



Food Safety, Sanitation And Serving

Safety and Environmental Management System

SEMS 4-11

Food Sanitation

Purpose: Preventing cross-contamination of foods in process

Defined: Foods in process are those items that are – or have been – prepped for a meal. For example, diced onions in a cooler are a “food in process.” Onions just sitting on the shelf aren’t.

General Guidelines:

Clean your area. After working with meats, eggs, poultry and seafood, the work area must be cleaned and sanitized completely before moving on to the next task. This will prevent Cross Contamination

As a general rule, it is better to prepare all vegetables and fruits first, then do the meats and other “hazardous” items last. For example, if you cut chicken on a cutting board and then use it to slice tomatoes, there’s an increased chance of food borne illness. It’s called cross-contamination. And it’s a common cause of sickness in the foodservice industry.

Clean your equipment. Don’t use a knife for one purpose and then another without washing it first. The example above applies to equipment as well as the work area. It would also apply to the cutting glove you wear when cutting the chicken. Change gloves after you finish with the chicken.

Wash your hands **EVERY TIME** you change tasks. It is the most important thing you can do to keep yourself and your customers safe from foodborne illness.

Equipment Use and Cleaning Procedures:

Counters and Table Tops– are to be cleaned and sanitized between tasks.

- Sanitize with a mild solution of bleach water (1 cap of bleach per gallon of water)
- Apply with a spray bottle and wipe with a clean cloth

Cutting Boards – are a prime source of contamination, because they are often used for several procedures without being cleaned. The following precautions should be taken:

- Use the color-coding system
- Clean and sanitize after each use.
- Allow to air dry.
- Cutting boards should be stored in a cabinet or protected area.

Do not store them out in the open or leave on the counter unless being used.



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Cutting gloves – are worn when using knives.

You should wear a disposable latex glove over the cutting glove. Then, when you have finished with one item, you can just change latex outer gloves. Even so, gloves must be cleaned frequently.

They may be cleaned by:

- Running them through the dish-machine and allowing to air-dry
- Machine wash and dry (remember that they will shrink)

Slicers – are to be completely broken down after each use, sanitized and reassembled.

- This task is not to be performed by galleyhands – it is a cook's job
- The parts should be sanitized by running them through the dish-machine.

Mixer – is to be cleaned after each use.

- The exterior housing of the mixer should be cleaned with a mild detergent and then sanitized with chemical sanitizing solution (bleach water is good for this).
- Be sure to wipe the attachment shaft, the underside, and the housing

Utensils – are to be stored so that dirt, dust and food cannot contaminate them: Small utensils are to be stored in clean drawers or on wall hooks or a closed pan Larger items should be stored on shelves and will be stored open side down

Dishes – are to be stored so that dirt, dust and food cannot contaminate them:

- Do not hook thumb over edge of bowls, plates or glasses.
- Handle all items from bottom.

Can Opener – clean at the end of each shift. This is often neglected but very important.

- Clean by scrubbing the gear and knife with a green pad
- Sanitize by running through the dish-machine or using bleach water

General Safety Procedures:

Do not give germs the time, place or temperature they need to multiply.
TO DO THIS CORRECTLY, FOLLOW THESE GUIDELINES:

Keep food hot or cold and covered while it is waiting to be served.

Keep hands out of food and off of working surfaces while cooking or serving.

- Do not sample food with fingers; avoid putting hands on food during preparation.



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Prepare food as close to serving time as possible.

- Less time for germs to multiply
- Be sure to keep hot food hot
- Be sure to keep cold food cold
- DO NOT REHEAT ON STEAM TABLE
- When re-heating leftover items, heat up quickly
- When storing, chill quickly

Use edible ice for storage only.

- For juice, milk or other containers; refrigerate containers
- Keep ice for drinks in a separate bin
- Use a scoop to get ice for glasses.

Keep fresh plates and utensils at all salad bar and steam table lines.

- Customers must have a clean plate after each use to prevent contaminating food.

Store Pastries under refrigeration.

Rotate all food items appropriately

- First-in/first-out; by expiration dates.

KEEP CONDIMENTS COVERED: in clean containers; be sure each has a serving utensil used only for that food.

DO NOT RE-USE UNWRAPPED FOOD: crackers, rolls, or bread; these foods can be easily contaminated by customers or workers.

By following these food safety guidelines, you greatly reduce the threat of food contamination and sickness.