



Town of Arlington
Department of Health and Human Services
Office of the Board of Health
27 Maple Street
Arlington, MA 02476

Tel: (781) 316-3170
Fax: (781) 316-3175

Permit to Operate a Residential Kitchen

Fee: \$100.00 (Category 1)

Name of Business: _____

Address: _____

Tel: _____ Email: _____

Name and Title of Applicant: _____

List the types of foods to be made: _____

Provide a list of food suppliers (where food is purchased): _____

Do you sell your products to other food establishments? YES NO

Do you sell your products directly to the consumer? YES NO

Do you have a Wholesale Permit from the Mass. Dept of Public Health? YES NO

If yes, provide a copy of your permit from the State**

All foods prepared in a residential kitchen must be labeled with all ingredients (in order of amount by volume), name of residential kitchen, address and/or phone number, and sell-by-date, if required.

***Provide copies of labels for all products.

Food products manufactured in Massachusetts's residential kitchens may not be sold out-of-state.

Signature of Applicant: _____ Date: _____

Residential Kitchens Questions and Answers

Massachusetts
Department of Public Health
Bureau of Environmental Health
Food Protection Program

617-983-6712
305 South Street
Jamaica Plain, MA 02130

There are an increasing number of private citizens preparing food products in their home kitchens for sale. Massachusetts allows its residents to operate home-based businesses to produce low-risk foods, such as cakes, cookies, breads, and confectioneries. Currently, the Massachusetts Department of Public Health Food Protection Program receives more than 200 inquiries per year from citizens interested in starting home-based food businesses.

Home-based food businesses are allowed within specific regulatory limitations.

Retail residential kitchen operations are restricted to sales directly to the consumer, and are inspected and licensed by the local board of health.

Wholesale operations may sell their products to retail stores, restaurants, etc., and are inspected and licensed by the Massachusetts Food Protection Program.

At the end of this brochure there is a list of regulations pertaining to retail and wholesale residential kitchens, as well as information about obtaining copies. The following are answers to some of the most commonly asked questions about residential kitchen operations.

What kinds of foods may be prepared in a residential kitchen?

Residential kitchens are strictly limited to the preparation of non-potentially hazardous foods (non-PHF), such as baked goods, confectioneries, jams and jellies. Non-PHF, such as cakes and cookies, which have PHF ingredients are acceptable.

What kinds of foods *may not be prepared* in a residential kitchen?

The preparation and sale of potentially hazardous foods (PHF) such as cream-filled pastries, cheese cake, custard and other foods which can support the growth of disease-

causing bacteria are strictly prohibited.

In addition, perishable foods that require refrigeration, such as cut fruit and vegetables, tomato and barbeque sauce, pickled products, relishes and salad dressings are not permitted in residential kitchens.

Also, all foods that are manufactured or packaged using processes that require state or federal control (e.g., acidification, hot fill, vacuum-packaging, etc) are prohibited.

Garlic-in-oil products are not permitted.

What types of processing operations are prohibited in a residential kitchen?

Processing operations that are prohibited include: acidification, hot fill, thermal processing in hermetically-sealed containers, vacuum packaging, and curing/smoking. The only exception is jams and jellies that are thermal-processed in hermetically-sealed containers.

To evaluate the non-potentially hazardous status of a food, what type of laboratory analysis may a board of health or the Massachusetts Department of Public Health request?

The board of health or the Massachusetts Department of Public Health may require laboratory documentation that the food has a final pH of 4.6 or below or a water activity of 0.85 or below.

When reporting results, the laboratory must reference the standardized testing procedure.

Residential kitchen operators must keep records of analysis of products on file for review.

Persons preparing food products must maintain a standardized recipe of the products used in the preparation of the food: listing all ingredients in order of weight. Any change in the recipe constitutes a recipe deviation, and a new analysis may be required.

Are there labeling requirements for foods manufactured in a residential kitchen?

