

FOOD HANDLER'S GUIDE TO SAFE FOOD

DO NOT PREPARE FOOD IF:

1. You have **fever, diarrhea, vomiting or nausea**. You have an **infection, wound or boil** on hands, arms or face.
2. You have **Hepatitis A, E. coli (STEC or EHEC spp.), Norovirus, Shigella, Salmonella typhi or Salmonella spp.**

HANDWASHING

Wash your hands as often as necessary to keep them clean!
Use warm water and soap to scrub hands and forearms for 20 seconds before rinsing.

Wash your hands:

1. Before handling food or wearing gloves
2. After handling any raw products
3. After using the restroom, smoking or eating
4. After taking out the garbage
5. After handling your hair or skin
6. After handling money

GLOVE USAGE

Utensils or **FOOD-APPROVED GLOVES** must be used when handling food items that will no longer be cooked!!

Things to remember:

1. Proper hand washing must accompany glove usage
 - Wash hands before putting gloves on for the first time or when changing gloves.
2. Change gloves when:
 - They become soiled or torn
 - A break in work has occurred or before starting a new task.

SANITIZING

- Chlorine sanitizing solution should be between 50 – 100 PPM (unscented).
- QUAT sanitizing solution should be between 200-400 PPM or as stated by manufacturer.

Always check your solution. Do not use guess work to replace using the proper test strips. Store all buckets at least 6" off the floor and away from food/food contact surfaces.

- 3-compartment sink - Wash, rinse, sanitizer
- Wiping Cloths - Store in sanitizing solution between uses and change water when it becomes soiled or when sanitizer is below minimum.

TCS FOODS (Time Temperature Control for Safety)

"TCS foods" are food items that support rapid growth of harmful bacteria and include:

1. Cooked or raw animal products such as; dairy, meats, poultry, fish, seafood
2. Cooked rice, beans, potatoes, cooked/fresh pasta
3. Cooked vegetables, cream or custard
4. Tofu, raw seed sprouts, cut melon, garlic in oil, cut leafy greens
5. Cut/sliced/peeled fruits and tomatoes
6. Any combination of the above.

FOOD PREP AREA

1. **NO** eating, drinking or smoking.
EXCEPTION: A cup with a lid and a straw is allowed in the kitchen and stored away from food/food prep areas
2. Wear clean clothes and apron.
3. **NO** jewelry with the exception of a smooth wedding band only!
4. Wear hair restraints (both beard and head)
5. Wearing polished/artificial nails, gloves must be used at all times

LABELING AND TIME STAMP

- All food that is in either dry or cold storage must be labeled.
- For cold storage items, the information should include the date of preparation or disposal (unless it is less than 24-hours when it will be used).
- TCS foods must be used within 7 days.

LIDS OR COVERS

- All food should be covered to ensure cross-contamination is prevented or eliminated.

EXCEPTION:

During the cooling process 

COLD HOLDING

Always check to ensure that the thermometer inside the unit is accurate.

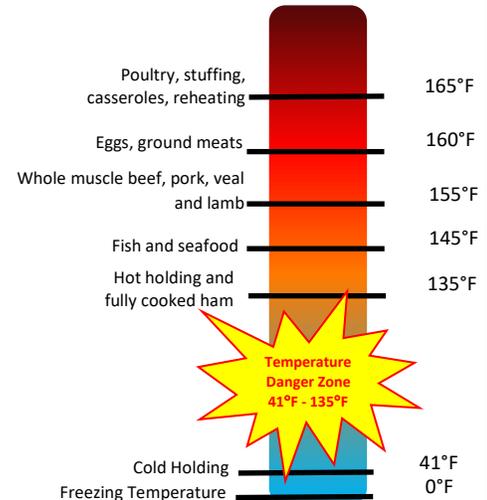
- All food except for eggs (45°F) must be stored at 41°F or lower.

COLD STORAGE SHELF ORDER

- Store cooked foods and Ready to Eat (RTE) on top shelf
- Raw seafood is next
- Then raw whole meats
- Then raw ground meats
- Finally unpasteurized eggs and raw poultry should always be stored on the bottom shelf.

COOKING AND REHEATING

Always verify internal cooking temperatures with a stem-type thermometer.
All cooked food items that fall below 135°F must be quickly reheated to 165°F or above before serving.



COOLING

Food items must be cooled from 135°F to 41°F within 6 hours

This should be done by:

1. Breaking down large solid items into smaller pieces
2. Placing liquid and semi-solid items in shallow metal containers

Once "broken down", food items should be cooled quickly. Ice wands and ice baths can be used to ensure the following:

- Food must be cooled from 135°F to 70°F within 2-hours.
- Time stamp cooling logs must be kept to ensure that this is accomplished.
- Once the food reaches 70°F it is placed uncovered inside the cooler and allowed to cool for 4-hours until 41°F is reached.
- **Once food is cooled, labels and covers must be placed on all items**

THAWING FROZEN FOODS

1. As part of cooking process.
2. In the refrigerator
3. Under cold running water (70°F or less for no more than 2 hours).
4. In the microwave – for immediate use only!

NEVER THAW FROZEN FOODS AT ROOM TEMPERATURE!

PERSONAL ITEMS AND HYGIENE

- Wear clean clothes and remove your apron/chef's coat when you leave the kitchen to throw the trash, use the restroom or go on a break/personal errand
- All personal items must be stored away from food preparation areas at all times – **THIS INCLUDES YOUR CELL PHONE AND THE FACILITY CORDLESS PHONE!!**