



Food Trucks

The Roanoke Fire-EMS Department wants all food truck vendors to be as safe as possible. The Roanoke Fire-EMS Department has partnered with other fire code enforcement agencies in the Western Region to promote food truck safety through a fire inspection program. This program incorporates a Western Regional Food Truck Inspection Sticker that needs to be obtained yearly.

Mobile Food Preparation Vehicles (MFPVs) are defined as: *vehicles and enclosed trailers able to be occupied by persons during cooking operations that contain cooking equipment that utilize open flames or produce smoke or grease laden vapors for the purpose of preparing and serving food to the public.*

These new code requirements could change the way you currently operate. To make this process easier for you, the Roanoke Fire EMS Department, in conjunction with other fire officials from the Western Region of Virginia, will assist you in becoming code compliant. We encourage you to contact the Roanoke Fire Marshals Office at (540) 853-2795 to schedule a time to have a member of our office conduct an inspection of your vehicle.

Any MFPV vendor that has not been through the inspection process and is not in compliance with the new codes WILL NOT be permitted to operate within the City of Roanoke.

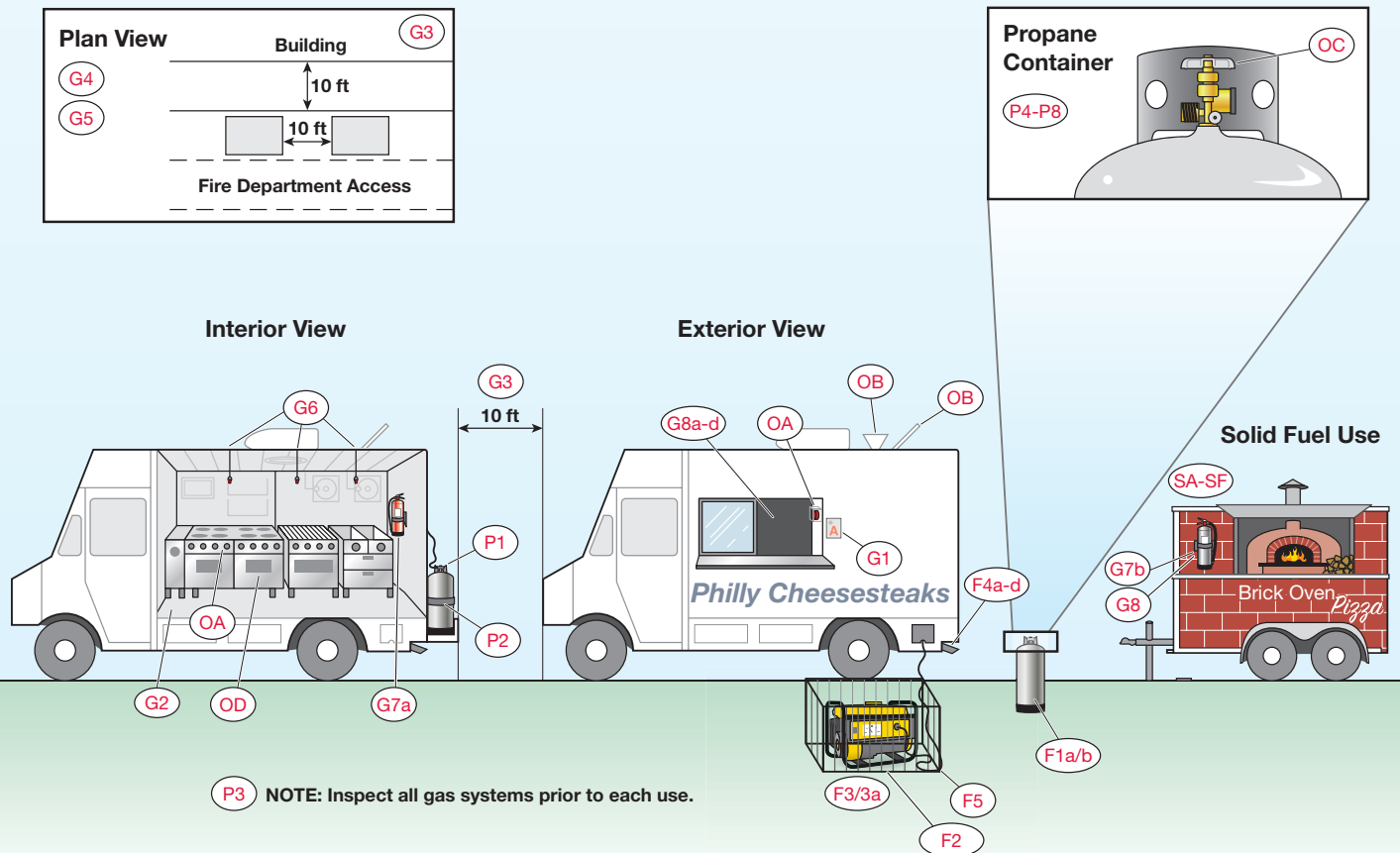
Once an inspection is completed and the vehicle has been approved to operate as a MFPV, a sticker will be issued for your vehicle that will be recognized regionally. This will streamline the application and setup process in other jurisdictions in the Western Region of Virginia. Anytime you are operating in the City of Roanoke, you will still be subject to spot-checks by the Fire Marshal, Deputy Fire Marshals and or Assistant Fire Marshals. The following items are examples of what could be checked for compliance:

