



**MOBILE COOKING OPERATIONS &
FOOD TRUCK FIRE SAFETY**





Lethbridge Fire Prevention Bureau Mobile Cooking Operations (Food Trucks)



General Information

As with any food service establishment, mobile cooking operations (food trucks) have open flames, hot equipment, electrical connections, cooking oils, flammable liquids, cleaning chemicals, engine oils and combustible products which provide all the ingredients for a fire ready to spread out of control.

A fire can devastate your mobile food business, leading to lost revenues, potential permanent closure or worse, injury or death. A fire inspection conducted annually on your food truck can reduce these potential effects from fire and health-related risks.

Any operator of a mobile food vending unit that is used for the preparation and dispensing of food or beverages and that contains cooking appliances or associated equipment must comply with the minimum requirements of the *National Fire Code : Alberta Edition*.

The City of Lethbridge Fire Prevention Bureau requires all mobile food vending units to complete a satisfactory Fire Inspection *annually* prior to working in the City.

Steps to Approval:

1. **Obtain a Fire Inspection Request: Mobile Food Vendors package at Lethbridge.ca/fire.**
2. **Submit your completed Fire Inspection Request: Mobile Food Vendors package to FirePrevention@Lethbridge.ca;** A Fire Prevention Officer will review your application and contact you. There may be some follow up questions, or an in-person fire inspection may be booked.
3. **Complete your scheduled fire inspection.** Ensure you have your Fire Safety Plan and Maintenance Documents available for review.
4. **Your certificate and annual decal will be issued.** Once you have passed your inspection and met all applicable criteria, you will be issued a certificate and a decal that can be attached to a visible location on your food truck.

Questions:

If you require any assistance in completing your application, please contact the Lethbridge Fire Prevention Bureau at FirePrevention@Lethbridge.ca or 403-320-3811.



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Installation, Inspection & Maintenance Requirements

Copies of inspection and maintenance reports from a qualified servicing agency should be submitted along with your application to confirm compliance with applicable codes, bylaws and regulations.

NOTE: All inspection and maintenance records must be current and hold validation for the duration of the season. This means that all life safety systems and safety equipment should be freshly serviced/inspected prior to your fire inspection for the current season.

The Lethbridge Fire Prevention Bureau will accept a compliance report from the Taber Fire Department as well as the Coaldale Fire Department. We may also accept another fire department's compliance report issued within the previous twelve (12) months. This report can be included in your application package.

The following pages contain an Operator Fire Safety Checklist. If you can check off all of the listed applicable items for your particular operation, you are ready to submit your Inspection Request.

If you have any questions about which items may or may not apply to your operation, please contact us at fireprevention@lethbridge.ca and we can help.



Lethbridge Fire Prevention Bureau

Mobile Cooking Operations (Food Trucks)



Operator Fire Safety Checklist

Any operator of a mobile food vending unit that is used outdoors for the preparation or dispensing of food or beverage and that contains cooking appliances or associated equipment must comply with the minimum requirements of the *National Fire Code : Alberta Edition* for Mobile Cooking Operations (MCO).

General

- Does your MCO have the required permits (Health/Fire/Business License)?
- Is there a Fire Safety Plan Posted (one is provided at the end of this document)?
- Is cooking equipment attended at all times?
- Is a fan interlock installed and functioning and are ventilation openings open during cooking operations?
- Is the cooking hood/ventilation system free from grease?
- Is the vehicle parked at least 3m from buildings, other vehicles or combustibles?
- Is carbon monoxide detection present?

Training

- Are employees trained in proper use of cooking equipment?
- Are employees trained in hot to shut-off fuel sources (e.g. propane, generators)?
- Are employees trained in how to notify the local fire department in an emergency?
- Are employees trained in proper storage, handling and fueling procedures?
- Are employees trained in how to perform a leak test when one is needed?
- Are employees trained in the proper use of portable fire extinguishers and hood extinguishing system?

Portable Fire Extinguishers

- Are portable fire extinguishers charged, not obstructed and in operating condition, certified by a qualified person within the previous 12 months?
- Are portable fire extinguishers readily available to protect the existing fire classifications (eg: Class K and ABC)?

