

# Poutine Fest

2020

## FOOD VENDOR APPLICATION FORM



**Timmins Rock Poutine Fest  
2020 FOOD VENDOR APPLICATION FORM**

Name of Organization/Restaurant/Business:		
Contact Name:	Telephone:	
Mailing Address:	City/Prov:	Postal Code:
Email:	Web Site:	
Fax:	Cell#:	
Set-up June 5th	Event Dates June 6 <sup>th</sup> and 7th	
<p>The Timmins Rock has the right to refuse a Food Vendor from participating in the event when vendor does not comply with all guidelines, does not satisfy the variety in menu required by the event lead, or is proposing to sell items that are already deemed in abundance.</p>		
Location of Event	Event Dates and Time	
<p>Mountjoy Historical Conservation Area 600 Riverside Drive, Timmins, Ontario</p> <p>Cost: \$750 for hydro spot (12 spots max, first with forms and payment secure spot) \$500 for non-hydro spot All spots at 10 x 10</p> <p><b>Payments Made to : Timmins Rock Junior A Hockey Club</b> <b>After May 6<sup>th</sup>, no refunds will be granted.</b></p>	<p>Saturday June 6 12pm-11pm</p> <p>Sunday June 7<sup>th</sup> 12pm-5pm</p>	
<b>Set Up Times</b>		
<p><b>All food stations must be operational by 11:45 p.m. on event days.</b></p> <p>Cooking equipment must be compliant with the Porcupine Health Unit specifications (attached) as well as TSSA (attached)</p> <p>Failure to comply with all rules and requirements could result in the shutdown of your booth.</p>		
<b>GUIDELINES</b>		
<ul style="list-style-type: none"> <li>All applications must be accompanied with menu and payment of \$750 for hydro or \$500 without. <b>Deadline to apply May 29 2020 4pm. Please not there are only 12 spots for hydro, those who have forms in and payment will have spot secured.</b></li> <li><b>Exclusivity not guaranteed.</b> Timmins Rock will review all applications at which time you will be notified of your eligibility to participate.</li> <li>Once menu is approved, no changes can be made without approval.</li> <li>Must be in compliance with City of Timmins Insurance Policy (\$5million dollar liability insurance naming the Corporation of the City of Timmins, and the Mountjoy Historical Conservation Area and The Timmins Rock Junior A Team co-insured)             <ul style="list-style-type: none"> <li><b>Must be turnkey (no power or water will be supplied)- please note this is for those spots that do not purchase the power sports</b></li> </ul> </li> </ul>		
<b>FOOD VENDOR INFORMATION FORM</b>		

Porcupine Health Unit
<ul style="list-style-type: none"> <li>• All exhibitors must be in compliance with all health regulations as provided by the Porcupine Health Unit (Package attached).</li> <li>• All exhibitors must be in compliance with all health regulations as provided by TSSA (Package attached)</li> </ul>
Vendor Staff
N.B. – This is a non-gated/no admission event. Therefore the vendor may have as many staff as required.

