City of Concord
Code Administration Dept
Health and Licensing
37 Green Street
Concord NH 03301
603-225-8580

Basic Requirements for Food Service Establishments

Revised 10/16/12

1. **Food Protection Employee Certification Required. (Serv-Safe)**
2. All necessary permits must be obtained from the Code Administration Office before any construction is started. Building, Electrical, Plumbing, Mechanical, Fire, when required.
3. Submit plans drawn to scale; equipment placement, walls, ceiling and floor coverings.
4. Walls, light in color, easily cleanable, using Kal-lite, Formica, Tile, or similar
5. Floors, easily cleanable, no wood, rugs, or carpets
6. Ceilings; smooth, non-porous, easy to clean, light in color fire rated in Kitchen area.
7. National Sanitation Foundation (NFS) or equivalent equipment required.
8. Public Restrooms with self-closing doors as required
9. Employee Restrooms with self-closing doors, and lockers as required
10. Floor drains required for new construction.
11. Stainless steel must be installed behind frialators, grills and related equipment.
12. Hood, ventilation and fire suppression systems require Fire Dept approval.
13. Pot sink, 3-bays sized to accommodate largest equipment; drain boards both sides.
14. Food-prep sink with air gap, at least one drain board. Minimum size 18x18x12″deep. Use floor sink whenever possible.
15. Hand wash sinks appropriately placed with approved dispensers.
16. Utility sink conveniently located, vacuum breaker or backflow prevented on faucet. Floor mounted mop sink installed whenever possible.
17. Dishwasher as required.
18. Food prep work surfaces must be easily cleanable; Formica, stainless or similar.

19. Approved sewage disposal as required.

20. Approved outside rubbish disposal, enclosed area, and non-absorbent surface, as required.

21. Proper ventilation of bathrooms to outside.

22. Monthly contract with a licensed pest exterminator service.

23. No smoking as required by State of NH.

24. Temperature measuring devices for all hot and cold units.

25. Operational Inventory.