- The fire protection system is in service and properly inspected
- Fire extinguishers are in service and properly inspected
- Leak testing is being performed on components of your LP-gas system
- The exhaust hood is free of excessive grease build up

If you have further questions, please feel free to contact the Roanoke Fire Marshal's Office at (540) 853-2795. The [NFPA Food Truck Safety fact sheet](#) may also be a helpful resource.



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 Chapter 17 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. [1:50.8.3.2] **G2**
- ☐ Check that there is a clearance of at least 10 ft away from buildings, structures, vehicles, and any combustible materials. [96:17.2] **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. [1:13.1.4; 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] **G7a**
- ☐ Where cooking appliances that use solid fuel, such as charcoal or wood, produce grease-laden vapors, make sure the appliances are protected by listed fire-extinguishing equipment. [96:15.7.1] **G7b**
- ☐ Ensure that workers are trained in the following: [96:17.10]: **G8**
 - ☐ Proper use of portable fire extinguishers and extinguishing systems [96:17.10.1(1)] **G8a**
 - ☐ Proper method of shutting off fuel sources [96:17.10.1(2)] **G8b**
 - ☐ Proper procedure for notifying the local fire department [96:17.10.1(1)] **G8c**
 - ☐ Proper procedure for how to perform simple leak test on gas connections [96:17.10.1(5)] **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. [1:10.14.11.1 for carnivals only] **F1a**
- ❑ Ensure that refueling is conducted only during non-operating hours. [96:17.8.3] **F1b**
- ❑ Check that any engine-driven source of power is separated from the public by barriers, such as physical guards, fencing, or enclosures. [96:17.5.2.2] **F2**
- ❑ Ensure that any engine-driven source of power is shut down prior to refueling from a portable container. [1:10.15.4] **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 12 ft in all directions from openings and air intakes [96:17.5.2.3(1)] **F4a**
 - ❑ At least 12 ft from every means of egress [96:B.13] **F4b**
 - ❑ Directed away from all buildings [96:17.5.2.3(2)] **F4c**
 - ❑ Directed away from all other cooking vehicles and operations [96:17.5.2.3(3)] **F4d**
- ❑ Ensure that all electrical appliances, fixtures, equipment, and wiring complies with the NFPA 70®. [96:17.8.1] **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. [96:17.7.2.3] **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 is tested monthly. [96:17.7.2.2] **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. [96:12.1.1] **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. [96:12.4] **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. [96:15.9.2.2] **SA**
- ❑ Fuel is not stored closer than 3 ft to any cooking appliance. [96:15.9.2.2] **SB**
- ❑ Fuel is not stored near any combustible flammable liquids, ignition sources, chemicals, and food supplies and packaged goods. [96:15.9.2.7] **SC**
- ❑ Fuel is not stored in the path of the ash removal or near removed ashes. [96:15.9.2.4] **SD**
- ❑ Ash, cinders, and other fire debris should be removed from the firebox at regular intervals and at least once a day. [96:15.9.3.6.1] **SE**
- ❑ Removed ashes, cinders, and other removed fire debris should be placed in a closed, metal container. [96:15.9.3.8.1] **SF**