FOOD VENDOR CONTRACT
Fire Marshall/Department Requirements
<p><b>No flammable compressed gas source (i.e. propane) is permitted under a tent to cook at any time.</b></p> <ul style="list-style-type: none"> <li>• If a vendor wants to cook inside their tent they can use electric fryers, electric plates/warmers, etc. Exception: Little candle flames (sternos) one would see as a food warmer at a banquet hall. (Fire inspector discretion).</li> <li>• All cooking with a flammable compressed gas must occur a minimum of 10 feet away from any tent. <ul style="list-style-type: none"> <li>• There must be a minimum of one 2 x 10 pound ABC fire extinguishers at each vendor location. Where BBQs are used, a minimum of one 2 x 10 pound ABC fire extinguishers will be available at the BBQ cooking area, and 1 in the vendor area).</li> </ul> </li> <li>• The extinguishers must also have a current year inspection tag on them. Fire extinguishers that have not been inspected in the calendar current year are not acceptable.</li> <li>• All spare propane cylinders must be secured in an upright position at all times and must be kept in a secured area away from all public access.</li> <li>• Cooking area must be secured from all public access.</li> </ul> <p>- Please note that the Fire Department and the Electrical Safety Authority may inspect the set-up prior to operation or during operation.</p>
Other Requirements
<ul style="list-style-type: none"> <li>• Participants must supply their own cooking equipment. Please list all equipment on the Equipment form.</li> <li>• Participants must supply own cooler or fridge, with lid to maintain cold foods at proper temperature.</li> <li>• Grey water disposal is the responsibility of the vendor and must comply with the Porcupine Health Unit regulations.</li> <li>• Participants must supply their own workers and or volunteers.</li> <li>• Participants are responsible for the cleanup of their booth and its perimeter at all times. This includes supplying the required garbage bags, broom, etc.</li> <li>• Mobile Food Service Equipment owners/operators must comply with the Technical Standards and Safety Act 2000 (TSSA). For further compliance standards and requirements please visit <a href="http://www.tssa.org">www.tssa.org</a>.</li> <li>• The City of Timmins believes in accessibility for all people under the Accessibility for Ontarians with Disabilities Act, 2005 (the AODA). Under this Act it is mandatory for complete compliance in meeting all requirements and providing Accessible Customer Service.</li> <li>• To find out specific requirements under the standard and how to meet them, we invite you to visit</li> </ul>

### Insurance

We require proof of insurance for all Food Vendors. A certificate of insurance adding City of Timmins, and the Mountjoy Historical Conservation Area and The Timmins Rock Junior A Team co-insured on your policy must be submitted to the event host prior to set up.

A COPY OF THE CERTIFICATE OF INSURANCE IS REQUIRED PRIOR TO SET-UP.

All Food Vendors must have a minimum of \$5,000,000 liability insurance. It is also recommended that you have fire & theft insurance as well.

**Note: \$5,000,000 minimum liability coverage is required**

THE VENDOR APPLICANT AGREES TO THE FOLLOWING:

To indemnify and save harmless the City of Timmins, and the Mountjoy Historical Conservation Area and The Timmins Rock Junior A Team their servants and agents, from and against all loss, costs, actions, charges or damages which it may suffer or be put to and from and against all claims or actions which may be made or brought against them, arising from the Poutine Fest Event or from any non-compliance with or violation of the terms of this agreement and all schedules to it.

This will confirm that I have read, understand and accept the terms and conditions as outlined, pages 1 through 8 inclusively of the "FOOD VENDOR APPLICATION FORM"

Exhibitor or Organization	Date
Timmins Rock Representative	Date

### FOOD CONTRACT:

**Participating organization/ group/business name:** \_\_\_\_\_

List items you wish to sell in order of preference

All prices must be in dollar increments.

### FOOD & BEVERAGE ITEMS

1

2

3

4

<b>ALL FOOD CONTRACTS MUST BE SUBMITTED AT TIME OF REGISTRATION DEADLINE</b> Poutine Fest aims to ensure a variety of food items are offered but doesn't guarantee exclusivity of any particular items.	
Will food be prepared at site?	
If no, where will food be prepared:	
Signature:	Date:
Print Name:	Contact #:
<b>THIS FORM WILL BE SUBMITTED TO THE PORCUPINE HEALTH UNIT          ALONG WITH THE PHU FORM ATTACHED WHICH YOU ARE TO COMPLETE.</b>	

<b>EQUIPMENT FORM</b>	
All exhibitors are required to complete the following form, and submit it with their completed application form.	
<b>COOKING EQUIPMENT</b>	
<b>Equipment allowed on premises:</b> <ul style="list-style-type: none"> <li>• Vendor food trailer for purpose of cooking and sales.</li> <li>• Propane barbeques. (All tanks must be chained down. All vendors must barbeque outside of their tent in designated area)</li> <li>• Steam tables</li> <li>• Crock pots, slow cookers, electric frying pans</li> <li>• Hot Plates</li> <li>• Plastic ware,(e.g. tupperware)Metal utensils allowed</li> <li>• Microwave, blenders</li> <li>• Small bar fridge only</li> <li>• Small appliances only</li> </ul>	<b>Equipment not allowed:</b> <ul style="list-style-type: none"> <li>• No glassware on site. (Plastic or metal ONLY!)</li> <li>• Stoves</li> <li>• NO passenger vehicles.</li> </ul>

