

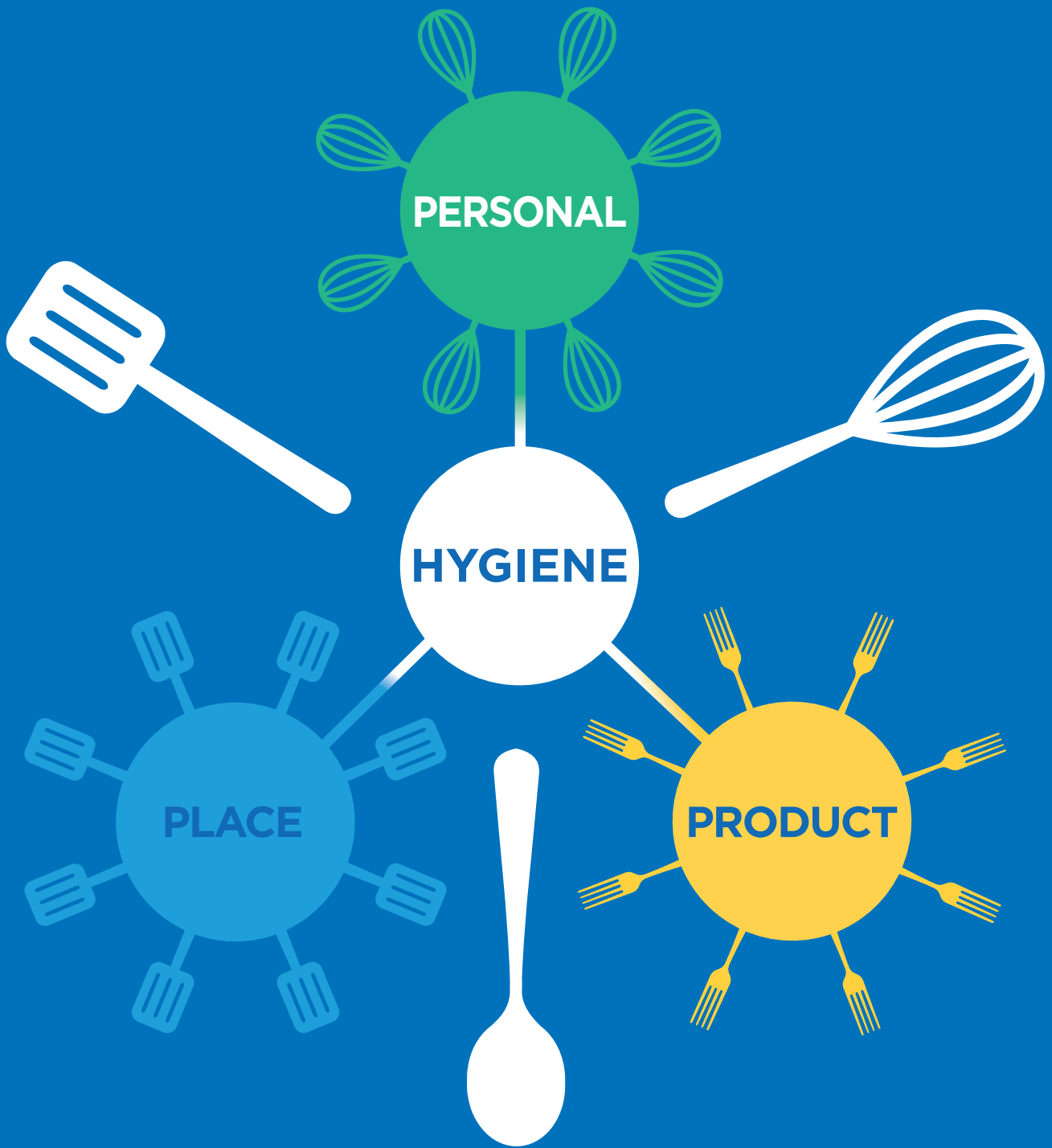
HYGIENE GUIDELINES



Your Food Partners



3 Ps of HYGIENE





PERSONAL HYGIENE

- Wash hands before and after handling food and after every 30 minutes
- Ensure that your uniform and apron is clean
- Hair to be neatly tied. Use a hair net. Ensure that your hair stays away from your face and shoulders
- Use a mask at all times, within your workspace and around people
- Keep your hands away from face and mouth
- Avoid long, loose sleeves and dangling jewelry
- Keep fingernails short and without polish
- Use powder free latex gloves when handling food
- Remove your apron, hair net and gloves, when leaving your work space. Put it back on when you return, as this prevents cross contamination
- Avoid working with food if you have a wound on your hands
- Do not work when sick.



