



# CITY OF MARLBOROUGH

## BOARD OF HEALTH

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## Requirements for Outdoor Grill or BBQ Events

### Health Department Policies

- Prior to having outdoor grilling events an SOP and specification sheets of equipment must be submitted to the Board of Health.
- Board of Health approval is required prior to operating outdoor events.

### Application and Documentation

- Establishment must have a valid food permit from the Marlborough Board of Health.
- A Standard Operating Procedure (SOP) must be created to outline the method of food preparation and food safety.
- The SOP must be written clearly, include all items listed in this document, and be implemented by all employees.

### Grill Unit Requirements

- Unit must be in good condition and equipment must be maintained in good repair.
- Unit must be certified commercial grade, promote a professional appearance, and must be constructed from approved materials.
- A handwashing sink must be provided, along with having soap and paper towels.
- Waste water from the hand sink must be collected and discarded after event.
- If setting up a tent over the grill, it must be fire resistant.
- Location of grill during the event must be noted in SOP.
- Location of storage of any propane tanks must be noted in SOP.

### Employee Requirements

- One staff member in a supervisory role must have their Food Protection Manager Certification and Allergy Awareness Certificate.
- Employees must maintain good personal hygiene, proper hair restraints, and clean clothing.

### Sanitation and Food Protection

- All food must be obtained from an approved source.
- All food must be cooked to proper temperatures or a complete consumer advisory is required.
- Raw foods must be kept in separate containers from cooked foods and each container must be properly labeled as “Raw” or “Cooked” – this also applies to cooking equipment (i.e., tongs).
- Containers must have tight-fitting lids to protect food during transportation to and from kitchen.

- Food must be protected from environmental contaminants (ie: insects, dust, dirt, rain, snow, coughing, sneezing, etc.).
- Thermometers must be sanitized before and after taking temperatures.
- A sanitizer bucket must be set up at all times. Test strips must be available for measuring concentration.
- Utensils must be stored in clean, dry containers.
- All equipment food contact surfaces and utensils must be routinely washed, rinsed, and sanitized inside of the establishment.
- All food must be held at the proper cold holding temperatures of 41°F or the proper hot holding temperature of 135°F and above.
- At the end of the event, all food that was out for service must be discarded.

### **Disposal and Safety Requirements**

- Grease from unit must be properly disposed.
- Unit must be locked or gated when not attended.
- Food that is ready to be cooked and stored outside cannot be left unattended.
- Food cooked on the unit may only be served or sold at the permitted facility.
- Propane tanks must be removed from the grill after the event and stored outside.

### **Recommendations**

- Provide a fire extinguisher and first aid kit in case of emergencies.