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**Department of Emergency Management**  
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Syracuse, NY 13202

**Daniel H. Wears**  
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Director of EMS

### ***Guideline Instruction for the setup of mobile food preparation vehicles***

Some of the procedures listed below are from 2020 International Fire Code Chapter 3 “Mobile food preparation vehicles” and N.F.P.A. 96

Onondaga County Emergency Management requirements:

- All applications are to be received at least 14 days prior to the event.
- An installation site plan is to be submitted to Emergency Management, showing location on site.
- All electrical enclosures and equipment must be UL rated and clearly marked for outdoor use.
- A certificate of workman’s compensation insurance for the official business is to be submitted along with the application for the mobile food permit.
- A copy of the Onondaga County Health Department permit is to be submitted with the application for mobile food permit.
- Fire protection for cooking systems shall be maintained and have a current up to date annual inspection.
- Hood, vents, fans shall be cleaned within last 6 months and show a proof of date.
- Provide annual inspection for LP gas containers and components by a company that is registered with the U.S. Department of Transportation.
- A UL listed LP gas alarm shall be present and working.
- A UL listed Carbon monoxide alarm shall be present and working.
- A UL listed methane alarm shall be present and working.
- No cooking is to take place within 10 feet of any structure, including tent and membrane structures.
- All food preparation vehicles shall comply with 2020 NYS fire code chapter 3 regulations.
- Mobile food preparation vehicles shall not impede any emergency response apparatus to and from any structure.

Representative responsible to oversee installation:

\_\_\_\_\_ Date \_\_\_\_\_