PERSONAL HYGIENE

HAND WASHING

40 - 60 SECOND HAND WASH PROCEDURE



1
WET
HANDS



2
APPLY
SOAP



3
RUB HANDS
PALM TO PALM



4
LATHER THE
BACKS OF HANDS



5
SCRUB BETWEEN
FINGERS



6
RUB THE BACKS
OF FINGERS



7
CLEAN
THUMBS



8
WASH FINGER NAILS
& FINGER TIPS



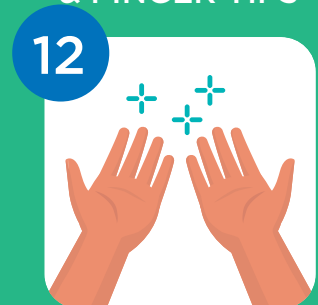
9
RINSE HANDS



10
DRY WITH
DISPOSABLE TOWEL



11
USE TOWEL TO
TURN OFF WATER



12
HANDS
ARE CLEAN

APPLY HAND
SANITISER



13
APPLY ON PALM
OF ONE HAND



14
RUB HANDS
TOGETHER



15
COVER ALL UNTIL
HANDS FEEL DRY
(20 SECONDS)



PLACE HYGIENE

- Sanitize all surfaces, handles and utensils every 30 minutes
- Poor hygiene, poor safety and non-clean work environments can cost a lot of money
- Poor food handling procedures and unclean kitchens can cause illness, unhappy customers and even fines, summons and lawsuits
- Poor kitchen safety results in injuries, medical bills and workdays
- Poor hygiene and poor work habits show lack of respect for your customers, for your fellow workers and for yourself
- Clean as you work, clean as you walk, clean when you are finished, because germs can last on surfaces up to 9 days
- Disinfectant with food grade and food safe chemical products
- Follow proper hygiene and sanitising procedures
- Use proper 'Approved' chemicals when cleaning
- Record concentrations, time and temperature. A Cleaning schedule list should include:
 - Area and equipment to be cleaned
 - When the cleaning should be done
 - Time that cleaning should be done
 - Who performs the cleaning
 - Procedures to be followed
 - Have regular 'Self Inspections'
 - Ensure corrective active for deficiencies.