<b>FOOD VENDOR APPLICATION CHECKLIST</b>		
Use this checklist to verify that you have included information that is needed by the Timmins Rock as well as your own organization to better plan for the Timmins Rock "Poutine Fest"		
<b>ALL GUIDELINES AND REGULATIONS FROM THE BOARD OF HEALTH, ELECTRICAL SAFETY AUTHORITY AND THE FIRE DEPARTMENT MUST BE OBSERVED!</b>	Yes	No
Have you included complete and accurate information: name of vendor? Please include cell phone numbers and email addresses where applicable.		
Please sign, print and date the "Food vendor Contract"		
Have you included complete and accurate information on the "Food Contract" page? Please sign, print and date.		
Have you included complete and accurate information on the "Equipment Form" page? Please sign, print and date.		
Did you include a diagram of booth and equipment location?		

Have You Read and met compliance of TSSA?		
I have determined the power requirements for my booth and have included all electrical information with this application.		
<input type="checkbox"/> The food selected should be representative as submitted by the booth. <input type="checkbox"/> Food vendors are required to adhere to the foods listed on the application form. <input type="checkbox"/> All vendors are to tie and place their garbage bags at the back of their tent for pick up <input type="checkbox"/> Courteous at all times. <input type="checkbox"/> Participants are not allowed to sell or bring any alcoholic beverages on site.		
<p style="text-align: center;">Thank you for your co-operation.</p> <p>Please return this form no later than July 2<sup>nd</sup> 2019 noon to Poutine Fest c/o Lacey Rigg, 85 McIntyre Road  PO Box 823 Schumacher ON P0N 1G0 (705) 465-4679 , laceyrigg@hotmail.com</p>		



Porcupine Health Unit - Public Health Inspection Services  
**SPECIAL EVENT PERMIT APPLICATION FORM**

This application must be submitted no later than 15 days prior to any event. Completed and signed forms can be dropped off or faxed to any Porcupine Health Unit office or emailed to [inspections@porcupinehu.on.ca](mailto:inspections@porcupinehu.on.ca). If you require assistance, please call the Inspection Department at (705)267-1181 (1-800-461-1818).

**EVENT INFORMATION**

NAME OF EVENT:	
DATE(S) OF EVENT:	HOURS OF OPERATION:
LOCATION OF EVENT:	

**CONCESSION OPERATOR INFORMATION**

NAME OF APPLICANT:			
STREET AND MAILING ADDRESS: CITY/TOWN:		POSTAL CODE:	
TELEPHONE:	HOME:	WORK:	CELL:
EMAIL:		FAX:	
PERSON IN CHARGE OF FOOD HANDLING: <input type="checkbox"/> Same as above			
STREET AND MAILING ADDRESS: CITY/TOWN:		POSTAL CODE:	
TELEPHONE:	HOME:	WORK:	CELL:
EMAIL:		FAX:	
IS THE FOOD BOOTH RUN BY ONE OF THE FOLLOWING GROUPS? <input type="checkbox"/> Religious organization <input type="checkbox"/> Fraternal organization <input type="checkbox"/> Service club			
WILL YOU BE CLAIMING AN EXEMPTION FROM THE FOOD PREMISES REGULATION AT THIS EVENT? <input type="checkbox"/> Yes <input type="checkbox"/> No			

**FOOD SERVICE**

VENDOR SET-UP: <input type="checkbox"/> Temporary Food Booth <input type="checkbox"/> Street Food Vending Cart <input type="checkbox"/> Mobile Premise <input type="checkbox"/> Indoor Facility	
LOCATION OF FOOD PREPARATION: <input type="checkbox"/> On Site <input type="checkbox"/> Off Site	
<input type="checkbox"/> <u>IF ON SITE</u> NUMBER OF FOODHANDLERS EXPECTED TO WORK AT YOUR BOOTH: NUMBER OF CERTIFIED FOOD HANDLERS: DESIGNATED SUPPORT PERSON: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A DESIGNATED MONEY HANDLER: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> <u>IF OFF SITE</u> NAME OF PREMISE: TYPE OF PREMISE (i.e., restaurant, church kitchen, community centre, etc.): ADDRESS: PHONE NUMBER:
WHERE WILL THE FOOD BE PURCHASED OR SUPPLIED* FROM?	
NAME:	ADDRESS:

\*Attach separate sheet of paper if more space is required for food suppliers.

