

<b>JSC Safety and Health Requirements</b>	JPR No.	<b>1700.1</b>
	Effective Date:	<b>10/02/2024</b>
	Expiration Date:	<b>10/02/2029</b>
	Page Number	Page 6.3-1 of 3

## **CHAPTER 6.3 FOOD AND BOTTLED WATER SAFETY**

### **6.3.1. Applicability of this chapter**

You are required to follow this chapter if you handle, store, or transfer food as a part of your job, or have bulk bottled water dispensers in the workplace. This chapter does not apply to the space food laboratory. It applies to both JSC and WSTF and includes transporting, storing, preparing, serving, vending and inspecting food.

### **6.3.2. What this chapter covers**

This chapter describes the requirements for preventing food-borne and water-borne illness. Food served at JSC should be clean, wholesome, free from germs or other toxins, and meet consumer expectations. It applies to transporting, storing, preparing, serving, vending, and inspecting food.

### **6.3.3. General Requirements**

- a. Food establishments shall follow the requirements of NPR 1800.1, Chapter 4. NPR 1800.1 notes that the FDA Food Code will be used as the basis for regulating food safety.
- b. The specific individual employees involved with food being prepared, handled, stored, served, or consumed for personal use, office luncheons and parties shall be solely responsible for the food safety aspects of those activities.

### **6.3.4. Bottled Water Dispensers**

6.3.7.1 All organizations using bottled water shall ensure that:

- a. Only bottled water from a wholesale or retail bottler is used in bottled water dispensers. Never refill empty bottles yourself. Only the processor is allowed to refill bottles.
- b. No bottles of water or bottled water dispensers are located or stored in areas where general hazards or contamination of any kind poses a threat to users under normal operations.
- c. Contractors and subcontractors furnishing bottled water provide routine chemical and microbiological laboratory analysis reports for bottled water delivered to the Center.
- d. Bottled water dispensers are maintained in a sanitary condition.
- e. There is prompt recall of the suspect bottled water or other appropriate action when notified of contamination.
- f. Bottled water dispensers are maintained and sanitized per manufacturer's recommendations or use Appendix F, Attachment 6.3A for instructions on cleaning.
- g. Make sure hands are clean before handling the bottles.
- h. Make sure bottle necks are clean before installation into the cooler.

### **6.3.5. Responsibilities**

- a. All food establishments are responsible for adhering to the requirements noted above.

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	Expiration Date:	<b>10/02/2029</b>
	Page Number	Page 6.3-2 of 3

- b. Starport NASA Exchange is responsible for:
  - (1) Ensuring food establishments (except for paragraph (c) below) operated by NASA, NASA Contractors, and vendors including caterers and mobile food units brought onsite, follow, and meet the requirements noted above.
  - (2) Approving all food safety plans BEFORE the food establishment begins operating on site.
- c. Space Family Education Inc. is responsible for ensuring the food establishment at the Aaron Cohen Childcare Center meets the requirements noted above.
- d. Occupational Health is responsible for:
  - (1) Reviewing all food safety plans PRIOR to the food establishment operating on site.
  - (2) Conducting risk-based inspections of all food establishments.

**6.3.6. Who to contact for food service concerns**

<b><i>For . . .</i></b>	<b><i>Coordinate with the . . .</i></b>
Reporting food-safety and foodborne illness complaints	Occupational Health x36726
Reporting all other food complaints	Exchange Manager x38970
Scheduling and performing food service inspections or investigating food-related complaints	Occupational Health x36726

**6.3.7. Other references**

- a. Diagnosis and Management of Food-borne Illnesses, A Primer for Physicians and Other Health Care Professionals, an [Introduction and Clinical Considerations](#). Web site: <http://www.cdc.gov/mmwr/preview/mmwrhtml/rr5304a1.htm>.
- b. [Hand Hygiene](#) in Retail & Food Service Establishments. Web site: <https://www.fda.gov/food/retail-food-industryregulatory-assistance-training/retail-food-protection-employee-health-and-personal-hygiene-handbook>
- c. Managing Food Safety: A [Manual for the Voluntary Use of HACCP](#) Principles for Operators of Food Service and Retail Establishments. Web site: <https://www.fda.gov/food/hazard-analysis-critical-control-point-haccp/managing-food-safety-manual-voluntary-use-haccp-principles-operators-food-service-and-retail>
- d. Managing Food Safety: A [Regulator’s Manual for Applying HACCP](#) Principles to Risk-based Retail and Food Service Inspections and Evaluating Voluntary Food Safety Management Systems. Web site: <https://www.fda.gov/food/hazard-analysis-critical-control-point-haccp/managing-food-safety-regulators-manual-applying-haccp-principles-risk-based-retail-and-food-service>.

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	Expiration Date:	<b>10/02/2029</b>
	Page Number	Page 6.3-3 of 3

- e. The [Bad Bug Book](#). Web site:  
<http://www.fda.gov/food/foodborneillnesscontaminants/causesofillnessbadbugbook/default.htm>
- f. U.S. Department of Health and Human Services, Public Health Service, Food and Drug Administration, [FDA Food Code](#), with changes (most recent edition). Web site:  
<http://www.fda.gov/Food/GuidanceRegulation/RetailFoodProtection/FoodCode/default.htm>
- g. Office of Chief Health and Medical Officer, Occupational Health, Food Safety.