



Mobile Unit General Requirements

NOTE: The following list of requirements has been provided to assist with frequently asked questions specific to mobile unit plan reviews. The list does not represent the entirety of the requirements. Mobile food establishments must comply with all the requirements provided in the Cheyenne-Laramie County Food Safety Rule.

I. DEFINITIONS

- A. Self-contained mobile unit: A licensed mobile retail food establishment that contains all necessary equipment to operate. A commissary can be utilized if approved for additional space, but all required equipment must be included within the mobile unit. It is not connected to fixed utilities (i.e. water, sewer, and electricity) and it is required to report to an approved servicing location for sewage disposal and water.
- B. Prepackaged Mobile: All foods are made and packaged commercially. No food handling occurs.
- C. Commissary: Licensable commercial kitchen with approved equipment that can provide additional space for dish washing, cooking, dry storage, commercial refrigeration, cooling, etc. in addition to self-contained mobile unit.

II. HAND WASHING SINKS

- A. Hand washing sinks must be capable of providing a hands-free, continuous flow of 100°F water delivered under pressure.
- B. Hand washing sinks must always be easily accessible and used for no other purpose.
- C. All grills and smokers must have hand washing where cooking is being conducted.

III. VENTILATION

- A. If the mobile unit is enclosed (floors, hard sided walls, ceiling) and grease-cooking is conducted (i.e. cooking meats on a stove top or deep frying), then a Type 1 hood is required.
- B. A single smoker, grill, or oven may be used outside the unit with hand washing; provided that all foods are prepared, assembled, and served from within the mobile unit and not directly from the outside cooking equipment.
- C. A fryer is not permitted outside the unit.

IV. WATER SUPPLY

- A. Water must be obtained from an approved source. Public water supplies are approved sources. Private water will require bacteriological testing semi-annually.
- B. A pre-approved facility is provided and used to supply drinking water to the unit.
- C. For all mobile units, the water supply must be sized to adequately fill dish washing sinks at least every 4 hours of operation. With additional water capacity for hand wash sinks.
- D. The mobile unit must supply 5 gallons of water to each hand washing sink for each hour of operation. For example, a mobile unit operating for 6 hours must have a minimum of 30 gallons of drinking water available just for the hand sink. Water can be provided through additional food grade containers if approved by Environmental Health.
- E. Adequate water pressure must be always provided to all fixtures.
- F. Only food-grade hoses can be used to fill or transfer drinking water to or within a mobile unit.

V. WASTEWATER

- A. All wastewater (except water from clean ice) must be contained in a permanently installed holding tank that is at least 15% larger than the water supply tank.
- B. Wastewater from the holding tank must be disposed of in an approved sanitary sewer system (i.e. toilet, plumbed drain, or dump station) daily. The wastewater holding tank can never be emptied onto the ground or in the storm drainage system.
- C. When using wastewater containers that are not attached to the unit, they must be clearly marked and used for no other purpose.
- D. If hose is used, it must be clearly marked and stored separately from food grade hose.

VI. STORAGE

- A. Adequate storage areas are provided within the mobile unit for all food, dry goods, single-service articles, and cleaning supplies.
- B. Any food, dry goods, single-service articles and cleaning supplies not stored on the mobile unit must be kept stored in an inspected (possibly licensed) facility.

VII. MISCELLANEOUS

- A. Adequate facilities are provided for food preparation; cleaning and sanitizing of equipment and utensils; storage of additional food, equipment, utensils, and other supplies; and other servicing operations.

- B. Adequate facilities, as required by the menu, are provided, including but limited to:
1. Hand sink(s)
 2. Food preparation sink
 3. Dish washing facilities
 4. Mop sink
 5. Mechanical refrigeration
 6. Mechanical hot holding
- C. A written operational plan is submitted for the mobile unit demonstrating that its operation as a self-contained unit can be accomplished with the Cheyenne-Laramie County Food Safety Rule. Review and approval of the operational plan must include the menu and standard operating procedures for the unit. After an operational plan is approved, any additions or changes to the plan must be approved by Environmental Health prior to implementation. The approved operational plan must always be available on the mobile unit.
- D. Food Protection Manager Certification:
<https://anabpd.ansi.org/accreditation/credentialing/personnel-certification/food-protection-manager/ALLdirectoryListing?menuID=8&prgID=8&statusID=4>.
Prepackaged only mobile units are excluded from this requirement.

VIII. OPENING INSPECTION

- A. The following items are required at your opening inspection:
1. Approved sanitizer made at the appropriate concentration
 2. Corresponding test strips for the sanitizer
 3. Thermometer capable of taking hot and cold internal temperatures of thin foods (thin tip probe thermometer reading from 0°F to 220°F)
 4. Thermometers for each refrigeration/freezer unit
 5. 100°F hot water available at the hand sink(s)
 6. 110°F hot water available at the 3-compartment sink
 7. Drinking water hose kept protected and separated from wastewater hose
 8. Wastewater hose
 9. All electrical equipment turned on including cooking equipment, refrigerators, hot holding equipment, hot water heater, water pumps, lights, ventilation, AC units, and any other electric appliances with a generator large enough to supply power to all equipment simultaneously
 10. Fire suppression hood and vent system shall be approved by City Fire Department or State Fire Marshall if grilling/cooking inside unit

11. Vomit and diarrhea clean up procedures
12. Employee health policy
13. Food protection manager certification

IX. OTHER REQUIREMENTS

- A. Submit a completed plan review application from our office at least 30 days in advance
- B. Application and fee for annual Wyoming food license (\$200.00 cash or check only) due at time of opening inspection to Environmental Health
- C. Contact City of Cheyenne business license if operating within city limits
- D. Contact Cheyenne Fire Department for requirements within city limits
- E. Contact Cheyenne BOPU for wastewater dumpsite
- F. Contact Laramie County Planning for use permit if operating outside City of Cheyenne
- G. Contact Laramie County Building Department if operating outside City of Cheyenne, Burns, Pine Bluffs, or Albin
- H. Contact Wyoming State Fire Marshall if operating in Burns, Pine Bluffs, or Albin