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STUDIO OPERATIONS

INTER-OFFICE MEMO

TO: Productions

FROM: Safety & Environmental Affairs

SUBJECT: Craft Services – LA County Health Department Requirements

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COPIES TO: Production Executives

The following is a brief summary of the Los Angeles (LA) County Health Department’s Film Production Food Service requirements and how they relate to the provision of Craft Services meals and snacks to productions in LA County. All production food providers, including Craft Services, must be compliant with LA County Health Department requirements.

California and LA County regulations require individuals handling, preparing, or serving meals do so from an LA County Health Department permitted Mobile Food Facility (MFF) or permitted kitchen. It is also required that all Craft Services staff must have a valid food handling certification. A current valid “Certified Food Manager” card is required for the owner/operator of the permitted MFF and a “Certified Food Handler” card is required for those hired to handle and distribute food. All food handlers / managers must have their certification cards in their possession or readily available for compliance purposes while working in LA County.

Any Craft Services employee working without a permitted MFF may only serve “pre-packaged (packaged and labeled by the manufacturer), non-potentially hazardous food” (e.g., individually wrapped non-perishable food), drinks and uncut fruit with a skin (e.g., bananas, oranges). Pre-packaged chips, cookies, soft drinks, water, coffee, tea, granola bars, candy, etc., are also examples of allowable food items that Craft Services can provide without a permitted MFF.

Meals made in a facility or vehicle that does not have a permit, even something as simple as a bologna sandwich with a side salad and cut pickles, would violate LA County health codes. Such meals may only be prepared on-site and served by Craft Services through an owned or rented LA County Health Department permitted MFF.

Alternatively, Craft Services could order individual pre-packaged meals from an LA County Health Department permitted food facility (e.g., Subway sandwiches, Handy Market, pre-packaged pasta meals, individual salads, etc.). The pre-packaged meals must be distributed immediately upon arrival. Chafing dishes and electric warmers may not be used to hold food at temperature by Craft Services unless they own or rent an LA County Health Department permitted MFF and **all Craft Services employees** have a current “Certified Food Manager” and/or “Certified Food Handler” card as described above. Refrigeration is allowed only to keep non-potentially hazardous beverages such as water, sodas, and other non-perishable drinks cool.

Based on the above, Craft Services must be monitored to ensure compliance. It is the responsibility of the Producer/UPM and Craft Services Department personnel to ensure that the production is in compliance with

all LA County Health Department regulations. *In addition to potential fines and citations to the production, failure to adhere to codes could result in the confiscation of vehicles.* The Food Manager, Food Handler, as well as other production employers, could be liable for criminal prosecution and civil liability.

Attached are the Approved Film Production Food Services guidelines from the LA County Health Department. These guidelines outline what is allowed by the LA County Health Department for those having a Motion Picture Catering Operation Permit for a MFF and for Craft Services areas without a permitted MFF.

The following are some common scenarios, examples, and requirements:

MFF with a Motion Picture Catering Operation Permit

- Tray of lasagna placed on a chafing dish/electric warmer to keep at holding temperature at 135° F or above.
- Cut fruit, salad, yogurt, cheese, milk can be refrigerated and kept at 41° F or below.
- Sandwiches, salads, soups
- Limited to what the permit allows (e.g., Full Service or Limited Service)

Craft Services without a Permitted MFF

- Meals may be ordered from a permitted food facility (e.g., Subway, Handy Market, etc.)
- Meals must be individually packaged by the food facility (e.g., sandwiches, individual pizzas, salads, pasta, dessert, etc.).
- Meals must be served immediately after delivery.
- No food, including leftovers, may be kept on chafing dishes/electric warmers or refrigerated. This is considered holding food at temperature and is not allowed per the guidelines.
- Having a valid “Certified Food Manager” or “Certified Food Handler” card will still limit the food service without a permitted MFF or permitted kitchen.
- Pre-packaged/individually wrapped food items are allowed (packaged and labeled by the manufacturer)
- Water, sodas, and other non-perishable beverages are allowed.
- Self-serve coffee machines (e.g., Keurig, Espresso) or coffee purchased in a self-dispensing box/container from a permitted food facility (e.g., Coffee Bean, Starbucks, etc.) are allowed. Coffee makers with coffee dispensing into an open carafe are not allowed. A cleaning schedule should be maintained to clean and disinfect the high touch point areas on the coffee machines.
- Craft Services should provide individually wrapped plastic utensils and single use plates, bowls, etc., as well as individual packets of condiments (e.g., salt, pepper, mustard, relish, ketchup, sugar, creamer, etc.).

We appreciate your attention and commitment to the health and safety of your production. If you have any questions on these requirements, please do not hesitate to contact S&EA at (818) 954-2890.