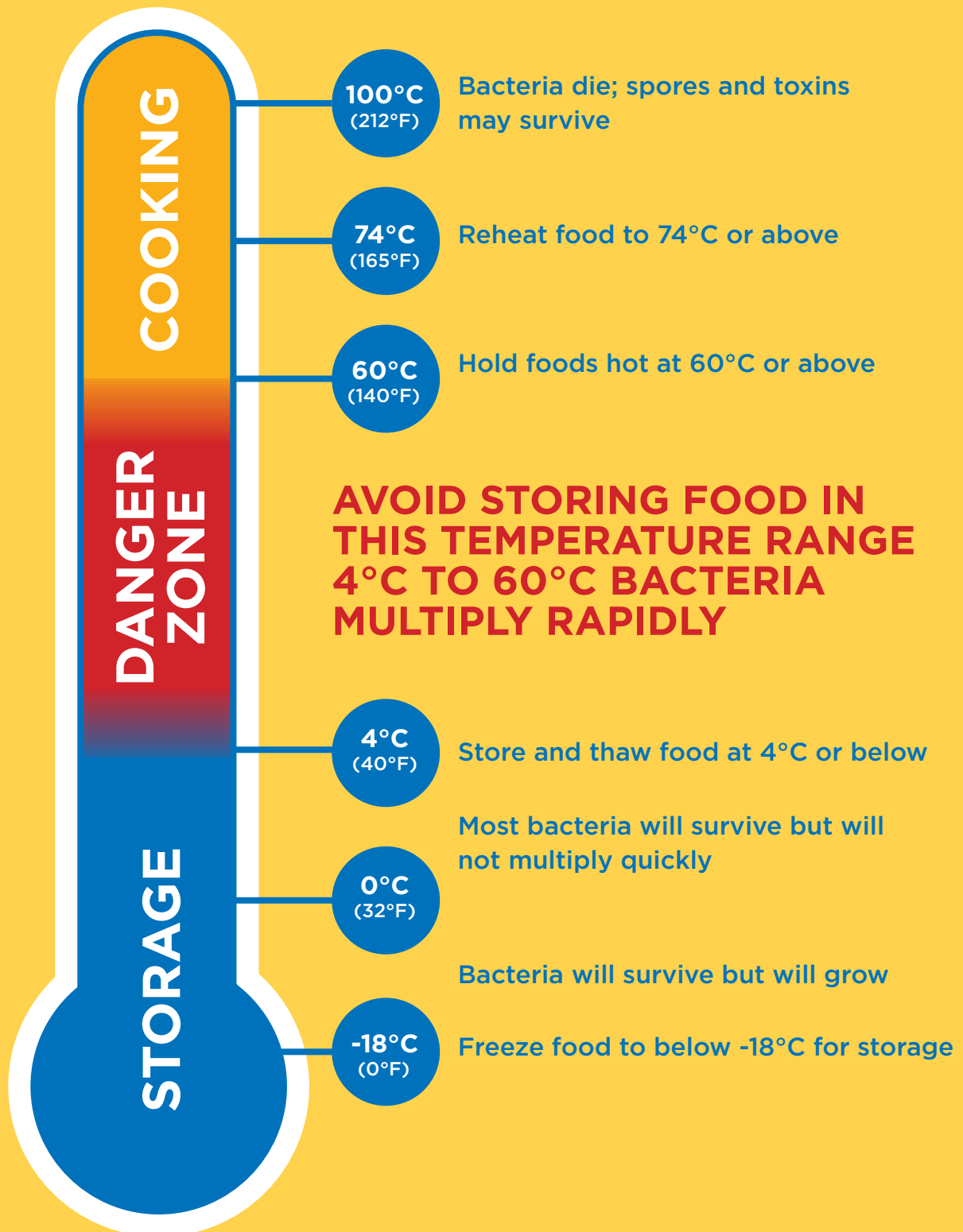


PRODUCT HYGIENE

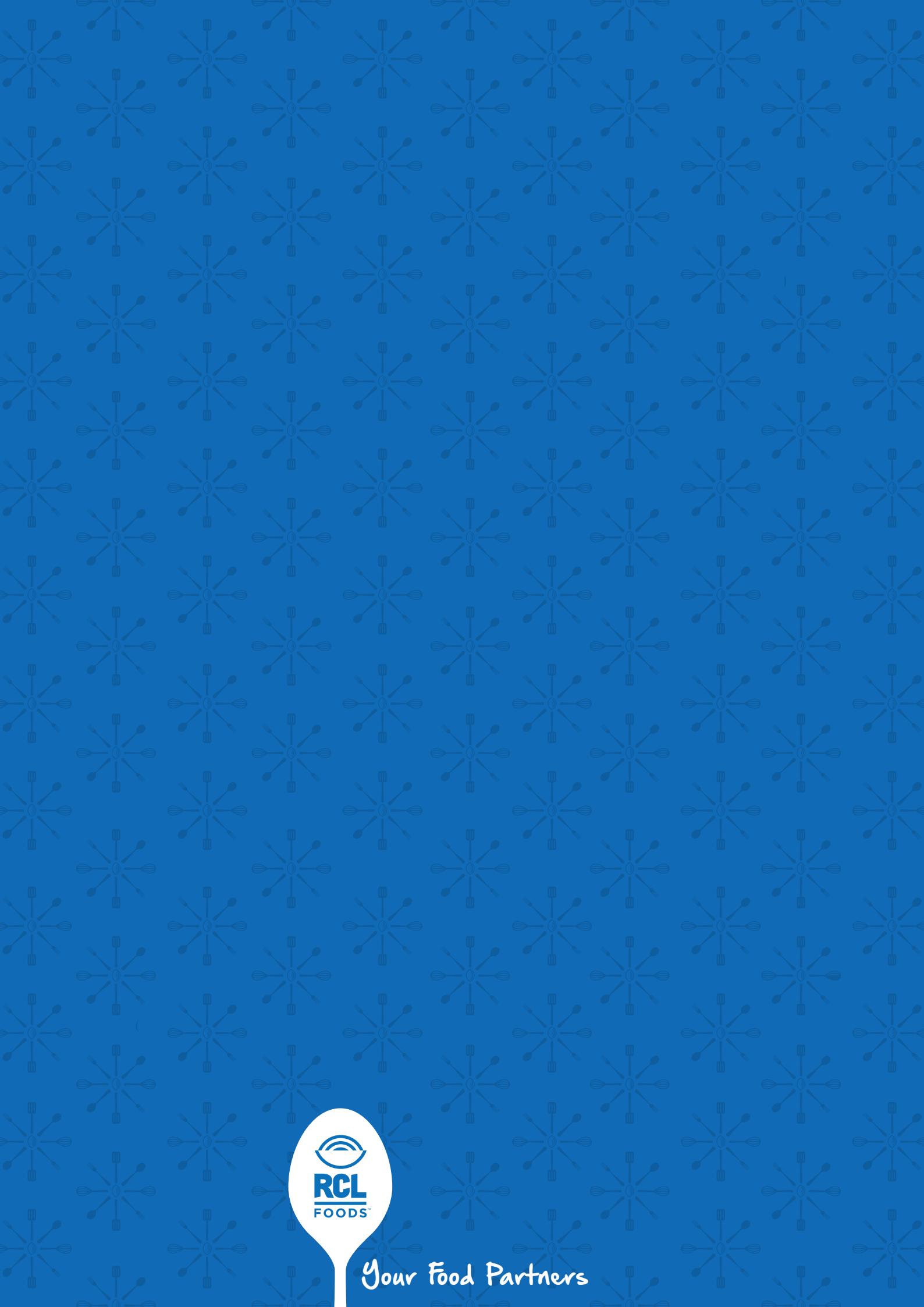
- Sanitize packaging when receiving where possible
- Always wash your hands before and after
- Cover your mouth with your flexed elbow when coughing and sneezing
- Food must be 60°C and above or below 4°C
- No cross contamination - use the correct colour boards and utensils
- Wash all utensils with hot soapy water
- Store food chilled
- Defrost in the chiller - could take up to 48 hours
- Ensure containers are sealed
- Food spoilage and wastages raises food costs.

5 STEPS TO FOOD SAFETY

| | | | | |
|---|--|---|---|---|
| <p>1</p> <p>BE CLEAN BE HEALTHY</p>  <p>WASH HANDS FREQUENTLY</p>  <p>DO NOT WORK WITH FOOD IF YOU ARE ILL</p>  <p>NEVER TOUCH READY TO EAT FOOD WITH BARE HANDS</p> | <p>2</p> <p>KEEP IT COOL KEEP IT HOT</p>  <p>KEEP COLD FOODS AT 