Exhaust Hood & Fire Suppression System

- Is the hood fire suppression system charged and in operable condition, certified by qualified person for the current season?
- Exhaust/ventilation serviced by a qualified person, clean and in operable condition?



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Fire Safety Checklist (Continued)

Propane

- Is the propane system inspected prior to use?
- Are the propane tanks secured in an upright position?
- Are the propane tanks within their hydrostatic test date?
- Is the propane system in good condition (i.e. no leaks, rust)?
- Has the propane system been leak tested?
- Leak test been performed when a new tank is installed or there was a modification to the system?
- Is documentation available for any leak test?
- Is the main shut-off marked, in plain view and easily accessible?
- Is the fuel supply shut off when not in use and while in transit?
- On gas piping, is a flexible connector installed between the regulator outlet and the fixed piping?

Electrical

- Is the electrical system and other equipment in good working condition?
- Are extension cords in good condition?

Generators

- Are generators placed at least 3m from buildings, structures, vehicles and combustibles (unless bumper mounted)?
- Are generator exhausts directed away from mobile cooking vehicle, vehicles, buildings, etc.?
- Are generators protected from contact by the public?
- Are fuels properly stored?
- When refueling, are the generators shut down, engine cooled and then refueled?
- Are permanently mounted generators exhausted 3m from propane tank vent?
- Is the generator properly grounded or bonded?

Solid Fuel

- Is combustible solid fuel stored properly and away from combustibles or heat producing appliances?
- Are ashes, cinders and other fire debris removed at the end of the day and stored in a properly?



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Fire Safety Plan

Who needs a Fire Safety Plan?

The buildings and businesses that are required to participate in the fire safety plan program according to the *National Fire Code : Alberta Edition* include:

- Areas where flammable liquids or combustible liquids are stored or handled
- Areas where hazardous processes or operations occur

Prior to the operation of a Mobile Cooking Operation (MCO), a Fire Safety Plan must be prepared. It is essential that all operators and their staff be completely familiar with this Fire Safety Plan.

Adequately trained supervisory staff can be of great value when directing people to move in an orderly fashion in the event of a fire and carrying out appropriate fire control measures until the fire department arrives.

Any supervisory staff shall be made aware of their responsibilities and provided adequate training to carry out their duties.

The following fire safety provisions must be part of your practice:

- Ensure staff are familiar with the safe storage and use of gasoline. The storage container must be removed from within the MCO while it is in operation.
- Ensure generators are adequately cooled prior to refueling
- Ensure propane gas fittings are regularly checked for leakage
- The location of the MCO must be at least 3m from any building and other MCO's
- All electrical equipment and appliances must be installed in accordance with the Canadian Electrical Code

Attached is a sample Fire Safety Plan for Mobile Cooking Operations. You may choose to use the plan as is, modify it, or create your own Fire Safety Plan.

****** THIS PLAN MUST BE POSTED IN A CONSPICUOUS LOCATION ******



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FIRE SAFETY PLAN

Mobile Food Operations

Daily Housekeeping:

- No smoking is permitted in the kitchen
- Keep all exit routes free and clear of obstructions
- Keep all cooking equipment, ducts, fans, floor and working surfaces clean
- Do NOT use flammable cleaning materials or solvents to clean cooking equipment or the exhaust system
- Perform a visual inspection of all fire extinguisher gauges to ensure they are charged
- Ensure all staff are trained in the proper use of portable fire extinguishers. Class K extinguishers are to be used on deep-fat frying appliances
- Ensure all staff have been instructed in the fire emergency procedures
- If you smell propane gas, shut off all appliances, evacuate leaving door open and call 911

In Case of Fire:

Attempting to extinguish a fire is a voluntary act.

- If safe to do so, put a lid on the pot to smother the flames and turn off gas
- DO NOT put water on an oil or grease fire
- Use portable fire extinguishers only while safe to do so. If in doubt, get out
- Activate the cooking fire suppression system if applicable
- Close doors behind you where practical
- Notify staff and other persons verbally to leave the area
- Turn off propane cylinders and other equipment if safe to do so
- Call 911
- Go to muster point. Stay there until directed to do otherwise

Portable Fire Extinguisher Instructions (P.A.S.S.)

P – Pull the safety pin

A – Aim the nozzle at the base of the fire

S – Squeeze the trigger handle

S – Sweep from side to side