Yes. All foods prepared in a residential kitchen must be labeled with all ingredients (in order of amount by volume), name of residential kitchen, address and/or phone number, and sell-by date, if required.

Are there any personnel, marketing or volume restrictions for residential kitchens?

Yes. First, only household members may be employed in the operation.

Second, the use of brokers, wholesalers, and warehouses by residential kitchen

operators to store, sell, and distribute foods prepared in residential kitchens is prohibited.

Food products manufactured in Massachusetts residential kitchens may not be sold out-of-state (in interstate commerce), because the U.S. Food and Drug Administration does not recognize these foods as originating from an approved source.

If you have questions about **retail** residential kitchen operations, inspections, or licensing, contact your local board of health.

If you have questions about **wholesale** residential kitchen operations, or licensing, contact the:

Massachusetts Department of Public Health
Bureau of Environmental Health
Food Protection Program
305 South Street
Jamaica Plain, MA 02130
617-983-6712

Regulations

Retail Sale:

- 105 CMR 590.000 *Minimum Sanitation Standards for Food Establishments, Chapter X*
- 105 CMR 520.000 *Massachusetts Labeling Regulations*

Wholesale:

- 105 CMR 500.000 *Good Manufacturing Practices*
- 105 CMR 520.000 *Massachusetts Labeling Regulations*

Unofficial copies of all these regulations are available at: <http://mass.gov/dph/fpp/regs.htm>

License Applications

A residential kitchen that wholesales its product is required to obtain a *License for Food Processing and/or Distribution at Wholesale* from the Massachusetts Department of Public Health.

An application for a License to Manufacture and/or Distribute Food at Wholesale is available at <http://mass.gov/dph/fpp/pdf/foodapplication.pdf>

A guidance document, "Notice for Applicants for a License to Manufacture/Distribute Food at Wholesale from a Residential Kitchen," is available at

<http://mass.gov/dph/fpp/reskit.pdf>

Official copies of the regulations are available at the State Bookstores:

Bookstore, Room 116
Massachusetts State House
Beacon Street
Boston, MA 02133
or telephone:
Boston: 617-727-2834
Springfield: 413-784-1376
Fall River: 508-646-1374

February 2005

590.009(D) as well as the Administration and Enforcement sections (105 CMR 590.010 through 590.021), except they shall be exempt from 105 CMR 590.043, "Plan Submission and Approval" in which case only an intended menu shall be submitted to the board of health with their application for permit. However, bed and breakfast establishments with ten guestrooms or more shall comply with all provisions of 105 CMR 590.000.

- (b) Bed and breakfast homes and bed and breakfast establishments, which require a permit, shall be inspected by the board of health upon application for an original permit and within the six months prior to renewal of a permit, and as often as necessary for the enforcement of 105 CMR 590.000.
- (c) Food preparation and protection: Residential kitchens in bed and breakfast homes and bed and breakfast establishments.
 - (1) Food shall be prepared and protected in accordance with 105 CMR 590.000.
 - (2) Food, utensils and equipment shall be stored in a manner to avoid contamination.
 - (3) The following food handling practices for potentially hazardous foods are prohibited: cooling and reheating prior to service, hot holding for more than two hours, and service of leftovers.
 - (4) All food temperature requirements shall be met as contained in 105 CMR 590.000. Hot and cold holding equipment shall be provided to maintain potentially hazardous foods at temperatures required by 105 CMR 590.000.

(2) Residential Kitchens: Retail Sale.