4°C OR BELOW</p>  <p>KEEP HOT FOODS AT 60°C OR ABOVE</p> | <p>3</p> <p>DON'T CROSS- CONTAMINATE</p>  <p>DON'T STORE RAW FOODS OVER COOKED OR READY-TO-EAT FOODS</p> <p>NEVER PREPARE READY TO EAT FOODS ON THE SAME SURFACE OR WITH THE SAME UTENSILS USED TO PREPARE RAW ANIMAL PROTEINS</p> | <p>4</p> <p>WASH, RINSE & SANITIZE</p>  <p>1. WASH</p>  <p>2. RINSE</p>  <p>3. SANITIZE</p> <p>PROPERLY WASH RINSE AND SANITIZE ALL FOOD CONTACT UTENSILS AND EQUIPMENT</p> | <p>5</p> <p>COOK IT AND CHILL IT</p>  <p>COOK FOOD UNTIL IT REACHES PROPER INTERNAL TEMPERATURE</p>  <p>RAPIDLY COOL FOOD TO 4°C OR BELOW</p> |
|---|--|---|---|---|



- No food to be stored or kept between 4°C and 60°C
- Only defrost food in the chiller to avoid the danger zone
- Pie warmers and bain maries must be between 65°C - 70°C to be safe and avoid food drying out.



Your Food Partners