



INDIANA UNIVERSITY
BLOOMINGTON

Food Policies and Guidelines

Temporary Food Service by Student Organizations

All student organization events having food distribution at events are subject to approval by Student Activities and the Department of Environmental Health and Safety.

- All food distributed at any event must be prepared in an FDA approved facility, not in the kitchen of a residential home.
- Food must be kept at appropriate temperatures for distribution: 45 degree F. or below for cold food, 140 degree F. or above for hot food. These temperatures include transportation of the food to the distribution center and while being served.
- Provisions must be made so that only healthy individuals are serving the food.
- All food items must be served from a clean, sterile container and an adequate supply of clean water for cleansing and cleaning must be maintained near the food distribution.
- If you are going to serve food at your event, complete the Temporary Food Service Request Form (in Student Activities) **at least 10 days before the event** and return it to Student Activities for initial approval. The form will then be forward to EHS for final approval. Events at which alcohol will be served must adhere to the liquor policy, as specified by the Office of Risk Management.

RPS Dining Services Policy for Special Events Involving Food

RPS Dining Services supports student groups sponsoring events in the residence halls. Dining services will provide facilities, equipment, food and beverages for these events when this can be done without serious disruption of regular service to the residents. Ambrosia Catering and the Special Events Coordinator offer a wide variety of menu items for almost any event. Chef presentation meals may also be available.

Events of less than 50 people, which are not open to the general public, and which are not advertised are not affected by this policy and do not require approval. This includes events such as a floor ordering pizza or a student group ordering a cake. Groups which are not sure whether approval is required for their event should contact the RPS Special Services Manager Graham Shepfer at 855-8530 or gshepfer@indiana.edu. For further information about food for group events please visit: <http://www.rps.indiana.edu/groupevents.html>

Student Activities

900 E. 7th Street, Indiana Memorial Union room 371, Bloomington, IN 47405
(812) 855-4311 • <http://sao.indiana.edu> • sao@indiana.edu