



City of Rockford Fire Department



Mobile Food Cooking Requirements

This checklist will cover the City of Rockford Fire Department minimal requirements to operate a mobile food vehicle or trailer within the City. This is not an all-inclusive list. Other regulatory items shall also be followed as governed by the State of Illinois, City of Rockford, and the Winnebago County Health Department.

1. A minimum space of 10 feet shall be kept at all times from other vehicles/trailers, and structures. Do not block access to fire hydrants or building fire protection connections (NFPA 1)
2. All vehicles or trailers shall have their wheels chocked to keep temporary units from moving. (NFPA 1)
3. Generators shall be operated 10 feet away from propane or natural gas tanks. Liquid fuel (gasoline or similar) generators shall be filled off site and no gasoline shall be stored in any container on site. (NFPA 70)
4. Electrical extension cords shall not be permitted inside of the vehicle. All electrical wire connections shall be permanent to approved outlets. (State of Illinois)
5. LPG tanks shall be covered and protected from weather and public tampering. (NFPA 58)
6. No tanks shall be installed inside of the vehicle area (unless in an approved interior cabinet). Tanks cannot be mounted on the roof at any time. Internal cabinet mounted LPG tanks shall be monitored by a leak indicator (NFPA 1192 6.4.8)
7. No more than 2 – 100 pound tanks shall be allowed at any time. LPG, or other gas piping shall be installed by a licensed contractor (NFPA 6.23.5). Only U.S. DOT approved gas tanks shall be used. All tanks shall have manual shutoffs. (NFPA 58)
8. A minimum of one onsite employee shall be trained on how to check the gas system for potential leaks, trained in the use of extinguishers, calling 911 for help, and shutting off ignition sources. (NFPA 96)
9. OSHA approved propane or natural gas 3 in 1 hazard signs shall be placed on the outside of vehicles as close as possible to the tanks. A sample is shown of the symbol on the last page.

10. A no smoking sign in English and Spanish shall be posted close to the gas storage tanks. (NFPA 58)
11. Propane shut off markers (decals) shall be placed at LPG or natural gas valves. (NFPA 58)
12. The mounting of propane and natural gas tanks must withstand impact equal to four times the weight of the filled propane or natural gas container according to NFPA 58—6.23.3.4. Tanks must be secure (NFPA 58—5.2.4) and conform with NFPA standards relating to the safe mounting of tanks as described in (NFPA 58—6.23.3.3). Under these guidelines there are three permitted mounting options for propane and natural gas tanks:
 - a. Outside mounted in a semi-enclosed cabinet, with vents at the top and bottom to facilitate the diffusion of vapors, vapor-tight to the interior of the vehicle, with a weather-protected regulator and a leak indicator as described in NFPA 1192—6.4.8.
 - b. Outside mounted, secured on top and bottom and stabilized with a solid style strap (bungee style straps are not allowed), vapor-tight to the interior of the vehicle, mounted no less than 28" above the top of the bumper with a weather-protected regulator.
 - c. Chassis mounted, according to NFPA 58—6.23.3.4. No gas tanks shall be installed on the roof of the vehicle under any circumstances.
13. All vehicles shall be equipped with a working carbon monoxide detector (NFPA 1192 6.4.6).
14. Hood and Exhaust system; All cooking shall be conducted under a UL 300 approved hood. The hood and duct system shall be cleaned per the manufacture's specifications with a duration no longer than 3 month intervals. (NFPA 96- 5 and City of Rockford adopted Mechanical Code)
15. When a grill or stove and a deep fryer are adjacent to each other, there shall be an 8 inch high non-combustible splash shield between them, or a 16 inch space provided between them. (NFPA 96)
16. All trucks must have a minimum of a 2A10BC extinguisher installed. In addition a type K extinguisher of sufficient size shall be installed in vehicles with grills, stoves and deep fryers that produce grease laden vapors (NFPA 96).
17. All vehicles must be equipped with a working UL300 rated, automatic fire suppression system. The system shall be approved/tagged by a licensed contractor within one year of the date being used. (NFPA 96—10). The contractor shall be approved to complete this work by the State of Illinois.
18. All vehicles with a GWR of 8,000 pounds or greater shall keep a certificate of safety issued by the State of Illinois DOT (State of Illinois).