Learn More

- ▶ Get free digital access to NFPA codes and standards at: nfpa.org/docinfo
- ▶ Read the latest news and updates at: nfpa.org/foodtrucksafety
- ▶ Review the following and other NFPA resources at: nfpa.org
 - NFPA 1, *Fire Code*, 2021 Edition
 - *NFPA 1 Fire Code Handbook*, 2021 Edition
 - NFPA 10, *Standard for Portable Fire Extinguishers*, 2018 Edition
 - NFPA 58, *Liquefied Petroleum Gas Code*, 2020 Edition
 - *LP-Gas Code Handbook*, 2020 Edition
 - NFPA 70®, *National Electrical Code®*, 2020 Edition
 - *National Electrical Code® Handbook*, 2020 Edition
 - NFPA 96, *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations*, 2021 Edition
 - NFPA 96: *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations Handbook*, 2017 Edition



BUSINESS NAME:

DATE:

MOBILE FOOD PREPERATION VEHICLE (MFPV) CHECKLIST - STICKER ISSUED YEARLY

VEHICLE REQUIREMENTS	PASS	FAIL	N/A
LICENSE PLATE W/ CURRENT DECALS (If operated on Va Highways)			
CURRENT VEHICLE REGISTRATION			
VEHICLE LICENSE PLATES ATTACHED PER VIRGINIA STATE LAWS			
TRUCK AND/OR TRAILER IS REQUIRED TO HAVE A LEGIBLE V.I.N.			
TRUCK PLACEMENT	PASS	FAIL	N/A
10 FEET FROM BUILDINGS, VEHICLES, COMBUSTIBLE MATERIALS OR OTHER COOKING			
WHEEL CHOCKS MUST BE PRESENT TO PREVENT MOVING			
ELECTRICAL	PASS	FAIL	N/A
ALL ELECTRICAL PANEL BOXES PROPERLY SECURED TO THE VEHICLE			
ALL ELECTRICAL PANEL BOXES AND OUTLETS HAVE COVERS PLATES INSTALLED			
NO OPEN WIRING OR SPLICES			
EXTENSION CORDS NOT USED AS PERMANENT WIRING			
ALL ELECTRICAL APPLIANCES INSTALLED IN A SAFE MANNER			
CIRCUIT BREAKERS/FUSES ARE LABELED TO IDENTIFY THE AREA PROTECTED			
IF MULTIPLE ITEMS NEED TO BE PLUGGED IN, IS A POWER TAP UTILIZED WITH A BUILT-IN CIRCUIT BREAKER & IS THE POWER TAP PLUGGED DIRECTLY INTO A PERMANENTLY INSTALLED RECEPTACLE?			
EASY ACCESS TO ELECTRICAL PANEL BOXES			
MULTIPLUG ADAPTORS, SUCH AS CUBE ADAPTORS, INFUSED PLUG STRIP OR ANY DEVICE NOT COMPLYING WITH NFPA 70 SHALL BE PROHIBITED			
MANUAL/PORTABLE FIRE EXTINGUISHERS	PASS	FAIL	N/A
SHALL BE PROPERLY INSTALLED WITH MOUNTING BRACKETS			
SHALL BE VISIBLE, UNOBSTRUCTED, & ACCESSIBLE			
SHALL BE INSPECTED & TESTED W/ INSPECTION TAG AFFIXED			
ABC FIRE EXTINGUISHER MINIMUM SIZE 2:A-10:BC REQUIRED			
CLASS K FIRE EXTINGUISHER REQUIRED			
SHALL BE IN USABLE CONDITION FREE OF CORROSION AND/OR DRY ROT			
LPG/CNG GAS SYSTEMS	PASS	FAIL	N/A
LP TANKS, CYLINDERS, AND/OR BOTTLES MUST BE SECURED TO PREVENT TIPPING OR MOVEMENT			
LP SYSTEM PIPING, VALVES, & CONNECTIONS ARE PROTECTED TO PREVENT TAMPERING, IMPACT DAMAGE, & VIBRATION FROM TRAVEL			
ALL LINES & CONNECTIONS IN GOOD CONDITION WITH NO DAMAGE, CORROSION, OR LEAKS			
COMPRESSED GAS SHALL HAVE APPROPRIATE WARNING(S)			
GAS SYSTEMS SHALL BE INSPECTED FOR LEAKS BEFORE EACH USE AND			
MAIN SHUTOFF VALVES ON LP-GAS CONTAINERS FOR LIQUID AND VAPOR SHALL BE READILY ACCESSIBLE. THERE SHALL BE A QUARTER -TURN MANUAL GAS BALL VALVE INSTALLED WITHIN THE LP-GAS PIPING FOR EMERGENCY SHUTOFF USE AND SHALL BE INSTALLED ON THE EXTERIOR OF THE VEHICLE AND AN ADDITIONAL ONE READILY ACCESSIBLE ON THE INTERIOR OF THE VEHICLE.			
ONLY ALLOWED 200 GALLONS OF LP GAS			