1998.06 Revised 2017.04.12 C:\MyDocuments\Forms\Special Event Application Notification.doc-mtz

## MENU

MENU ITEM*	TYPE OF FOOD PREPARATION (E.G., GRILLING, FRYING, BBQ, ETC.)	FOOD PRECOOKED		FOOD COOKED ONSITE			FOOD STORAGE ONSITE	
		YES	NO	YES	NO	REHEATING	HOT 60°C (140°F) OR HOTTER	COLD 4°C (40°F) OR COLDER
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\*Attach separate sheet of paper if more space is required for menu items.

## FOOD STORAGE/TRANSPORTATION

HOW WILL HAZARDOUS FOOD BE TRANSPORTED TO THE EVENT? <input type="checkbox"/> Refrigerated truck <input type="checkbox"/> Insulated containers with ice <input type="checkbox"/> Thermal containers <input type="checkbox"/> Other (Please specify: _____ )
WHAT METHOD(S) WILL BE USED TO MAINTAIN COLD FOODS AT 4°C (40°F) OR COLDER DURING THE EVENT? <input type="checkbox"/> Not required <input type="checkbox"/> Refrigerated truck <input type="checkbox"/> Mechanical refrigeration <input type="checkbox"/> Insulated containers with ice <input type="checkbox"/> Other (Please specify: _____ )
WHAT METHOD(S) WILL BE USED TO MAINTAIN HOT FOODS AT 60°C (140°F) OR HOTTER DURING THE EVENT? <input type="checkbox"/> Not required <input type="checkbox"/> Sterno/chaffing dish <input type="checkbox"/> BBQ/grill <input type="checkbox"/> Propane stove <input type="checkbox"/> Crock pot <input type="checkbox"/> Hot plate <input type="checkbox"/> Oven <input type="checkbox"/> Steam table/unit <input type="checkbox"/> Other (Please specify: _____ )
WHAT METHOD(S) WILL BE USED TO REHEAT FOOD PRIOR TO SERVICE? <input type="checkbox"/> Not required <input type="checkbox"/> Microwave oven <input type="checkbox"/> Stove top <input type="checkbox"/> Oven <input type="checkbox"/> Grill/BBQ <input type="checkbox"/> Deep fryer <input type="checkbox"/> Other (Please specify: _____ )
DO YOU HAVE A PROBE THERMOMETER TO CHECK THE INTERNAL TEMPERATURES OF FOOD DURING THE EVENT? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
DO YOU HAVE ACCURATE INDICATING THERMOMETER(S) TO CHECK TEMPERATURE CONTROL UNITS? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
HOW WILL FOODS INCLUDING CONDIMENTS BE PROTECTED FROM CONTAMINATION DURING THE EVENT? <input type="checkbox"/> Food grade wrap <input type="checkbox"/> Lids <input type="checkbox"/> Pre-packaged condiments <input type="checkbox"/> Sneeze guard/shield <input type="checkbox"/> Enclosed cabinet/container <input type="checkbox"/> Other (Please specify: _____ )
DO YOU HAVE RE-SUPPLY METHOD FOR ICE DURING THE EVENT? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

## SEPARATE HANDWASHING BASIN

IS THERE A SEPARATE HANDWASHING BASIN WITH HOT AND COLD OR WARM RUNNING WATER PROVIDED IN THE FOOD HANDLING/FOOD PREPARATION AREA? HOW MANY HANDWASHING SINKS ARE PROVIDED? <input type="checkbox"/> Yes – Fixed sink <input type="checkbox"/> Yes – Portable sink <input type="checkbox"/> Yes – Temporary sink How many sinks provided? ( _____ ) <input type="checkbox"/> No (Please explain: _____ )
DO YOU HAVE A SUPPLY OF LIQUID SOAP AND PAPER TOWELS PROVIDED FOR THE HANDWASHING SINK(S)? <input type="checkbox"/> Yes <input type="checkbox"/> No (Please explain: _____ )