- (a) A food establishment permit shall be required if food is prepared in or distributed from a residential kitchen for retail sale except as exempted under the definition of food establishment in 105 CMR 590.002 and shall comply with the minimum requirements of 105 CMR 590.009(D) as well as the Administration and Enforcement sections (105 CMR 590.010 through 590.021), except they shall be exempt from 105 CMR 590.043, "Plan Submission and Approval" in which case only an intended list of food to be prepared or distributed shall be submitted to the board of health with their application for permit. In addition, the following requirements shall be met:
- (b) Food Preparation and Protection: Residential Kitchen for Retail Sale.
 - (1) Only non-potentially hazardous foods and foods which do not require refrigeration and a variance in accordance with 105 CMR 590.010(H) shall be prepared in or distributed from a residential kitchen for retail sale to the public except as exempted under the definition of food establishment in 105 CMR 590.002. Ingredients that are potentially hazardous foods, such as milk, cream, and eggs, may be used in food preparation for the public provided that the final product is not a potentially hazardous food.
 - (2) Wholesale operations requiring a food processor registration by the Department shall not be conducted in an establishment holding a residential kitchen permit.
 - (3) Only immediate family members residing in the household may prepare food for retail sale in a residential kitchen.

(3) General Requirements for All Residential Kitchens.

- (a) Food supplies. Food shall be obtained from approved sources, shall be in sound condition, and be safe for human consumption. Foods, which do not comply with 105 CMR 590.000, shall not be served to the public and shall either be stored separately or labeled for private use. A separate shelf or portion thereof within a refrigerator shall be an acceptable form of separate storage. In addition to requirements set forth in FC 3-201.11(C), packaged food shall also meet requirements set forth in 105 CMR 520.000: *Labeling*.
- (b) Personal health and hygiene. Food employees shall conform to employee health and hygiene requirements in 105 CMR 590.000.
- (c) Handwashing. A soap dispenser and disposable towels for use in handwashing shall be provided at the kitchen sink. This sink shall not be used for handwashing after toilet use but may be used for food preparation and warewashing provided it is cleaned and sanitized prior to and between use.
- (d) Toilet Room. A toilet room shall be available for use by food employees. Toilet rooms opening to the kitchen or dining area shall have adequate ventilation. Ventilation may be provided by window(s) or by mechanical means. A soap dispenser and disposable towels shall be provided for handwashing in toilet rooms used by food employees.
- (e) Equipment And Utensil Design And Construction. All equipment and utensils shall be constructed of safe materials and maintained in good repair.
- (f) Food-contact surfaces. All food contact surfaces, counters, sinks and work surfaces in the establishment shall be smooth, non-absorbent and easily cleanable.
- (g) Cleaning and sanitizing.
 - (1) Food contact surfaces of equipment, tableware and utensils shall be cleaned and sanitized prior to food preparation for the public and after each use in accordance with 105 CMR 590.000.
 - (2) For manual cleaning and sanitizing of cooking equipment, utensils and tableware, three compartments shall be provided and used; or a two compartment sink may be used if single service tableware is provided, or when an approved detergent sanitizer is used in accordance with FC 4-501.114 and FC-4-301.12. The board of health may allow the use of compartments other than sinks, such as tubs and basins.
 - (3) A domestic or home style dishwasher may be used provided the following performance criteria are met:
 - (a) The dishwasher must effectively remove physical soil from all surfaces of dishes, equipment and utensils.
 - (b) The operator shall provide and use daily a maximum registering thermometer or a heat thermal label to determine that the dishwasher's internal temperature is a minimum of 150°F after the final rinse and drying cycle. Records of this testing shall be kept on file for 30 days.
 - (c) The dishwasher must be installed and operated according to manufacturer's instructions for the highest level of sanitization possible when sanitizing residential kitchen facilities' utensils and

tableware; a copy of the instructions must be available on the premises at all times.

- (4) There shall be sufficient area or facilities such as portable dish tubs and drain boards for the proper handling of soiled utensils prior to washing and of cleaned utensils after sanitization so as not to interfere with safe food handling, handwashing and the proper use of dishwashing facilities. Equipment, utensils and tableware shall be air-dried.

(h) Insect proof/rodent proof.

- (1) Food service preparation and storage areas shall be constructed and maintained to prevent the entry of pests and other vermin.
- (2) Pesticides and rodenticides shall be applied according to law.

(i) Premises.

