



**Weekly**  
**Food Safety Checklist for Vendors**  
**Alberta Approved Farmers' Markets**

*Food safety is important to you and your customers. Use this checklist to help keep food sold through Alberta Approved Farmers' Markets safe.*

**Market:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>Premises</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
Building	Did you clean the loading area after use?			
Booth Area	Is your booth area clean?			
	Is your garbage can covered and emptied as required?			
Tables	Did you clean and sanitize your tables before setting up?			
	Do you clean your table regularly throughout market day?			
Pet policy	Have you left your pets and animals at home?			
<b>Storage and Transportation</b>				
Temperature control	Is your market freezer at -18°C or colder before loading your food products?			
	Are your refrigeration units/coolers running between 0° and 4°C and working properly?			
	Do you calibrate your equipment thermometers as recommended?			
	Are you keeping accurate temperature records during transportation and marketing?			
Ice	Did you transport your ice to market in clean, sanitized containers?			
Dry storage	Is food stored off the floor or ground?			
Vendor vehicles	Were your market vehicles clean and free of contaminants prior to loading to come to the market?			
	Did you transport your perishable products with proper temperature control?			
Containers	Are all products stored, packaged, displayed and transported in food grade containers?			
	Are all products transported and stored in clean containers (coolers, boxes, tubs, etc.)?			
<b>Equipment</b>				
Maintenance	Have you completed required equipment maintenance?			
<b>Sanitation</b>				
Cleaning	Did you follow your cleaning and sanitation plan?			
	Did you record your actions in your cleaning and sanitation log?			
Hand/equipment washing stations	Are you using hand washing stations appropriately?			

## Weekly/Vendors

<b>Food Handling</b>		Yes	No	N/A
Packaging	Are products packaged to protect food from customer handling, and contamination?			
Food sampling	Do you use proper sampling methods?			
	Are food samples screened from flies, wrapped or otherwise protected?			
	Do you clean and sanitize your food sample preparation equipment frequently throughout the market day?			
	Did you bring enough supplies for proper product sampling for today's market eg. single use portion cups, toothpicks, etc.?			
	Is the waste container for your product sampling refuse emptied as required?			
Safe handling	Do you and your staff practice safe food handling techniques?			
	Are you advising your customers on the safe handling of your products?			
Temperature control	Are perishable foods kept above 60°C or below 4°C and exposed to the <i>Danger Zone</i> for less than a total of 2 hours during transportation to market and sale?			
	Are you using a probe thermometer to measure temperatures of stored and sampled hazardous food products throughout the market day?			
	Have you completed a temperature log for hazardous foods?			
Ice	Did you display your perishable food products on ice packs or bagged ice?			
Product display	Do you keep your ready-to-eat items separate from raw products to avoid cross contamination?			
	Do you display only the amount of food product that you will sell in two hours or less?			
	Do you rotate your products on a first displayed, first sold basis?			
<b>Personnel</b>				
Hand washing	Do you and your staff practice appropriate hand washing techniques including washing hands after smoking, eating, sneezing, nose blowing, handling money, taking a break, using the washroom, etc.?			
	Do you and your staff change your latex/vinyl gloves frequently?			
Staff health	Are you and your staff healthy on market day? No colds, cough, flu, etc.			
	Are cuts and open sores appropriately bandaged and gloved if necessary?			
Personal hygiene	Are you and your staff wearing clean clothing?			
	Are you and your staff wearing a minimum amount of jewelry and no nail polish?			
	Is hair tied back or restrained in a cap or net?			
	Do you and your staff thoroughly wash hands frequently throughout the market day?			
	Do you and your staff refrain from chewing gum, eating or smoking at your table?			
<b>Best Practices</b>				
Labeling	Are all products labelled properly including batch or lot number?			
Traceability	Did you record the products, batch numbers and quantities sold today?			
	Did you follow your plan for unsold product?			
Inspection	Has your meat/poultry come from an inspected facility? (slaughter, processing, wrapping)			

For further information, contact:

**Farmers' Market Specialist** [www.sunnygirl.ca](http://www.sunnygirl.ca) or phone (780) 853-8223.

For toll free calling in Alberta dial 310-0000 first.