## UTENSIL WASHING

WHAT TYPE OF SINK IS PROVIDED FOR UTENSIL WASHING? <input type="checkbox"/> Two-compartment sink <input type="checkbox"/> Three-compartment sink <input type="checkbox"/> None (Please explain: _____)
WHAT TYPE OF SANITIZER IS USED FOR SANITIZING UTENSILS? <input type="checkbox"/> Bleach <input type="checkbox"/> Other (Please explain: _____)
TEST STRIPS PROVIDED FOR SANITIZER? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

## POTABLE WATER SOURCE

<input type="checkbox"/> Municipal supply	<input type="checkbox"/> Commercially bottled	<input type="checkbox"/> Hauled municipal water (Name/phone number of water hauler: _____)
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## WASTE WATER AND GARBAGE DISPOSAL

METHOD OF WASTE WATER/SEWAGE DISPOSAL: <input type="checkbox"/> Holding tank <input type="checkbox"/> Other (Please specify: _____)
NUMBER OF GARBAGE RECEPTACLES IN FOOD PREPARATION AREA: _____

I have reviewed the *Special Events Operating Guidelines*. I understand the requirements for food vendors at special events and have provided the information to all food handlers.

PRINT: \_\_\_\_\_

SIGN: \_\_\_\_\_

DATE: \_\_\_\_\_

## THE FOLLOWING CONDITIONS/RECOMMENDATIONS ARE TO BE COMPLETED BEFORE THE EVENT IS ALLOWED TO COMMENCE:


INSPECTOR: \_\_\_\_\_

DATE SIGNED: \_\_\_\_\_

## FOR OFFICE USE ONLY

- ☐ O. Reg 562
- ☐ Created/entered in Hedgehog as Special Event Vendor.
- ☐ If exempted, provided appropriate signage.
- ☐ Provided special event permit.

This application is: ☐ APPROVED ☐ NOT APPROVED

### Main Office

☐ Timmins  
169 Pine St. South  
P.O. Bag 2012  
P4N 8B7  
  
(705)267-1181 or  
Fax: (705)264-3980

1-800-461-1818

www.porcupinehu.on.ca

### Branch Offices

☐ **Cochrane**  
Minto Centre  
P.O. Box 550  
P0L 1C0  
(705)272-3394  
Fax: (705)272-4996

☐ **Hearst**  
Medical Centre  
P.O. Box 2470  
P0L 1N0  
(705)362-7808  
Fax: (705)362-7462

☐ **Hornepayne**  
247 Third Avenue  
P.O. Box 127  
P0M 1Z0  
(807)868-2091  
Fax: (807)868-2225

☐ **Iroquois Falls**  
58A Anson Drive  
P.O. Box 575  
P0K 1G0  
(705)258-2247  
Fax: (705)258-2249

☐ **Kapuskasing**  
4 Ash St.  
P5N 2C8  
(705)335-6101  
Fax: (705)337-1895

☐ **Matheson**  
Bingham Memorial  
Hospital  
P.O. Box 490  
P0K 1N0  
(705)273-2954  
Fax: (705)273-2522

☐ **Smooth Rock Falls**  
141 Fifth St.  
P.O. Box 388  
P0L 2B0  
(705)338-2654  
Fax: (705)338-2250

☐ **Moosonee**  
38 Revillon Rd  
P.O. Box 730  
P0L 1Y0  
(705)336-2294  
Fax: (705)336-2919

DISPONIBLE EN FRANÇAIS



Timmins Fire Department  
133 Cedar St. South, Timmins, ON P4N 2G9  
[www.timmins.ca](http://www.timmins.ca)

May 5, 2016

Motorized or Mobile Food Service Equipment facilities:

Enforcement of T.S.S.A. director's order FS-056-06.