- (1) Pets may be present on the premises, but shall be kept out of food preparation and dining areas during food preparation and service to the public.
- (2) Laundry facilities may be present in the kitchen, but shall not be used during food preparation and service to the public.
- (3) Cooking facilities in the kitchen shall not be available to guests.

(j) Garbage receptacles. Impervious receptacles shall be provided for storage of garbage and refuse.

(k) Water supply. Hot and cold water under pressure shall be provided and shall be from an approved source.

(l) Sewage. Sewage shall be disposed of through an approved system that is:

- (1) A public sewage treatment plant; or
- (2) An individual sewage disposal system that is sized, constructed, maintained, and operated according to law.

Anti-Choking Procedures in Food Service Establishments. [105 CMR 590.009(E)]

Pursuant to M.G.L. c. 94, § 305D, each food service establishment having a seating capacity of 25 persons or more shall:

- (1) Have on its premises, while food is being served, an employee trained in manual procedures approved by the Department to remove food lodged in a person's throat; and
- (2) Make adequate provision for insurance to cover employees trained in rendering such assistance.

Tobacco Products: Notice and Sale. [105 CMR 590.009(F)]

- (1) In conformance with M.G.L. c. 270, § 6 and §6A, a food establishment shall not sell cigarettes, chewing tobacco, snuff or tobacco in any of its forms or cigarette rolling papers to any person under the age of 18. In conformance with M.G.L. c. 64C, § 10, a food establishment, in which a vending machine for the sale of cigarettes or tobacco is located, shall not permit a person under the age of 18 to use such machine.
- (2) In conformance with M.G.L. c. 270, § 7, in any food establishment in which cigarettes are sold by means other than a vending machine, a copy of a notice meeting the



**DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF THE BOARD OF HEALTH**

Town of Arlington

27 Maple Street
Arlington, Massachusetts 02476

Christine Connolly Sharkey, MPH, CHO
Director of Health and Human Services

Tel: 781 316-3170
Fax: 781 316-3175

Residential Kitchen Documents required

- Provide a list of foods to be prepared for sale/service
 - Provide a list of Food Suppliers (where food will be purchased)
 - If planning to wholesale products- you must obtain a Wholesale Permit from Mass. Department of Public Health
 - If planning to wholesale products- must provide copies of labeling for all products- labels must be in accordance with 105 CMR 590.000 (1999 Food Code)
-

Guidelines for Residential Kitchen Inspections:

- Good Health / Hygiene practices
- Sink for hand washing with soap and paper towels
- Toilet room- clean and sanitary condition
- Equipment must be in good repair
- Food contact surfaces must be smooth and easily cleanable
- Must have a dishwasher or 2 compartments sink
- Must be insect and rodent proof
- Pets on the premises must be out of the preparation area during prep times.

Food Allergen Labeling

The Food Allergen Labeling and Consumer Protection Act of 2004 (FALCPA) addresses the labeling of foods that contain any of the eight major food allergens.

FALCPA defines "major food allergens" as

- Milk
- Egg
- Peanuts
- Soybeans
- Fish
- Crustacean Shellfish
- Tree Nuts
- Wheat

All ingredients that contain a major food allergen must be labeled, regardless if they might otherwise be exempted from labeling by being a spice, flavoring, coloring or incidental additive.

FALCPA requires the labeling of food allergens in one of two ways.

1. In the ingredient statement, include the name of the food source in parentheses following the common or usual name of the major food allergens. For example: Ingredients Flour (wheat), whey (milk)
2. Following the ingredient statement, place the word, "Contains" followed by the name of the food source from which the major food allergen is derived. For example: *Contains Wheat, Milk*

FALCPA requires that:

- For Tree Nuts, the specific type of nut must be declared.
Example: almonds, pecans, walnuts, etc.
- For Fish and Crustacean Shellfish, the species must be declared: Example: cod, salmon, lobster, shrimp, etc.

FALCPA's requirements apply to all packaged foods sold in the United States, including both domestically manufactured and imported foods.