COOKING OPERATIONS	PASS	FAIL	N/A
HOOD SUPPRESSION SYSTEM MAINTAINED & OPERABLE			
HOODS, DUCTS, AND FILTERS SHALL BE FREE OF GREASE & DUST			
COOKING OPERATIONS	PASS	FAIL	N/A
PROPER TYPE OF HOOD SUPPRESSION NOZZLES INSTALLED AND ALIGNED WITH COOKING APPLIANCES			
CURRENT SUPPRESSION SYSTEM INSPECTION W/ TAG AFFIXED ON PULL STATION			
PULL STATION EASILY ACCESSIBLE			
FUSIBLE LINKS INSTALLED IN LINK LINES			
SHUNT INSTALLED TO AUTOMATICALLY SHUT DOWN LPG/CNG & ELECTRICITY UPON ACTIVATION OF SUPPRESSION SYSTEM. SHUNT SHALL HAVE MANUAL RESET BUTTON			
PROPER VENT/HOOD SYSTEM TYPE INSTALLED PER NFPA 96 ANNEX B			
GREASE FILTERS IN PLACE			
SYSTEM PROFESSIONALLY CLEANED AT PROPER INTERVALS W/ TAG AFFIXED TO SYSTEM			
CLASS K EXTINGUISHER(S) SHALL BE WITHIN 30 FT. OF THE COOKING MEDIUM			
ONLY ALLOWED 120 GALLONS OF COOKING OIL			
OPERATING EQUIPMENT	PASS	FAIL	N/A
GENERATOR MAINTAINED IN OPERABLE & SAFE MANNER			
GASOLINE/FLAMMABLE LIQUIDS STORED SAFELY & AWAY FROM COOKING AREA & OTHER IGNITION SOURCES			
GASOLINE/FLAMMABLE LIQUIDS STORED IN PROPER CONTAINERS & LABELED			
FLAMMABLE LIQUID CONTAINERS SECURED TO PREVENT FALLING, TIPPING, OR DAMAGE FROM TRAVEL			
ALARM EQUIPMENT	PASS	FAIL	N/A
DETECTOR/SIGNALING DEVICES SHALL BE ON AND OPERABLE			
DETECTORS & SIGNALING DEVICES SHALL BE FREE OF DEBRIS/DEFECTS			
IF PROPANE SYSTEM, A LPG ALARM SHALL BE INSTALLED			
IF CNG SYSTEM, A METHANE ALARM SHALL BE INSTALLED			
STORAGE	PASS	FAIL	N/A
ITEMS STORED NEAT & ORDERLY			
ITEMS STORED TO PREVENT FALLING/SHIFTING DURING TRANSPORT			
ITEMS KEPT CLEAR OF EXIT/CLEAR PATH TO EXIT MAINTAINED			
ITEMS STORED AWAY FROM HEAT SOURCES			
COVERS & CAPS SHALL BE TIGHTLY IN PLACE			
COMPRESSED CYLINDERS SHALL BE PROPERLY STORED AND SECURED			
COMPRESSED GAS SHALL HAVE APPROPRIATE WARNING(S)			