



**Time as a Public Health Control Procedure Form**

**Allegheny County Article III Food Safety Rules and Regulations allow the use of time instead of temperature as a public health control when the following requirements are met:**

1. The facility has a written procedure detailing all steps of their process.
2. All staff working with the food using time as a public health control are familiar with the written procedure.
3. A copy of the procedure is available at the food facility at all times for review by a Food Safety Inspector.
4. All Items using Time as a Control must be marked or identified with the "Discard Time" that is no more than four hours after the time when the food is removed from temperature control (e.g. a container of cut lettuce removed from refrigeration at 11:00 AM would need to be used or discarded no later than 3:00 PM).
5. The food is marked with the appropriate discard time in a clear and consistent manner.
6. Foods with different discard times cannot be comingled in the same container.
7. Any remaining food is discarded at the marked discard time.
8. Foods that are not marked with a 4-hour discard time must also be discarded.
9. Facilities are encouraged to document their procedures with the ACHD Food Safety Program using the following form or by submitting a written procedure that includes at minimum all of the following details.

Facility Name : \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ ZIP: \_\_\_\_\_ Client ID#: \_\_\_\_\_

Owner: \_\_\_\_\_

Contact Information: Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Specific Product(s): \_\_\_\_\_

\_\_\_\_\_  
This procedure covers only the products listed above. Should you seek to expand your use of Time as a Public Health Control, you will need to have written procedures that cover the methods used for any additional products.

Product location: \_\_\_\_\_

Method for Time Stamp (e.g. "Discard Times will be written on the white board next to the pizza display"):

\_\_\_\_\_  
\_\_\_\_\_

I understand that it is the responsibility of the person in charge to discard any product using Time as a Control that does not have a current or accurate time stamp.

All employees (including new hires) will be made aware of the Time as a Control Procedure and will be held responsible to implement the procedures correctly.

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**OFFICE USE ONLY:**

Date received: \_\_\_\_\_ Received By: \_\_\_\_\_

Date Reviewed: \_\_\_\_\_ Reviewed By: \_\_\_\_\_



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