially hazardous foods and drinks may be stored on/in ice.
- The storage of pre-packaged potentially hazardous foods on/in ice is allowed under the following conditions. Potentially hazardous foods cannot be stored on/in ice longer than 4 hours. If unused after 4 hours, these potentially hazardous foods must be discarded without exception.
- All dry food storage must be in an area used only for customer food.
- Prepackaged drinks on ice by the pool or patio are allowed. No glass bottles are allowed in or around pool and pool deck areas.

C) Utensils, Equipment and Other Requirements:

- A refrigerator capable of maintaining food at 41°F or below. Operations can continue to use domestic refrigeration units indoors, as long as they can consistently hold food at or below 41°F. All refrigeration units used in an outdoor setting must be commercial. If refrigeration is maintained outdoors all potentially hazardous foods must be removed after service hours and placed in the indoor refrigeration unit.
- Restroom and janitorial areas must be provided nearby.
- A storage area must be designated for customer food, utensils and food equipment. The items in this area can not be commingled with non-customer items. All floor, wall and shelf surfaces in the storage area must be smooth, easily-cleanable, durable, and approved by the Department.
- An adequately sized water heater is required.
- Food worker cards and Food Manager's certificate are not required, but recommended.

- Single service (disposable) utensils only for customer use or multi-use utensils if an approved dishwasher capable of washing, rinsing, and sanitizing utensils is available. A residential dishwasher may be acceptable, depending on the volume of dishwashing to be done. In some cases a commercial dishwasher or three compartment sink will be required. **NOTE:** An approved dishwasher must be capable of providing heat to the utensils at a minimum of 160°F. If this is not possible, a commercial dishwasher or a three compartment sink with basins large enough for the largest utensils must be provided.
- Microwave for heating of non-potentially hazardous foods. Microwave use and storage shall be done inside a building, not out of doors.
- Toaster allowed outdoors for customer self service only.
- Outdoor vending machines with proper overhead protection may be used for dispensing prepackaged food items.

Category 2: Expanded Continental Breakfast

These facilities are small Hotel/Motel/Inn operations that have 20 rooms or fewer. They may serve their customers an expanded breakfast and light snacks. Their kitchens are similar to what you would find in a home. The food equipment is very limited; and non-commercial equipment may be acceptable if approved by the Department. These are not “Bed and Breakfast Operations”.

A) Foods Allowed:

- Prepackaged drinks (ex. milk, soda, tea, etc...)
- Individual tea packets, honey dispenser and hot water
- Prepackaged single service oatmeal packets and hot water
- Prepackaged cereals
- Whole, uncut fruit or sliced fruit. **Expanded from Category 1**
- Prepackaged snacks (ex. cookies, granola bars, biscotti, etc...)
- Prepackaged or non-prepackaged condiments (ex. peanut butter, jam, jelly, syrup, honey, etc...) **Expanded from Category 1**
- Prepackaged fruits (ex. boxed raisins, fruit cups, dried fruit, etc...)
- Unpackaged coffee with prepackaged condiments
- Cream or milk for coffee if kept below 41°F.
- Non-potentially hazardous, unpackaged bakery items (ex. donuts, muffins, cookies, bagels, etc...) (no cream cheese or meat filled items). Must be properly dispensed in self-service, covered containers and produced by an approved source. **Expanded from Category 1**
- Prepackaged potentially hazardous foods (ex. milk, cream cheese, butter, yogurt, fruit cups with melon, butter, cottage cheese, pudding, etc...)
- Bulk dispensed cereals in approved devices and locations. **New for Category 2**
- Batter for waffles and pancakes; or packaged, frozen waffles, pancakes and French toast. **New for Category 2**
- Hard Boiled eggs, whole in shell. Eggs shells must be completely intact with no signs of cracks or missing sections. **New for Category 2**

B) Food Storage Requirements:

- All potentially hazardous foods must be kept in a refrigeration unit capable of holding food at or below 41°F. Only foods used for service to customers may be stored in the refrigeration unit.
- All unpackaged foods must be protected from contamination (ex. containers with self-closing lids or sneeze guards).
- Foods may be displayed outdoors if adequately protected (ex. inside containers with self-closing lids).
- Non-potentially hazardous foods and drinks may be stored on/in ice.
- The storage of potentially hazardous foods on/in ice is allowed under the following conditions. Potentially hazardous foods cannot be stored on/in ice longer than 4 hours. If unused after 4 hours, these potentially hazardous foods must be discarded without exception.
- All dry food storage must be in an area used only for customer food.
- Prepackaged drinks on ice by the pool or patio are allowed. No glass bottles are allowed in or around pool and pool deck areas.
- Unpackaged condiments for coffee and tea (open milk or cream is allowed) if kept in refrigeration below 41°F.
- Bulk milk (kept below 41°F) and juice in approved pitchers or dispensing machines.
- Batter for pancakes and waffles must be pre-portioned and kept at or below 41°F in an approved refrigeration unit until used
- All potentially hazardous food must be stored inside the facility in an approved area. Certain pre-packaged non-potentially hazardous beverages (ex. cans of soda or tea) may be stored in a refrigerator located outdoors.

