

Hokudai-sai Food Hygiene Guideline

Office of the Hokkaido University Festival Executive Committee
Hygiene Safety Staff

1. Introduction

Many Food Booths that handle food operate during Hokudai-sai. However, most students are not accustomed to cooking outdoors, and therefore the condition of food or the cooking process may become unhygienic. In addition, in June, when Hokudai-sai is held, temperatures and humidity rise, which increases the risk of food poisoning. **In the past, at a university festival held around the same time as Hokudai-sai, there was a case in which food poisoning caused by crepes occurred, and the entire university festival was cancelled.** Therefore, if food poisoning occurs during Hokudai-sai, there is a sufficient possibility that Hokudai-sai may be cancelled in the worst case.

Therefore, in order to reduce the possibility of food poisoning as much as possible, this guideline summarizes the notes for handling food under the guidance of the Sapporo City Kita Health Center. Accordingly, anything that violates this guideline cannot be provided. Please note that this guideline may be subject to change depending on the views of the Sapporo City Kita Health Center or other circumstances.

2. Foods with Restrictions / Prohibited Foods

For foods that have caused food poisoning incidents in the past, or foods that the Office of the Hokkaido University Festival Executive Committee (For short: Hokudai-sai Office) considers to have a high risk of causing food poisoning, provision may be prohibited or certain restrictions may be imposed on their provision.

For example, the following food falls under this category

- **Pickles**
The provision of pickles is prohibited because the food is not heat-sterilized, and in the case of lightly pickled products the salt concentration is low, which allows bacteria that cause food poisoning to proliferate easily.
- **KEBAB**
The provision of KEBAB is strictly prohibited because a food poisoning incident occurred in the past at a university festival in Japan.
- **Shellfish (e.g. oysters / scallops) ***
The provision of shellfish is prohibited because it is not only difficult to determine whether they are fully cooked, but there is also a high risk of mass food poisoning caused by norovirus.
※ Only pre-cooked frozen scallop products may be used.

3. Notes on Food

- **The provision of meat / seafood / eggs without heating is prohibited.** Be sure to cook them fully until the inside is completely cooked.
- **For shellfish, only pre-cooked frozen scallop products may be used. When using them, provide them only after they have been fully cooked.**
- **Cracking eggs in advance and leaving them stored is prohibited.**
- **The provision of vegetables without heating is prohibited.** In addition, the use of vegetables that have deteriorated and become discolored or deformed is also prohibited.
- As far as possible, use fruits that are frozen or **canned***, and do not cut them yourself.
※ For fruits that are not sold as canned products (e.g. bananas), their use may be permitted depending on the hygienic environment. In such cases, please consult the

Hygiene Safety Staff by email in advance.

- **Preparation such as cutting or skewering meat / seafood is prohibited. Be sure to purchase products that have already been cut or skewered.**
- **When cutting vegetables, do not do so inside the tent. Instead, perform the task indoors in a clean location equipped with water supply and drainage facilities. In addition, the location for this work must be unified to one place within each Tent, and the task must be carried out under the supervision of the Tent Leader, or the Fire Safety Manager and Hygiene Safety Manager.**
- **Tasks such as kneading or shaping dough by hand (including when wearing Disposable Cooking Gloves) for items such as bread dough or dumpling wrappers must be carried out indoors in a clean location equipped with water supply and drainage facilities. In addition, the location for this work must be unified to one place within each Tent, and the task must be carried out under the supervision of the Tent Leader, or the Hygiene Safety Manager.**
- When selling rice dishes, prepare rice using a rice cooker inside the tent and keep it in a warm state until immediately before serving. Water used for cooking rice must be prepared individually by Tent members at their homes or similar locations. Water from the Sink or other water sources on the Campus cannot be used for cooking.
- Soups or similar foods such as curry / sweet red bean paste / oden must be cooked inside the tent. Continue heating them until they are served, and stir them regularly.
- Do not provide handmade creams / jelly / pudding / almond tofu. Instead, use commercially produced products.
- When using rice, be sure to use pre-washed rice without rinsing it, and ensure that it does not come into direct contact with hands (including when wearing Disposable Cooking Gloves).
- **The use of fresh noodles is prohibited.**

4. Notes on Food Storage and Management

- **Use cooling equipment (e.g. refrigerators) as necessary to store food ingredients.**

Food must be stored as follows:

☑ **Items that can be stored at room temperature**

- Commercially produced unopened beverages excluding dairy products
- Dried foods / powdered foods / canned foods / retort packaged foods / rice / rice cakes / unopened liquid seasonings and cooking oil

※ Leaving food or beverages at room temperature after cooking is prohibited (including dough / sauce).

☑ **Items that must be stored in a refrigerator**

- Meat (including processed products such as lard / ham)
- Seafood (including processed products such as kamaboko)
- Egg
- Dairy products
- Items that have been opened
- Other items designated by Hokudai-sai Office

Food and beverages not listed above may also be stored in a Cooler.