These establishments will now require field approval by a TSSA inspector. Any pre February 13, 2006 that change ownership will now be subject to this order. Agent information is supplied below.

Note: If the equipment is mounted on a permanent foundation (no jacks), with the wheels removed AND connected to one or more services (electrical power, water, sewers or gas), that would render the unit unlikely to be easily relocated, it would not be considered an MFSE, but rather a permanent structure and subject to the requirements of CSA codes B149.1 and B149.2

Attached is the director's order

Yours in fire safety,

*Paul Bel Air*

Paul Bel Air  
Fire Prevention Officer,  
Timmins Fire Department



Mike Sanford, CFEI  
Fuels Safety Inspector  
Fuels Safety Program  
[msanford@ssa.org](mailto:msanford@ssa.org)

Putting Public Safety First

Tel 705.393.2272  
Cell 705.920.4151  
Spills Action (24 hrs) 1.800.268.0080  
Customer Service 1.877.652.6772

14th Floor, Centre Tower  
3300 Bloor Street West  
Toronto, ON M8X 2X4  
[www.tssa.org](http://www.tssa.org)



**TIMMINS**

Timmins | Timmins | Timmins

Timmins Fire Department  
Telephone: (705) 860-2626  
Fax: (705) 860-2681  
E-mail: [mpinton@timmins.ca](mailto:mpinton@timmins.ca)



<b>Fuels Safety Program</b>	Ref. No.: <b>FS-056-06</b>	Rev. No.: <b>1</b>
<b>DIRECTOR'S ORDER</b>	Date: February 13, 2006	Date: June 1, 2013

IN THE MATTER OF:

*Technical Standards and Safety Act 2000, S.O. 2000, c. 16, s. 31*

- and -

Ontario Regulation 211/01 (Propane Storage and Handling)

- and -

Ontario Regulation 212/01 (Gaseous Fuels)

Re: **Mobile Food Service Equipment**

### 1. Background

On February 13, 2006 Director's Order FS-056-06 was issued to regulate various types of Mobile Food Service Equipment (MFSE) that were unapproved, not properly serviced or maintained or operated in an unsafe manner.

Since that time, although many MFSEs have been approved and are being inspected annually as required, unapproved equipment remains in service and there continues to be a lack of understanding of the requirements that apply to MFSEs. There have also been incidents where members of the public have been injured by unapproved or unsafe MFSEs.

Therefore, pursuant to section 31 of the *Technical Standards and Safety Act, 2000*, this order clarifies the requirements for MFSEs, and provides guidance on obtaining TSSA approval for their sale and use.

### 2. Scope

This order shall apply to two groups of MFSE's, those built prior to February 13, 2006 and those manufactured since February 13, 2006.

### 3. Definition

Mobile Food Service Equipment is mobile equipment, whether or not permanently parked, containing propane or other hydrocarbon fuel fired cooking appliances and, if applicable, associated fuel storage.

Further information may be obtained by contacting: Director - Fuels Safety Division, Technical Standards and Safety Authority,  
14<sup>th</sup> Floor - Centre Tower, 3300 Bloor St. West, Etobicoke ON, M8X 2N4. Phone: 734-3300 Ext 16 231 7535

1/3

An MFSE may be:

- a self-propelled vehicle such as a truck or van fitted with food service equipment and either equipped with propane or other hydrocarbon fuel supply cylinders or intended for connection to a propane supply cylinder at the operation site.
- a trailer or cart fitted with food service equipment intended to be towed to the operation site and either equipped with propane or other hydrocarbon fuel supply cylinders or intended for connection to a propane or other hydrocarbon fuel supply cylinder at the operation site.
- a portable cart fitted with food service equipment that is not towed but may be transported to an operation site and provided with a propane or other hydrocarbon fuel supply cylinder that may be enclosed in the cart.

**Note:** If the equipment is mounted on a permanent foundation (no jacks), with the wheels removed and connected to one or more services (electrical power, water, sewers or gas), that would render the unit unlikely to be easily relocated, it would not be considered an MFSE, but rather a permanent structure and subject to the requirements of CSA Codes B149.1 and B149.2.