19. **Cooking Equipment.** All cooking appliances must be listed by Underwriters Laboratories or NSF International for mobile applications for the appropriate fuel and be clearly marked with the appropriate rating sticker.
20. All fat/grease fryers must have a lid over the container vat that can be secured in order to prevent the spillage of cooking oil during transit. This lid shall be secured at all times when the vehicle is in motion. (NFPA 1)
21. All propane and natural gas piping must be constructed and installed in accordance with NFPA 58—6.23.5. All propane and natural gas pipes and fixtures must be made of steel, copper or brass. No plastic or rubber piping of any kind will be permitted in the truck for any purpose.
22. **Automatic and Manual Shutoffs.** Each gas-fired appliance shall be equipped with an automatic device designed to shut off the flow of gas to the main burner and pilot in the event the pilot flame is extinguished. The main system shutoff valves located on or closest to the fuel tanks and sufficient to stop the supply of fuel from all fuel tanks must be clearly marked with the words “PROPANE AND NATURAL GAS SHUTOFF VALVE” permanently affixed to the outside of the vehicle in reflective decal material. (NFPA 58—5.20.7).
23. A propane leak detection test shall be performed on each date the propane appliances are in use. The attached form is a guide and shall be completed and kept on site at all times for review by the City of Rockford.

Method of Performing the Leak Detection Test for "Liquid Filled" Gauges.

Food Truck Name: _____ Date: _____

Owner/Operator: _____

Function Test

- 1. Ensure the doors and windows to the truck are in the open position.
- 2. Ensure that a leak detection gauge is installed in the appropriate location. (at or before the regulator)
- 3. Owner/Operator turns on the gas at the main cylinder until the line is pressurized and then the gas is turned off at the main tank. (Gauge will show pressure increase from zero until needle stops)
- 4. Owner/Operator shall observe the gauge for 3 minutes with no drop in pressure. If there is any drop in pressure, you are in need of equipment repair.
PASSED FAILED RETEST PASSED FAILED

Signature of test operator: _____

NOTE:

- If the gauge is a "dry gauge" then in order to be a food truck participant at the event, you are required to have the leak detection test performed by a qualified LPG Contractor or trained certified person(s).
- Inspection and approval by the AHJ shall not relieve the mobile food vendor's owner of the responsibility of compliance with the design, construction, installation, alternation, repairs, equipment maintenance, process and relocation of the mobile food truck.
- Inspection and approval shall not hold the AHJ responsible for the enforcement of regulations of such other regulatory agencies unless specifically mandated to enforce those agencies regulations.
- **A SECOND FAILED TEST SHALL REQUIRE THE VEHICLE TO BE PLACED OUT OF SERVICE UNTIL A QUALIFIED CONTRACTOR CAN EVALUATE AND MAKE NECESSARY REPAIRS.**

This document must be completed every date the items are in use. This must remain on site with the vehicle for review of inspection by the City of Rockford. Failure to do so may result in temporary closure of the business until this is completed.

ATTENTION.

Food Truck Operators

Are you aware that your compressed gas cylinders must be inspected?

Cylinders are required to be requalified, or replaced every 5-12 years depending on the cylinder type, condition, and previous requalification method (Ref. 49 CFR §§ 180.205(d) and 180.209).

The original manufacture/test date and any requalification/retest dates must be presented in a specific manner. Cylinders that are overdue for requalification must not be refilled.

If propane tanks are manufactured to ASTM Standards and built into the truck's body making it difficult to remove, then these tanks are exempt from the DOT reinspection requirements.

For more information, contact the Hazmat Info-Center: 1-800-467-4922.



RIN number identifying retester/requalifier

7^{A1} 14
32

Month last requalified Year last requalified

Requalification Date



Original Manufacture/ Test Date

If no requalification markings are found, the cylinder must be requalified within 12 years of the original manufacture date. (Must be requalified by 5/2017 in this example)



Volumetric Test.

Basic Marking. Must be requalified within 12 years of stamped date (Must be requalified by 7/2026 in this example)



Proof Pressure Test.

"S" indicates cylinder must be requalified within 7 years of stamped date (Must be requalified by 7/2021 in this example)



External Visual Test.

"E" indicates cylinder must be requalified within 5 years of stamped date (Must be requalified by 7/2019 in this example)