- **When transporting food that is not permitted to be stored at room temperature, place it in a closed refrigerated container and, after arrival, store it promptly in the designated cooling equipment.**

5. Notes on Cooking

- **Persons who cook or serve food must wash and sanitize their hands.** The alcohol sterilizer for this purpose will be distributed by the Hokudai-sai Office.
- **Preparation and cooking from the day before are prohibited.**

- **Do not leave food at room temperature. Defrosting at room temperature and defrosting under running water are prohibited.**
- Use up all food ingredients used on the same day.
- **When turning off the refrigerator, do not leave food ingredients inside. Unopened items must be stored in a refrigerator at home or another appropriate location.**
- **Leaving food at room temperature during Late Night During Hokudai-sai is also a violation of the Food Hygiene Guideline, and you may receive guidance from Hokudai-sai Staff.**
- If you prepare food in advance, store it in a refrigerator or a Heated Display Case. However, do not store food for a long time (**more than two hours**) or prepare large quantities in advance. Food that is continuously heated, such as soup, must also be sold out **within two hours**.
- The water used for boiling noodles must be replaced every hour.
- Persons who are in poor health, who have injuries on their hands, or who handle the exchange of money must not be involved in cooking or serving food.
- Food whose cooking process includes fermentation cannot be served..
- The number of persons working simultaneously within a tent must not exceed the following numbers depending on the size of the tent:
Small 4-pole tent: 8 persons
Large 4-pole tent: 10 persons
6-pole tent: 15 persons

6. Notes on Equipment and Cooking Utensils

- Persons who cook or serve food must wear a clean apron, a triangular bandage or a clean hat that fully covers the hair, Disposable Cooking Gloves (made of rubber or vinyl), and a Disposable Face Mask. Disposable Cooking Gloves must be worn after washing hands and sanitizing them with an alcohol sterilizer.
- **If food or beverages are individually packaged (e.g. canned juice), the wearing of an apron and other hygiene equipment may not be required, depending on the sanitary conditions of the environment.**
- As a general rule, please provide food using disposable containers. If you have any questions or need consultation, please contact the Hygiene Safety Staff.
- When selling food outdoors, prepare a tent and Tent Sidewall that can cover three sides of the tent (both side faces and the rear face), and cook inside the tent. However, this does not apply in cases where there is a risk of fire.
- **When cooking, use cooking utensils and do not touch food ingredients directly with your hands (including when wearing Disposable Cooking Gloves).**
- Cooking utensils must be washed every hour. Cooking utensils used to cook eggs, milk, and similar ingredients must be washed every 20 minutes.
- Prepare a trash bin. Waste must be separated in accordance with the rules set by the Hokudai-sai Office.
- **When providing food in an Outdoor Food Booth, prepare a Mini Water Station within the Section by preparing a poly tank with a faucet (capacity of 18L or more is recommended), a bucket, soap, and paper towels.**
※ If it is difficult to secure a refrigerator, tent, or Tent Sidewall, please rent them from the rental company recommended by the University CO-OP. Details will be explained by the Hokudai-sai Office.
- When cooking within the tent, the use of knives is prohibited.

7. Use of the Eating Area

- Please encourage visitors to sanitize their hands and seats with sanitizer.

8. Serving Food and Beverages Indoors

- The provision of food and beverages indoors is limited to beverages such as canned juice and PET bottles (commercially produced products), and foods such as individually packaged bread and cookies (commercially produced products).
- Cooking food and beverages is prohibited, and the use of heating equipment such as a Heated Display Case (including microwave ovens) is also prohibited.
- Food and beverages must be provided within the tent. Providing food and beverages to visitors outside the tent, or selling food outside tents, is prohibited.
- If food or beverages are individually packaged (e.g. canned juice), wearing an apron and other hygiene equipment may not be required, depending on the sanitary conditions of the environment.
- Tents that provide food must encourage purchasers to use the outdoor Eating Area in order to maintain indoor sanitary conditions and prevent damage or contamination inside the building.

9. Other Notes

- **Please note in advance that the Hokudai-sai Office may impose restrictions on cooking methods or provided food if they are judged to have hygiene problems.**
- Do not conduct selling food outside tents or offer food samples.
- Please refrain from shouting loudly.
- **Hygiene conditions will be inspected during Hokudai-sai. If Hokudai-sai Staff point out any hygiene problems at that time, you must make improvements.**
- The Food Ingredients List must be displayed in a position visible to visitors.
- **Do not use food ingredients that are not listed on the Food Ingredients List. In addition, do not revise the Food Ingredients List yourself. Please contact Hygiene Safety Staff or come to the Hokudai-sai Office Room (N204) in the Institute for the Advancement of Higher Education Higher Education Building.**

After the Recipe Details are collected, we will consult the Sapporo City Kita Health Center, and if there are any problematic foods or cooking processes in the submitted Recipe Details, we will notify you by email sequentially after the Recipe Details submission deadline.

If you have any questions, please contact us by email at zengaku.eisei@hokudaisai.com.