

RESTROOMS, EMPLOYEE CHANGE & STORAGE AREAS

Toilet facilities, convenient for use by employees, must be provided **within** the facility. Employees must be able to properly wash their hands before leaving the toilet facilities. The number of toilet facilities (including handicapped) is to be in accordance with local building and plumbing codes. Other requirements include:

- Customer toilet facilities must be located so customers do not have to pass through food preparation, food storage, or utensil washing areas.
- Hand washing sinks must be provided within or immediately adjacent to each toilet room. The lavatory must be provided with warm (100°F) and cold running water via a pre-mixing faucet. Soap and hand towels must be provided from permanently mounted enclosed, single-service dispensers. Toilet tissue is to be provided in permanently mounted, enclosed dispensers located at each toilet.
- Signs directing employees to wash their hands after using toilet facilities must be conspicuously posted.
- Restrooms are to be provided with tight-fitting, self-closing doors.
- Toilet rooms are to be provided with ventilation to outside air. If adequate ventilation cannot be provided by a screened window (openable) or airshaft, then mechanical ventilation that is integrally controlled by the light switch is to be provided.
- Public toilet facilities must be provided in each food establishment with more than 20,000 square feet of floor space. Separate men and women's toilet facilities must be provided in these facilities.
- Regardless of the size of the food establishment, public toilet facilities are required in all food establishments located in new buildings constructed after January 1, 2004, if food or beverage is consumed on the premises.
- A vestibule is recommended if an employee restroom opens up into an area where food is prepared or stored, or where utensils are washed or stored.
- Toilet rooms are not to be used for the storage of food, utensils, equipment, or employee belongings.

EMPLOYEE CHANGE/STORAGE AREAS

A room, enclosure, or designated area (at least 4 feet x 5 feet recommended) is to be provided where employees may change and store their outer garments and personal belongings. This could include lockers, shelves, coat hooks, or cabinets. A larger change room or an additional space may be required depending on the total number of employees. This area is to be separated from toilets,

food storage, food preparation areas, utensil washing, utensil storage areas, and cleaning equipment/supply storage areas. Such rooms, areas, or enclosures are to be used for no other purpose.

Where lockers are used, they must be mounted on an integrally coved base (see floor section of this handout), wall-mounted at least 6-inches above the floor, or on approved minimum 6-inch high legs. If on legs less than 6-inches apart, no more than four lockers may be installed in a row.