Resource Information on Labeling

Principal display panel
105 CFR 520.101
21 CFR 101.0

Information panel
105 CFR 520.102
21 CFR 101.2

Identity labeling of food
105 CFR 520.103
21 CFR 101.3

Nutrition labeling
105 CFR 520.109
21 CFR 101.9

Misbranding of food
105 CFR 520.118
MGL C. 94 sec. 187
21 CFR 101.18

Mandatory labeling information
105 CFR 520.020

Natural and organic labeling
105 CFR 520.116

Trans Fat
<http://www.cfsan.fda.gov/~dms/transgui.html>

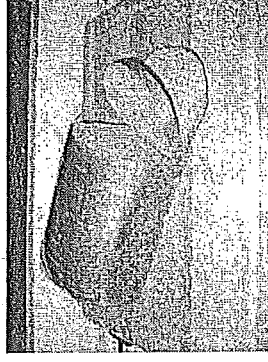
Allergens

- Food Allergen Labeling and Consumer Protection Act of 2004 (FALCPA) (Public Law 108-282)
- Guidance for Industry
<http://www.cfsan.fda.gov/~dms/alrguid4.html>

NOTE: This brochure is only a guide.

Since regulations are amended from time to time, it is the responsibility of licensees to know and abide by all current labeling regulations. Always consult official Massachusetts and federal regulations to ensure labels are in full compliance.

Massachusetts Minimum Requirements for Packaged-Food Labeling



WHEAT BREAD

Ingredients: Flour (bleached wheat flour, malt barley, flour, niacin, iron, potassium thiamine, thiamine mononitrate, riboflavin, folic acid), Sugar, Eggs, Water, Milk, Margarine (liquid soybean oil, partially hydrogenated soybean oil, water, salt, whey, soybean lecithin, vegetable mono & diglycerides, sodium benzoate as a preservative, potassium caseinate [a milk protein], artificially colored, FD&C Red #3, artificially flavored, vitamin A, dalmatinate added), Yeast, Salt

Sell by: 9/22/07
Net Weight: 1 pound (16 oz.)

The Bakery
412 Main Street
Anytown, MA 01234

Food Protection Program
Bureau for Environmental Health
Massachusetts Department of Public Health

July 2007, 3rd edition

Minimum Requirements for Packaged-food Labeling

The Massachusetts Food Protection Program has prepared this guide to help you develop a food label that complies with Massachusetts and federal labeling requirements. For additional information, please refer to the resources listed on the back panel.

Foods that Require Labeling

All packaged foods must be labeled in accordance with Massachusetts and federal labeling regulations, including all foods intended for retail sale that are manufactured in licensed residential kitchens.



For interpretations and assistance with labeling regulations, please contact:

**Food Protection Program
Bureau for Environmental Health
Massachusetts Department of Public Health
305 South Street
Jamaica Plain, MA 02130**

**Phone: 617-983-6712
Fax: 617-983-6770
TTY: 617-624-5286
Web: www.mass.gov/dph/fpp**

**Or the U.S. Food and Drug Administration
<http://www.cfsan.fda.gov/label.html>
Office of Nutritional Products, Labeling, and
Dietary Supplements: 301-436-2371**

Minimum Information Required on a Food Label

The Massachusetts and federal labeling regulations require the following information on every food label:

- Common or usual name of the product.
- **All** ingredients listed in descending order of predominance by weight, and a complete listing of sub-ingredients.
Example of a sub-ingredient: Flour (bleached wheat flour, malt barley, flour, niacin, iron, potassium thiamine, thiamine mononitrate, riboflavin).
- Net weight of product.
Dual declaration of net weight, if product weighs one pound or more.
Example: 1 pound [16 oz.]
"Keep refrigerated" or "Keep frozen" (if product is perishable).
- All perishable or semi-perishable foods require open-dating and recommended storage conditions printed, stamped, or embossed on the retail package.
Once an open-date has been placed on a product, the date may not be altered.
- Name and address of the manufacturer, packer, or distributor. If the company is not listed in the current edition of the local telephone book under the name printed on the label, the street address must also be included on the label.
- Nutrition labeling.
- If a food product has a standard of identity, the food must meet the standard in order to be offered for sale under that product name.
- All FDA certified colors.
Example: FD&C Yellow #5, FD&C Red #3

