



Use of Time in Lieu of Temperature Request and Approval Form

The use of time only, rather than time in conjunction with temperature, may be permitted by the director of health for a working supply of Temperature Controlled for Safety (TCS) (potentially hazardous) food, before cooking or for ready-to-eat TCS food displayed or held for service **for immediate consumption** if:

- (1) The working quantity of food **doesn't exceed** an amount that will be served within **4 hours**;
- (2) The food is **marked or identified with a date and time** when temperature control is interrupted and with a serve-by or discard-by date and time which doesn't exceed 4 hours from the time the food is initially removed from temperature control;
- (3) Unmarked time-controlled food or marked time-controlled food for which the discard time **exceeds 4 hours shall be discarded**; and
- (4) **Written procedures are maintained** and provided to the authorized agent upon request, **that describe methods of date and time marking of TCS foods and monitoring procedures**, to assure compliance with the 4 hour maximum time period for serving or discarding a time-controlled food.

I _____ (owner of manager) hereby request permission to hold TCS food using time in lieu of temperature at _____ (facility name) located at _____ (address) in the Town of _____.

Describe food and holding method (ex. Stuffed breads to be held in a covered display case)	Length of time requested (max 4 hours)
Describe date and time stamping method (must include recording in a log book)	
Describe monitoring procedure (records must be kept for 90 days)	

All records of TCS foods held using time in lieu of temperature must be kept for a minimum of 90 days after the food is served or discarded, and records must be provided to the Health Inspector at any time they are requested. Failure to maintain adequate records will result in immediate revocation of this approval. Approval is valid for one year from date of approval.



Guidelines:

Use a separate form for each type of food for which a waiver is requested (ex, cut tomatoes versus stuffed bread)

Use for eggs, butter, garlic in oil etc. held out prior to cooking. Product to be protected during storage. Unused product to be discarded after 4 hours (not put back in the cooler...).

Prepared product (ex. Sushi rice) requires a written and approved procedure for the preparation of the product prior to holding. A copy of the procedure must be submitted with the request form. Product to be protected during storage. Unused product to be discarded after 4 hours.

Date and time records must be recorded in a log book (not loose papers). This record must be kept for a minimum of 90 days.

A written procedure is required for marking and monitoring product. A copy of the procedure must be submitted with the request form. All relevant employees need to be trained on the procedure.

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