

Fax: 684-7764

BOROUGH OF COLUMBIA  
P.O. Box 509  
308 Locust Street  
Columbia, PA 17512

Bill 3511  
mailed 1-4-12  
Phone: 684-2467

Name of Establishment: St. James Lutheran Church

Address: 655 S. 10th St. Date: 1-4-12

Owner/Agent: Rev. M. Koff Time: 0905

**PUBLIC EATING AND DRINKING PLACE**  
**INSPECTION CHECKLIST**

This checklist is provided to assist you with meeting the requirements for the issue of a Public Eating & Drinking Place License, as required by the Act of 1945, P.L. 926, No. 369.

**A. Licenses**

- ☒ 1. Sales Tax & Use Tax License Prominently Displayed \*
- ☒ 2. Columbia Board of Health License Prominently Displayed

**B. Employees**

- ☒ 1. No Food Handlers Carry Active Communicable Disease Status (e.g. STD, Hepatitis B/C, TB, Any Open External Lesion)
- ☒ 2. Food Handlers Wear Caps or Hair nets, Gloves
- ☒ 3. Employees Educated in Sanitizing Procedures
- ☒ 4. Workers Have Access to a Storage Facility for Personal Items

**C. Kitchen**

- ☒ 1. Clean
- ☒ 2. Sanitary
- ☒ 3. No Pets, No Sleeping Quarters
- ☒ 4. No Smoking
- ☒ 5. Oil-, Grease-laden towels in Appropriate, Covered Container
- ☒ 6. Eating/Drinking/Preparation Implements Protected From Dust, Insects
- ☒ 7. Meat Preparation - Impervious Surface, Cleansed Before Next Food Use
- ☒ 8. Dishwashing Following Each Meal
- ☒ 9. NFPA Exhaust Hood Automatic Fire Suppression System Over All Cooking Equipment Capable of Producing Grease-Laden Vapors; Venting to Outside
- ☒ 10. NFPA & NSF Exhaust Hood & Filters Cleaned Weekly *NEW HOOD SYSTEM*
- ☒ 11. Grease Interceptor Inspected Weekly, Cleaned Monthly or Sooner if Needed. Written Record of Inspection & Cleaning.
- ☒ 12. Sump Pump, if any, Inspected Weekly & Maintained in Good Condition
- ☒ 13. NSF-Approved Cold Storage Units With Thermometers, Defrosted as Needed to Maintain Efficiency
- ☒ 14. Nonfrozen Food in Cold Storage Units at or below 41°F, thermometer visible
- ☒ 15. Cooked food in hot-holding storage/serving units at or above 135°F
- ☒ 16. NSF-Approved or BIA-Approved Cooking Equipment
- ☒ 17. Dry & Wet Container Storage Off Floor Surface
- ☒ 18. Nonporous Food Preparation Areas in Good Condition
- ☒ 19. Nonporous Floor Surface - All Areas - in Good Condition
- ☒ 20. Sink Capable of Pot & Pan Cleansing, With Hot Water
- ☒ 21. 10 Footcandle Minimum Lighting Level
- ☒ 22. Ground Fault Circuit Interrupter (GFCI) Receptacles When Near Water
- ☒ 23. Utensil Storage Prevents Dust & Contamination, Ease of Access to Handles

$p$

- E. N/A

1. NSF-Approved, With Sneeze Guards

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- ### G. Toilet & Handwashing Facility

- |     |  |
|-----|--|
| 1.  | One Room Located Within 50 Feet of Any Food Preparation Area |
| 2.  | Clean  |
| 3.  | Sanitary   |
| 4.  | Hot Water  |
| 5.  | Soap   |
| 6.  | Paper Towels Stored in a Single Use Container                |
| 7.  | Waste Receptacle (Must Be Covered in Women's)                |
| 8.  | Ventilation Exhausted to Outside                             |
| 9.  | Ground Fault Circuit Interrupter (GFCI) Receptacle           |
| 10. | Sign Reminding Employees To Wash Hands                       |

**If Active Food Selling is a Part of this Operation**

### Fee Payment

Signature \_\_\_\_\_

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# \$ Invoice

Signature (Signifies inspector was on site)

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Remarks

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