#### 1. Requirements for Compliance

##### A. Mobile Food Service Equipment Built Prior to February 13, 2006

**Danger Labels** – The applicable labels described in Attachment #1 to this order are required to be applied to all existing MFSEs built prior to February 13, 2006.

**Annual Inspections** – The owner/operator of an MFSE shall ensure that a certified gas technician inspects the MFSE annually and completes an Annual Inspection Certificate in the form attached in Attachment #2. The owner/operator shall promptly correct any deficiencies identified in the inspection certificate and shall retain the certificate with the MFSE until the subsequent inspection. All MFSE may be subject to TSSA inspection to confirm annual inspection is current.

##### B. Mobile Food Service Equipment Built after February 13, 2006

**Approval** - All MFSEs built after February 13, 2006 are required to have a Field Approval by TSSA or alternatively must be certified and labeled by an Certification Organization accredited by Standards Council of Canada.

Ontario Regulation 211/01 made under the *Technical Standards and Safety Act, 2000* contains the following provision regarding prohibited activities without approval.

12. (1) Where this Regulation requires that an appliance or any equipment be approved, no person shall,
- (a) offer for sale, sell, rent or buy;
  - (b) install;
  - (c) use; or
  - (d) supply propane to,
- an appliance or equipment unless it is approved or will be approved prior to being put into use.

Further information may be obtained by contacting: Director – Food Safety Division, Technical Standards and Safety Authority,  
14<sup>th</sup> Floor – Centre Tower, 3360 Midland St. West, Etobicoke ON, M9X 1X4 110/116 T54 3309 Fax 416 231 7525

Ontario Regulation 212/01 made under the *Technical Standards and Safety Act, 2000* contains the following provision regarding prohibited activities without approval.

4. (1) Where this Regulation requires the approval of an appliance or any equipment or thing, no person shall offer for sale, sell, lease, rent or install an appliance, equipment or thing unless it is approved or will be approved prior to being put into use.

If you are currently operating an MFSE built after February 13, 2008 and it does not have either a Field Approval label issued by TSSA or a recognized certification label you must apply for a TSSA Field Approval by completing an application.

Manufacturers in Ontario producing new MFSEs are required to obtain a TSSA Field Approval or a certification prior to selling and delivering the MFSE.

If you are purchasing an MFSE manufactured outside of Ontario you must obtain a TSSA Field Approval prior to putting the unit into operation.

An application for Field Approval may be found on the TSSA web-site <http://www.tssa.org/regulation/fuels/fuelsField.asp> along with an outline of the requirements that will be applied in the evaluation of the MFSE design and full details of the information and material that must be submitted to document the approval.

**Danger Labels** – The applicable labels described in Attachment #1 to this order are required to be applied to all MFSEs built after February 13, 2008.

**Annual Inspections** – Subsequent to the issuance of a TSSA Field Approval or obtaining certification, the owner/operator of an MFSE shall ensure that a certified gas technician inspects the MFSE annually and completes an Annual Inspection Certificate in the form attached in Attachment #2. The owner/operator shall promptly correct any deficiencies identified in the inspection certificate and shall retain the certificate with the MFSE until the subsequent inspection. All MFSE may be subject to TSSA inspection to confirm annual inspection is current.

#### 5. Additional Notes

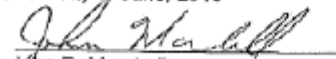
MFSE owners/operators should check for additional municipal compliance requirements.

TSSA inspectors are authorized to inspect MFSEs to ensure compliance with this Director's Order.

This Order is effective immediately

Dated at Toronto this 1st day of June, 2013


ORDERED BY:



John R. Marshall

Director, Gaseous Fuels Regulation, Propane Storage and Handling  
Regulation, *Technical Standards and Safety Act, 2000*

Further information may be obtained by contacting: Director – Fuels Safety Division, Technical Standards and Safety Authority,  
14<sup>th</sup> Floor – Centre Tower, 3300 Bloor St. West, Downsview ON, M8X 2X4 Tel: 416 734 3344 Fax: 416 291 7525

	<b>MOBILE FOOD SERVICE EQUIPMENT</b>	<b>Document No: MFSE-001</b>
	<b>SAMPLE DANGER LABELS</b>	<b>Date: June 1, 2013</b>
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The following danger labels shall be affixed to all MFSE, be readily visible and located adjacent to the propane container with the following wording:

### **DANGER**

Cooking appliances shall not be used for space heating.  
When the propane appliance is not in use or the vehicle is stored,  
shut off the supply of propane to the appliance (at the propane tank).

