1. **PURPOSE**

These guidelines will assist the owner/operator of vending machines in providing a **safe food product to people consuming food products from the vending machine.**

2. **DEFINITION**

A vending machine is a self service device that upon insertion of a coin, coins, tokens, or debit cards, automatically dispenses unit servings of food either in bulk or in packaged form.

3. **FOOD QUALITY**

Prepackaged food dispensed from a vending machine should be packaged in a licenced food premises or federally inspected premises. The food products in a vending machine should not be of questionable quality. Particular attention should be paid to the following recommendations.

3.1 Obtain food from establishments that are licenced to prepare and sell food.

3.2 Perishable foods should not be held at room temperature longer than two hours.

4. **FOOD STORAGE & TRANSPORTATION**

Perishable foods, during transportation to the vending machine and storage in the vending machine, must be kept at appropriate temperatures. That is, foods must be kept outside of the **DANGER ZONE!**

4.1 Danger Zone:

4.1.1 Cold foods need to be stored at or below 4°C.

4.1.2 Hot foods need to be stored at or above 60°C.

5. **CONSTRUCTION OF VENDING MACHINE**

Vending machines should be constructed so that:

5.1 The machine is sealed to the floor or is mounted on legs not less than 15 centimetres in height or on casters or rollers that permit ease of movement for cleaning purposes.
5.2 Service connections through the exterior of the machine are sealed and are such as to prevent or discourage unauthorized disconnections.

5.3 Any condenser unit forming part of the machine is sealed from product and container storage spaces.

5.4 Ventilation louvres and openings are screened against the entrance of insects. The recommended screen size is not less than 16 mesh to each 2.54 cm² (1inch²)

6. PRODUCT DISPENSING & STORAGE

6.1 Automatic Controls

⇒ A vending machine should have automatic controls that will prevent the vending of perishable foods where:
  – the temperature of a refrigerated compartment exceeds 4°C, or
  – the temperature of a heated compartment falls below 60°C

⇒ A vending machine should have an automatic shut-off control that will prevent the overflow of liquid waste where such wastes are collected inside the vending machine.

6.2 Surfaces

⇒ Containers used for liquid food products should be covered to prevent contamination.

⇒ Door and panel access openings to product and container storage spaces should be tight-fitting to prevent the entrance of any contaminating substance or thing.

⇒ Openings by which food is delivered are protected by means of self-closing and tight-fitting doors or covers
7. **CLEANING OF VENDING MACHINE**

7.1 All components of a vending machine that come into contact with food must be cleaned and sanitized in a manner that prevents the contamination of food being served from the machine.

7.2 Containers and fittings must be able to be disassembled to permit cleaning and sanitizing or so arranged that cleaning and sanitizing solutions can be circulated throughout the fixed system.

7.3 Food storage compartments in which spillage may occur should be self-draining.

8. **WATER SUPPLY**

Where water is an automatically admixed ingredient or a sole ingredient for the manufacture of ice, the vending machine must be provided with a potable water supply piped into the machine under pressure.

The machine must have an appropriate design that will prevent the entrance of carbon dioxide or carbonated liquid into the water supply system.

9. **DISPLAY OF OWNERSHIP**

The name and telephone number of the operator of the vending machine must be prominently displayed on the vending machine when an employee is not in full-time attendance.