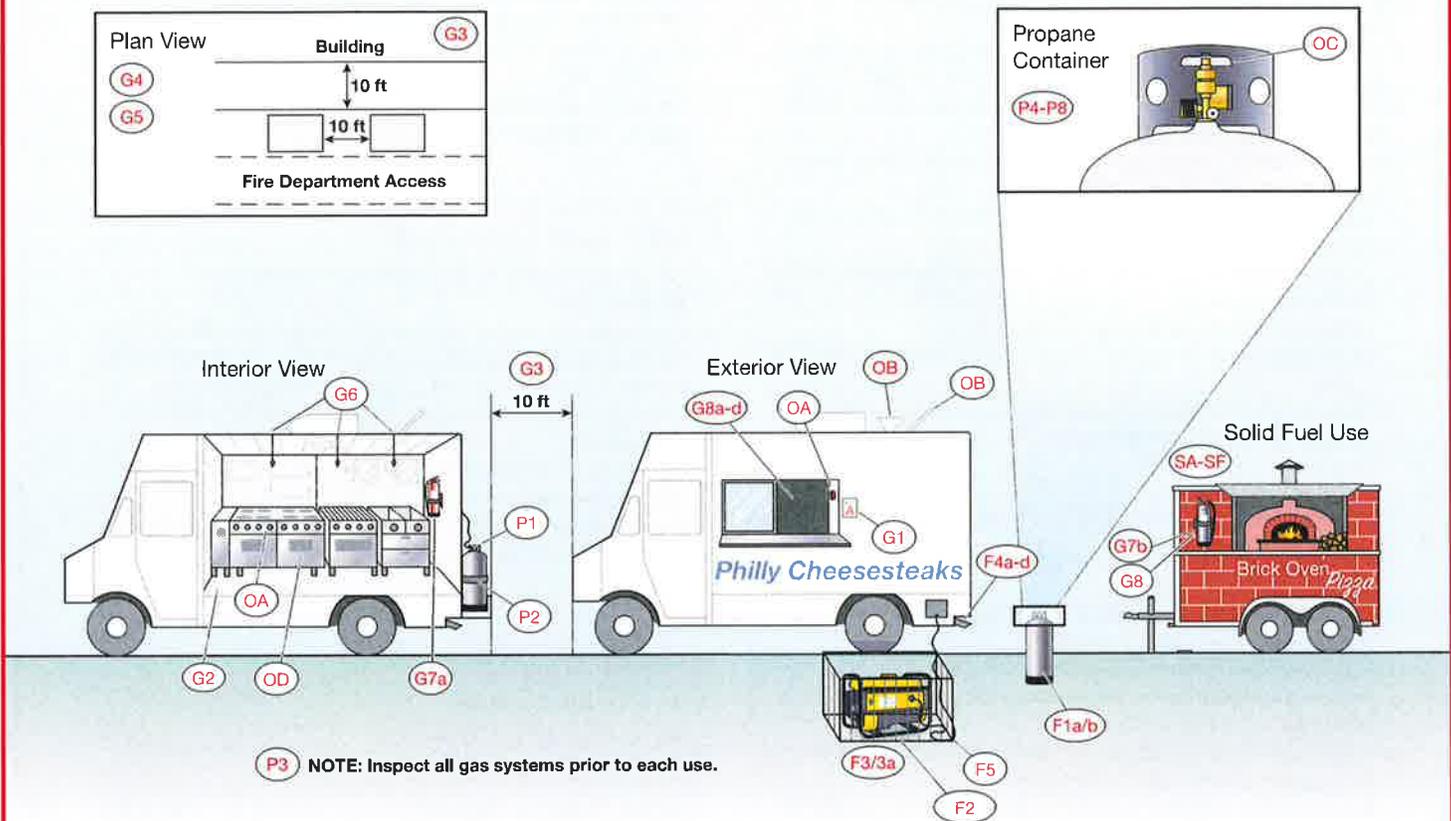
U.S. Department of Transportation
Pipeline and Hazardous Materials Safety Administration

If cylinder is out of test find an approved requalifier to requalify your cylinder. A list of DOT approved requalifiers is available from the PHMSA website:

<https://portal.phmsa.dot.gov/rinlocator>



FOOD TRUCK SAFETY



NFPA code references are provided at the end of each item. The red keys correspond to the NFPA food truck safety diagram. For more detailed information, see NFPA 1 and Annex B in NFPA 96.

General Safety Checklist

- Obtain license or permits from the local authorities. [1:1.12.8(a)] **G1**
- Ensure there is no public seating within the mobile food truck. [1:50.7.1.6.3] **G2**
- Check that there is a clearance of at least 10 ft away from buildings, structures, vehicles, and any combustible materials. [96:7.8.2; 96:7.8.3 for carnivals only] **G3**
- Verify fire department vehicular access is provided for fire lanes and access roads. [1:18.2.4] **G4**
- Ensure clearance is provided for the fire department to access fire hydrants and access fire department connections. [1:13.1.3; 1:13.1.4; 1:13.1.5] **G5**
- Check that appliances using combustible media are protected by an approved fire extinguishing system. [96:10.1.2] **G6**
- Verify portable fire extinguishers have been selected and installed in kitchen cooking areas in accordance with NFPA 10. [96:10.9.3] **G7a**
- Where solid fuel cooking appliance produce grease-laden vapors, make sure the appliances are protected by listed fire-extinguishing equipment. [96:14.7.1] **G7b**
- Ensure that workers are trained in the following: [96:B.15.1]: **G8**
 - Proper use of portable fire extinguishers and extinguishing systems [10:1.2] **G8a**
 - Proper method of shutting off fuel sources [96:10.4.1] **G8b**
 - Proper procedure for notifying the local fire department [1:10.14.9 for carnivals only] **G8c**
 - Proper procedure for how to perform simple leak test on gas connections [58:6.16, 58:6.17] **G8d**



