

Registered Food Service Managers.

B. Food Service Managers.

1. **Certification, Purpose, Responsibility.** Training and certification of food service managers, “persons in charge” or supervisory personnel of food service establishments shall be required so that the above mentioned persons will have knowledge of safe techniques for storage, preparation, display and service of foods with the underlying purpose of preventing foodborne illness and protecting the public health, and so that “persons in charge” shall have the knowledge to train employees under their supervision regarding the same. It must be the management’s responsibility to maintain a clean and sanitary establishment and to train its own personnel in the hygiene of handling food. Thus certified food managers must be responsible for adequate instruction of food service employees to ensure and maintain safe food handling practices within the establishment.
 - a. It is the responsibility of the Food Service Manager to notify the DCO of circumstances affecting the immediate health and safety of the employees and patrons of the establishment including, but not limited to power outages, sanitary sewage overflows, flooding, major structural damage, or fires at the time of occurrence.
2. **Food Service Manager Certification Requirement.** Food service establishments within Carrollton are prohibited from operating the establishment at a time when there is no person with a valid Registered Food Safety Manager certificate who is on duty inside the premises of the food service establishment.
3. **Exemption of Certification.**
 - a. A Registered Food Safety Manager certificate shall not be required of managers or supervisory personnel of food service establishments and mobile food units providing only hazardous non-time/temperature controlled beverages and prepackaged foods, for temporary food service establishments, for food service establishments that do not engage in preparation of food, and for food service establishments which are inspected at least once each week by food sanitation inspectors from State or Federal Agencies.
 - b. Food managers, “persons in charge”, or supervisory personnel of exempted establishments shall be required by the DCO to obtain certification if there are critical or repeated food code violations in said establishment, or if in the judgment of the DCO the nature of the operation requires Food Service Manager Certification.
4. **Issuance of Food Service Manager’s Certification.** A food service manager’s registration certificate shall be issued to any “person in charge” who submits the required fee as set forth in Chapter 31 of the City Ordinance, provides a Texas driver license, Texas ID card, or any other photo identification as approved by the

DCO, submits the application to the DCO, and provides the original food manager's card issued from either the Texas Department of State Health Services or a Nationally Accredited Program approved and accredited by Texas Department of State Health Services. Applicants shall be responsible for any fees assessed during educational training required for food manager certification.

- a. The original Food Service Manager Certificate must clearly state the name of the institution the certificate was received from, a Course Proctor or similar signature, a certificate number, and the date issued.

C. Term of Certification. Unless sooner revoked by the DCO, a Food Service Manager's Certificate shall be valid until the expiration date depicted on the state card. If there is no expiration date, the certification will be deemed valid for 5 years from the date of issuance.

D. Recertification.

1. A holder of a Food Service Manager's Certificate who desires to renew the certificate may submit to the DCO the application and the required fee as provided in Chapter 31 of the city ordinance.
2. Provides evidence of recertification by the Texas Department of State Health Services or by a Nationally Accredited Program approved by Texas Department of State Health Services.

E. Revocation of Certificate.

1. The DCO may revoke a Food Service Manager's Certificate, or a food establishment's exemption of certification, for critical or repeated violations of the Texas Department of State Health Services Rules on Food Service Sanitation or the City of Carrollton Code of Ordinances, or the Food Establishment Requirements, or for interference with the DCO in the performance of duty, or for a fraudulent statement on the holder's application, or for fraudulent use of the certificate or exemption.
2. a revocation of a certificate has become final, the holder of the revoked certificate may make written application for a new certificate after a three-month waiting period from the date of the revocation and after again complying with the Food Establishment Requirements.

F. Certificate Display; Non-transferability.

1. The City of Carrollton Food Manager's original certificate(s) must be prominently posted in the establishment.
2. The certificate which is displayed in the food establishment must be registered to

an individual who is currently employed and works in the establishment on a full time basis.

3. A food manager's certification is not transferable from one person to another.
 4. A Registered Food Service Manager who wishes to transfer from one City of Carrollton food establishment to another food establishment also in the City of Carrollton must notify the DCO of the transfer.
- G. Certification Fees. The non-refundable application fee for a Food Manager's Certificate, initial or re-certification, and fee for replacement of a valid and current certificate which has been lost, stolen, or damaged shall be as provided in Chapter 31 of the city's ordinance. Applicants shall be responsible for any fees assessed during educational training required for food manager certification.