Massachusetts Open-dating Regulation

To comply with the Massachusetts open-dating labeling regulation, a "sell-by" or "best-if-used-by" date is required if the product has a recommended shelf life of fewer than 90 days.

Foods exempt from this requirement include: fresh meat, poultry, fish, fruits, vegetables offered for sale unpackaged or in containers permitting sensory examination, and food products pre-packaged for retail sale with a net weight of less than 1½ ounces.

Foods may be sold after the open-date if the following conditions are met:

- It is wholesome and good quality.
- The product is segregated from food products that are not "past date," and the product is clearly marked as being "past date."

Health Claims

Health claims allowed by the FDA on a label are limited to the following relationships between diet & disease:

1. Calcium & reduced risk of osteoporosis
2. Sodium & increased risk of hypertension
3. Dietary saturated fat and cholesterol & increased risk of heart disease
4. Dietary fat & increased risk of cancer
5. Fiber-containing grain products, fruits, and vegetables & reduced risk of cancer
6. Fruits/vegetables & reduced risk of cancer
7. Fruits, vegetables, and grain products that contain fiber, particularly soluble fiber & reduced risk of heart disease
8. Soluble fiber from certain foods & reduced risk of heart disease
9. Folic acid & reduced risk of neural tube defects
10. Soy protein & reduced risk of heart disease
11. Stanols/sterols & reduced risk of heart disease
12. Dietary non-carbogenic carbohydrate sweeteners & reduced risk of tooth decay

HACCP an Specialized Plans

HACCP (Hazard Analysis Critical Control Point) Plans are required for seafood, juice, and meat and poultry processors. HACCP Plans, when required by regulation, are necessary for licensure. Low-acid canned food and acidified food processors also must register and file a scheduled process with the FDA.

If you are unsure whether your processing operation requires a HACCP Plan or scheduled process, please review the regulations and contact the Food Protection Program prior to inspection at 617-983-6700.

Labeling

All packaged foods must be labeled in accordance with Massachusetts and federal labeling regulations. The Massachusetts regulations is:105 CMR 520.000: Labeling

The Massachusetts Food Protection Program has prepared a guide to help you develop a food label that complies with Massachusetts and federal labeling requirements.

A copy of the brochure, Massachusetts Minimum Requirements for Packaged-Food Labeling is posted on the Food Protection Program Website: www.mass.gov/dph/fpp.

Resource Information on Starting a Wholesale Food Business

New England Food Entrepreneurs

This website is designed to help you start, maintain, or expand a food business.
<http://www.umass.edu/nefe/index.html>

Massachusetts Minimum Requirements for Labeling (a brochure)

http://www.mass.gov/Eeohhs2/docs/dph/enviro/mental/foodsafety/food_label_brochure.pdf

Massachusetts Nutrient Data Bank

Assists businesses with nutritional labeling information to meet the requirements of the federal nutrition labeling regulations.

<http://www.umass.edu/sphs/nutrition/outreach/mndb.html>

Massachusetts Regulations

Go to: www.mass.gov/dph/fpp, and in Quick Links, click on Food Protection Program regulations.

Massachusetts License Applications

Go to: www.mass.gov/dph/fpp, and in Quick Links, click on License Application Forms.

NOTE: This brochure is only a guide.

Since regulations, licensing requirements, inspection standards and labeling requirements are amended from time to time, it is the responsibility of licensees to know and abide by all current regulations, licensing requirements, inspection standards, and labeling requirements. Always consult official local, state and federal regulatory agencies to ensure your business is in full compliance.

