



OCCHD

Food Safety & Environmental Health
2400 NW 36th Street
Oklahoma City, OK 73112
Telephone: (405) 425-4347
www.occhd.org

RETAIL FOOD ESTABLISHMENT PRE-OPERATIONAL INFORMATION

(Must be completed before licensing)

Name of Establishment: _____

Establishment Address: _____

Type of Food Operation:

Retail Food Service Establishment

Medical Marijuana Dispensary

Owner's Name: _____

Owner's Mailing Address: _____

Owner's Telephone: _____

Owner's Email Address: _____

Applicant's Name (if different from Owner): _____

Applicant's Title (owner, manager, architect, etc.): _____

Applicant's Mailing Address: _____

Applicant's Telephone: _____

Applicant's Email Address: _____

FOOD SUPPLY

Identify all food suppliers:

How the food will arrive (frozen, fresh, packaged, etc.)

Is ice made on premises or purchased commercially? _____

COLD HOLDING

How will Time/Temperature Control for Safety Foods be maintained at 41°F (5°C) or below during cold holding?

PEST CONTROL – Outside doors must be self-closing and rodent proof.

Yes No NA

1. Will screens be provided on all entrances left open to the outside?

2. Will all windows that open have a minimum #16 mesh screening?

3. Will electrical insect control devices be used?

If yes, where? _____

4. Will air curtains be used?

If yes, where? _____

5. Identify how all pipes & electrical conduit chases will be sealed. _____

6. How will the area around the building be kept clear of unnecessary brush, litter, boxes and other

harborage? _____

REFUSE, RECYCLABLES, AND RETURNABLES

1. Will refuse/garbage be stored inside? If so, where? _____
2. Identify how and where garbage cans and floor mats will be cleaned.

3. Will a dumpster or a compactor be used? _____
Number _____ Size _____ Frequency of pickup _____
4. Will garbage cans be stored outside? _____
5. Describe surface and location where dumpster/compactor/garbage cans will be stored outside the establishment.

6. Will there be an area to store recyclables? _____ If yes, describe _____
7. Identify the area to store returnable damaged goods. _____

WATER SUPPLY

Does the food establishment use well water or city water? _____

SEWAGE DISPOSAL

Does the food establishment dispose of the waste water through the city sewer or a private disposal system? _____

TOXIC ITEMS

Identify the location for the storage of poisonous or toxic materials.

