



Division of Food and Lodging
North Dakota Department of Health
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TO: Industry and Regulatory Food Safety Professionals

FROM: Division of Food and Lodging, ND Department of Health

SUBJECT: Employee Health and Personal Hygiene Handbook

The North Dakota Department of Health (NDDOH) promotes the use of the Food and Drug Administration (FDA) Employee Health and Personal Hygiene Handbook (hereinafter referred to as the Handbook) to encourage practices and behaviors that can help prevent ill food workers from spreading disease in the food service setting. The information in the Handbook is taken from the *2005 FDA Food Code and its Supplement*. Additional requirements apply for food establishments licensed in the state of North Dakota and are described here.

The following *North Dakota Food Code* Administrative Rules (effective April 1, 2012) apply to all food operations licensed in the state and should be considered as an addendum to the Handbook:

1. Page 29 of the Handbook mentions a provision of the *2005 FDA Food Code and its Supplement* allowing bare hand contact with ready-to-eat (RTE) food when an alternative procedure has been approved by the regulatory authority. The *North Dakota Food Code* Administrative Rule 33-33-04-29.1 (2) states: Except when washing fruits and vegetables as specified in section 33-33-04-10, food employees may not contact exposed, ready-to-eat food with their bare hands and shall use deli tissue, spatulas, tongs, single-use gloves, dispensing equipment, or other utensils; prohibiting any bare hand contact with RTE foods.
2. For any pages or tables in the Handbook referencing the “Big 5” foodborne pathogens and any exposure, exclusion, or restriction to foodborne pathogens, please note that by 2016 the *North Dakota Food Code* will be amended to add nontyphoidal *Salmonella spp.* infection, also known as salmonellosis, to the list of reportable medical diagnoses; changing the “Big 5” to the “Big 6.”

An easy to reference form, titled Food Employee Reporting Agreement (adapted from Form 1-B of the Handbook), is provided and its use is encouraged when training food workers and addressing employee health and hygiene matters. The Handbook, used together with the Food Employee Reporting Agreement, will help provide a greater understanding of how to comply with employee health requirements outlined in the *North Dakota Food Code* and lead to behaviors and practices that prevent food workers from contaminating food and spreading disease.

For questions regarding the Handbook and use of the Food Employee Reporting Agreement, contact the North Dakota Department of Health, Division of Food and Lodging at 701.328.1291. These publications are available for download on our website at www.ndhealth.gov/foodlodging/. To order this publication, email CFSANPublicationRE@fda.hhs.gov and request the publication by name and publication number “IFS 04” and include a mailing address.

You may also download or order the Handbook online at the FDA website:
www.fda.gov/Food/GuidanceRegulation/RetailFoodProtection/IndustryandRegulatoryAssistanceandTrainingResources/ucm113827.htm