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COMMITTEE NAME: **Unattended Food Establishment Committee**

DATE OF REPORT: ☐ *Initial fall progress report*   ☒ *Spring progress report*   ☐ *Second fall progress report*
Date submitted: 3/15/2017   Date amended (if applicable): *Click here to enter a date.*   Date accepted by Executive Board: *Click here to enter a date.*

COMMITTEE ASSIGNMENT: ☒ *Council I*   ☐ *Council II*   ☐ *Council III*   ☐ *Executive Board*

REPORT SUBMITTED BY: Jean Edsall and Jamie Higley

COMMITTEE CHARGE(S):

Issue # I-015
1. Develop recommendations on how the FDA Food Code addresses Unattended Food Establishments;
2. Continue to review the "Guidance Document for Unattended Food Establishments" and any existing guidance from FDA and others to update the CFP guidance document that could assist states when addressing the need to have alternative protective provisions in place when approving variances for entities that do not meet section 2-101.11 and 2-103.11 of the 2013 Food Code; and
3. Present their findings at the 2018 CFP Biennial Meeting.

COMMITTEE WORK PLAN AND TIMELINE:

The Committee meets every 4-6 weeks via conference call.

COMMITTEE ACTIVITIES:

1. *Dates of committee meetings or conference calls:*

   July 13, 2016; September 20, 2016; October 31, 2016; December 15, 2016; January 26, 2017; March 14, 2017
2. *Overview of committee activities:*
   - Reviewed and amended the guidance document
3. *Charges COMPLETED and the rationale for each specific recommendation:*
   a. Changes to the Guidance Document
      i. Provided more information to describe "bulk food"
      ii. Added new section describing acceptable types of beverage dispensing equipment
      iii. Corrected Food Code section regarding cleaning of multi-use food contact surfaces
      iv. Combined previous sections (G) Security and (H) Routine Maintenance in the original document into a new section (G) renamed Food Protection
      v. Added additional information on posting information on the presence of video surveillance
      vi. Renamed Routine Maintenance to Routine Service to better describe the activities that are related to Food Protection
      vii. Removed references to product rotation and removal of recalled foods as these are not currently required by the Food Code
      viii. Renumbered remaining sections of the document

4. *Status of charges still PENDING and activities yet to be completed:*
   a. Develop recommendations on how the FDA Food Code addresses unattended Food Establishments – The Committee is discussing suggested changes to the Food Code to exempt Unattended Food Establishments from being required to provide a Person-In-Charge at all times. The Committee will submit the proposed language as an Issue for the 2018 Conference.

COMMITTEE REQUESTED ACTION FOR EXECUTIVE BOARD: ☐ *No requested action at this time*

ATTACHMENTS:

1. *Content Documents:*

   a. *Committee Member Roster:* ☐ *See changes noted above under "requested action"*   ☒ *No changes to previously approved roster*
   "Committee Members Template" (Excel) available at: www.foodprotect.org/work/   *Committee roster to be submitted as a PDF attachment to this report.*

     b. *Committee Generated Content Documents (OPTIONAL):* ☐ *No draft content documents submitted at this time*

2. *Supporting Attachments (OPTIONAL):* ☐ *Not applicable*