



**COVID-SAFE FOOD TRUCK HEALTH & SAFETY PROCEDURES  
ON SITE – CHECKLIST**

**DAY / DATE :** \_\_\_\_\_

**MEAL TIME :** Breakfast Lunch Dinner

**FOOD TRUCK :** \_\_\_\_\_

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

**GENERAL STRUCTURE AND OBSERVATIONS**

- On-Site Training/Review of Procedures with Food Truck Team and others on site : \_\_\_\_\_
- All employees are using clean disposable gloves : \_\_\_\_\_
- Drive thru Service Offered : \_\_\_\_\_
- Pre-Order Service Offered : \_\_\_\_\_
- Scheduled Time Pick Up service utilized: \_\_\_\_\_
- Ordering Table Provided : \_\_\_\_\_
- Food Truck Expeditor Positioned between The Food Truck and Table : \_\_\_\_\_
- Expeditor is sanitizing the Food table at least every 30 minutes during the serving time : \_\_\_\_\_
- Expeditor is changing their gloves at least every 30 minutes during the serving time : \_\_\_\_\_
- Walk Up orders / Effort will be to direct them to the online ordering page : \_\_\_\_\_
- Cash accepted : \_\_\_\_\_

**SURFACE OR OBJECTS DECONTAMINATION:**

- Frequent washing of hands with soap and water for at least 20 seconds \_\_\_\_\_
- Absolutely no touching of eyes, nose, or mouth with unwashed hands \_\_\_\_\_
- Avoid contact with anyone who is sick \_\_\_\_\_
- Maintaining a minimum of 6 foot space from customers \_\_\_\_\_
- All transactions done by Expeditor – No customer touching except of clean food bags \_\_\_\_\_
- All beverages must be filled by employees. \_\_\_\_\_
- No self-service beverages or customer refills. \_\_\_\_\_
- All single-use items like napkins and condiments will be bagged up by with gloved hands \_\_\_\_\_
- There will be no items directly handed to the customer. \_\_\_\_\_
- All items will be placed on the table for the customer to receive \_\_\_\_\_
- Sanitize all door handles interior and exterior every hour  
     Hour 1 \_\_\_\_\_ Hour 2 \_\_\_\_\_
- Sanitize all customer facing surfaces every 30 minutes  
     ½ hr \_\_\_\_\_ 1 hr. \_\_\_\_\_ 1.5 hrs. \_\_\_\_\_ 2 hrs. \_\_\_\_\_

**Employees with any symptoms such as but not limited to fever, aches, cough, sore throat will not be allowed to begin a work shift and will be sent home immediately**

**MANDATORY WORKER TRAINING:**

All employees will be required to understand and sign acknowledgment of such standards. Managers will be required to train all workers with reasonably anticipated occupational exposure to COVID-19 (as described in this document) about the sources of exposure to the virus, the hazards associated with that exposure, and appropriate workplace protocols in place to prevent or reduce the likelihood of exposure. Training should include information about how to isolate individuals with suspected or confirmed COVID-19 or other infectious diseases, and how to report possible cases. Training must be offered during scheduled work times and at no cost to the employee.

As mentioned in the procedures, prior to service, the neutral third party will require all food truck employees to participate in a 10 minute training of procedures even if the food truck employees have already been made aware before

**ON SITE - FOOD TRUCK MANAGER**

\_\_\_\_\_

**ON SITE - FOOD TRUCK EMPLOYEE NAMES**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_