### **BEFORE TURNING ON PROPANE**

Make certain all propane connections are tight, all appliance valves  
have been turned off and any unconnected outlets are capped  
If an open door is used for ventilation/combustion air,  
ensure the door is open before turning on propane

### **AFTER TURNING ON THE PROPANE**

Light all pilots of appliances to be used.  
Each connection, including those at appliances, regulators, and cylinders,  
shall be leak tested initially and periodically with soapy water by the operator.  
Never use a lighted match or other flame when checking for leaks.  
Do not leave a system turned on or containers connected until the system  
has been proven to be leak (propane) tight.  
When the containers are disconnected, the propane supply line shall be capped or plugged.

For all MFSE that are part of a Self-propelled Vehicle, the following additional danger label shall be affixed at the vehicle's fuelling point and inside the driver's compartment with the following wording:


### **DANGER**

All pilot lights shall be extinguished and the supply of propane shut off  
before refueling this vehicle.

For Carts with Self-Contained Propane Supply System the following additional statement shall appear on the label.

For Outdoor Use Only. If Stored Indoors, Detach and Leave Cylinder Outdoors

The word "DANGER" shall be a minimum of 1/4-inch (6.4 mm) in height. All other words on the label shall be a minimum 1/8-inch (3.2 mm) in height.

	<b>MOBILE FOOD SERVICE EQUIPMENT ANNUAL INSPECTION CERTIFICATE FOR MFSE'S</b>	Document No: MFSE-002
		Date: June 1, 2013
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Equipment Type: Self-propelled Vehicle ☐ Towed Trailer or Cart ☐ Portable Cart ☐

Equipment Identification (Licence Plate No. or V.I.N.) \_\_\_\_\_

Owner \_\_\_\_\_ Tel. No. \_\_\_\_\_

Address \_\_\_\_\_

FSD Label No. (if built after Feb. 13, 2006) \_\_\_\_\_

The following checklist is intended as a minimum. Additional inspection tests may be necessary to ensure safe operation.

	Yes	No	N/A
Have the required DANGER labels been affixed?			
If built after Feb. 13, 2006, is a TSSA FSD Label and MFSE rating plate in place?			
If the equipment is on 4 wheels, are 2 wheels lockable to prevent movement when in service?			
Are the gas components (hoses, regulators, etc.) approved for the service?			
Are the gas lines, fittings and hoses in good condition?			
Is the propane cylinder properly supported and secured?			
If the cylinder is in a cabinet, is it well ventilated?			
Are the clearances to combustibles maintained?			
Are the appliances in good working condition?			
Is the equipment and all its components leak tight?			
Are the supply pressures to the equipment and appliances set properly?			
Do all the appliances ignite properly?			
Does the owner/operator understand the operations and responsibilities outlined in the Danger labeling?			
Have any deficiencies found been corrected and is the equipment safe to operate?			

To pass all answers must be either YES or N/A

Certificate Holder Name (Print)	TSSA Certificate Holder No.	Date
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Re-inspection Required 1 Year from the above date.  
This Certification shall be kept available with the equipment covered at all times.

Comments

**SAMPLE RATING PLATE**

**General Rating Plate**

Applicant's Name  
Address

Mobile Food Service Equipment

Identification Number (V.I.N., Model No., Serial No., or Licence Plate)

**Appliances**

Manufacturer	Type	Model Number	Input

For Use with Propane Gas

Manifold Pressure: \_\_\_\_\_ in. w.c.

Electrical Rating: \_\_\_\_\_ Volts, 60 Hz, \_\_\_\_\_ amps

Design Standard: TSSA-MFSE-2014