C) Equipment Allowed/Required:

- A refrigerator capable of maintaining food at 41°F or below. Operations can continue to use domestic refrigeration units indoors, as long as they can consistently hold food at or below 41°F. All refrigeration units used in an outdoor setting must be commercial. If refrigeration is maintained outdoors all potentially hazardous foods must be removed after service hours and placed in the indoor refrigeration unit.
- An adequately sized water heater is required.
- A dedicated hand wash sink with liquid soap and paper towels in the kitchen area is mandatory. This may be accomplished with a residential style, two compartment sink in the kitchen if can be dedicated for this function.
- Non-commercial waffle irons or toasters are allowed. The waffle batter will need to be pre-portioned for individual service (no open preparation in service area), and both the waffle iron and batter shall have proper sneeze guard protection.
- Microwave may be used for heating of non-potentially hazardous foods.
- Toaster allowed outdoors for customer self service only.
- Outdoor vending machines with proper overhead protection may be used for dispensing prepackaged food items.

- If the operation is handling open potentially hazardous foods (ex. pancake batter, waffle batter, sliced melon), then an approved food preparation area must be provided.
- Single service (disposable) utensils only for customers use or multi-use utensils if an approved dishwasher is available.
- A dishwasher capable of washing, rinsing, and sanitizing utensils is required with any open food items and/or multiuse utensils. A residential dishwasher may be acceptable, depending on the volume of dishwashing to be done. In some cases a commercial dishwasher or three compartment will be required. **NOTE:** An approved dishwasher must be capable of providing heat to the utensils at a minimum of 160°F. If this is not possible, a commercial dishwasher or a three compartment sink with basins large enough for the largest utensils must be provided.

D) Building Requirements:

- Restroom and janitorial areas must be provided nearby.
- Adequate storage for food, utensils and equipment is required and will be sized according to the amount of food and equipment. This area must be solely used for the storage of customer items.
- Floor, wall and shelf finishes must be smooth, easily-cleanable, durable, and approved by the Department.
- Separation of Living Quarters – Doors or other openings are permitted in a partition that separates the kitchen, dining area, and food storage area from the living or sleeping quarters. This partition must be permanent and must segregate the food preparation and food storage areas from the sleeping or living quarters.
- No live animal or fowl shall be kept or allowed in any portion of the premises where food for the registered guest of the establishment is used, stored, served, offered for sale, or given away. Aquariums and aviaries shall only be allowed if enclosed so as not to create a public health problem.

E) Food Preparation:

- Sanitary food preparation surfaces must be available and are of a type approved by the Department
- Potentially hazardous foods must be adequately protected from potential contamination during preparation. Potentially hazardous foods displayed from a buffet shall be located indoors or served directly to the customer. Outside food service displays may be allowed but will be evaluated on a case-by-case basis, taking into account locations, equipment, types of displays, environmental, and safety factors. Foods will be limited to only those foods listed in this guidance document, must be maintained at 41 degrees F or below, and protected from contamination. (Sneeze guard, lids, etc.) All unpackaged foods on an outdoor display may be kept there no longer than 4 hours, and any leftovers must be disposed of at the end of the services hours.
- Foods requiring *only* limited preparation, as listed in “Foods Allowed”.

G) Employee Certifications:

- Food worker cards will be required for any employees engaged in food preparation or utensil washing. The cards can be obtained at the local Department office.
- Food Manager's Certificate will be required for at least one person at the site.

Category 3: Full Kitchen/Numerous Meals

These are Hotel/Motel facilities with 21 rooms or more. They may serve their guests more than breakfast and a light snack. They may also serve meals to customers who are not staying at their facility. Operations like this fall into the same category as a "restaurant", and must meet all of the applicable construction and operational standards as set forth by California Health and Safety Code and Riverside County Ordinances. Three sets of plans must be submitted to this Department for evaluation. All approvals and permits must be obtained prior to beginning your operation.

If you have any questions please contact our Department at 888-722-4234.

*Document available in an alternate format upon request