Starting a

Wholesale Food Business

In Massachusetts

-
- Regulations
 - Licensing
 - Inspections
 - Labeling

Food Protection Program
Bureau of Environmental Health
Massachusetts Department of Public Health

January 2008
2nd edition

Starting a Wholesale Food Business

The Massachusetts Department of Public Health's Food Protection Program has prepared this guide to help you comply with Massachusetts and federal requirements in order to start a wholesale food business. For additional information, please refer to the resources listed on the back panel.

A wholesale food business sells products to other businesses; it does not sell products directly to the consumer.

The Massachusetts Department of Public Health's Food Protection Program regulates and inspects all wholesale food businesses in the Commonwealth of Massachusetts.

These businesses include:

Milk Pasteurization
Dairy Products, e.g., cheese and ice cream
Seafood (including seafood transport)
Food Processing (including meat and poultry)
Food Warehouses
Food Distribution Centers
Wholesale Residential Kitchens
Bottled Water
Carbonated Beverages

Retail Food Establishments

Retail Food Establishments such as restaurants, food stores, mobile food units, retail residential kitchens, catering Operations, farmer's markets, and temporary food events, are inspected and licensed by the local/municipal Health Department.

For more information, go to www.state.ma.us/dph/fpp/retail or contact the Local Health Department. A roster of Boards of Health is available at www.mhoa.com.

Regulations

The Massachusetts Regulations for food establishments are posted on the Food Protection Program Website. Go to: www.mass.gov/dph/fpp, and in Quick Links, click on Food Protection Program regulations.

You may buy copies of the regulations at the State Bookstores:

Boston: 617-727-2834
Springfield: 413-784-1376
Fall River: 508-646-1374

The regulations most often used include:

105 CMR 500.000: Good Manufacturing Practices for Food
105 CMR 520.000: Labeling
105 CMR 530.000: Sanitation in Meat and Poultry Processing Establishments
105 CMR 531.000: Inspection of Meat Slaughtering and Processing
105 CMR 532.000: Inspection of Poultry and Poultry Products
105 CMR 533.000: Fish and Fishery Products
105 CMR 570.000: The Manufacture, Collection, and Bottling of Water and Carbonated Non-alcoholic Beverages
105 CMR 541.000: Milk and Milk Products, Grade A Condensed and Dry Milk Products, Grade A Pasteurization Plants
105 CMR 561.000: Frozen Desserts and Frozen Dessert Mixes

For assistance about regulations, licensure, and inspection of a wholesale food business, please contact:

Food Protection Program
Bureau of Environmental Health
Massachusetts Department of Public Health
305 South Street
Jamaica Plain, MA 02130

Phone: 617-983-6700
TTY: 617-624-5286
Fax: 617-983-6770
Web: <http://mass.gov/dph/fpp>

Licensing and Inspections

In Massachusetts, all wholesale food businesses must have a license to operate.

Copies of license applications may be found on the Food Protection Program website: www.mass.gov/dph/fpp, and in Quick Links, click on License Application Forms.

You may also call the Food Protection Program at 617-983-6700, and ask the staff to mail, email or fax an application.

After the license application and fee are received by the Food Protection Program, the application is processed by the Licensing Unit, and forwarded to the field inspection staff. An inspector will visit the facility and conduct an inspection.

For some wholesale food businesses, the inspection will be conducted by both the state and local health department.

The basic inspection determines whether the food business complies with all food sanitation regulations, including the standards listed in the Massachusetts regulation, Good Manufacturing Practices (105 CMR 500.000).

Some of the standards include:

- Plant Construction and Design
- Water Supply and Plumbing
- Employee Health and Hygiene
- Maintenance of Equipment and Utensils
- Control Programs for Monitoring the Safe Handling of Food
- Temperature Controls
- Sanitation and Cleaning Operations
- Product Labeling
- Cleanliness and Maintenance of the Grounds and Indoor Area