FOOD TRUCK SAFETY CONTINUED

Fuel & Power Sources Checklist

- Verify that fuel tanks are filled to the capacity needed for uninterrupted operation during normal operating hours. [1:10.14.10.1 for carnivals only] **F1a**
- Ensure that refueling is conducted only during non-operating hours. [96:B.18.3] **F1b**
- Check that any engine-driven source of power is separated from the public by barriers, such as physical guards, fencing, or enclosures. [96:B.16.2.2] **F2**
- Ensure that any engine-driven source of power is shut down prior to refueling from a portable container. [1:11.7.2.1.2] **F3**
- Check that surfaces of engine-driven source of power are cool to the touch prior to refueling from a portable container. **F3a**
- Make sure that exhaust from engine-driven source of power complies with the following: **F4**
 - At least 10 ft in all directions from openings and air intakes [96:B.13] **F4a**
 - At least 10 ft from every means of egress [96:B.13] **F4b**
 - Directed away from all buildings [1:11.7.2.2] **F4c**
 - Directed away from all other cooking vehicles and operations [1:11.7.2.2] **F4d**
- Ensure that all electrical appliances, fixtures, equipment, and wiring complies with the NFPA 70®. [96:B.18] **F5**

Propane System Integrity Checklist

- Check that the main shutoff valve on all gas containers is readily accessible. [58:6.26.4.1(3)] **P1**
- Ensure that portable gas containers are in the upright position and secured to prevent tipping over. [58:6.26.3.4] **P2**
- Inspect gas systems prior to each use. [96:B.19.2.3] **P3**
- Perform leak testing on all new gas connections of the gas system. [58:6.16; 58:6.17] **P4**
- Perform leak testing on all gas connections affected by replacement of an exchangeable container. [58:6.16; 58:6.17] **P5**
- Document leak testing and make documentation available for review by the authorized official. [58:6.26.5.1(M)] **P6**
- Ensure that on gas system piping, a flexible connector is installed between the regulator outlet and the fixed piping system. [58:6.26.5.1(B)] **P7**
- Where a gas detection system is installed, ensure that it has been tested in accordance with the manufacturer's instructions. [96:B.19.2.1] **P8**

Operational Safety Checklist

- Do not leave cooking equipment unattended while it is still hot. (This is the leading cause of home structure fires and home fire injuries.) **OA**
- Operate cooking equipment only when all windows, service hatches, and ventilation sources are fully opened. [96:14.2.2; 96:14.2.3] **OB**
- Close gas supply piping valves and gas container valves when equipment is not in use. [58:6.26.8.3] **OC**
- Keep cooking equipment, including the cooking ventilation system, clean by regularly removing grease. [96:11.4] **OD**

Solid Fuel Safety Checklist (Where Wood, Charcoal, Or Other Solid Fuel Is Used)

- Fuel is not stored above any heat-producing appliance or vent. [96:14.9.2.2] **SA**
- Fuel is not stored closer than 3 ft to any cooking appliance. [96:14.9.2.2] **SB**
- Fuel is not stored near any combustible flammable liquids, ignition sources, chemicals, and food supplies and packaged goods. [96:14.9.2.7] **SC**
- Fuel is not stored in the path of the ash removal or near removed ashes. [96:14.9.2.4] **SD**
- Ash, cinders, and other fire debris should be removed from the firebox at regular intervals and at least once a day. [96:14.9.3.6.1] **SE**
- Removed ashes, cinders, and other removed fire debris should be placed in a closed, metal container located at least 3 ft from any cooking appliance. [96:14.9.3.8] **SF**

NFPA RESOURCES

- NFPA 1, *Fire Code*, 2018 Edition
- NFPA 1 *Fire Code Handbook*, 2018 Edition
- NFPA 58, *Liquefied Petroleum Gas Code*, 2017 Edition
- LP-Gas Code Handbook*, 2017 Edition
- NFPA 70®, *National Electrical Code*®, 2017 Edition
- National Electrical Code*® *Handbook*, 2017 Edition
- NFPA 96, *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations*, 2017 Edition
- NFPA 96: *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations Handbook*, 2017 Edition

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