



Plan the Menu

A menu that includes many potentially hazardous foods is risky. These are foods that can support the growth of food borne disease-causing microorganisms. When handled improperly, these foods are more likely to be the cause of a food borne illness outbreak.

Examples of Potentially Hazardous Foods:

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|----------------|---|--------------|--------------------------|-----------|
| * Hamburgers | * Tacos | * Hot Dogs | * Chili | * Fajitas |
| * Meat pizza | * Chicken | * Sausage | * Doughs | * Eggs |
| * Cream pies | * Custards | * Cut Melons | * Meat or poultry salads | |
| * Bean sprouts | * Cooked vegetables, including potatoes | | | |

To reduce the risk of food borne illness, use more non - potentially hazardous foods. These are foods that are not able to support growth of disease-causing microorganisms because they are acidic, or have low moisture, high sugar, or a high salt content.

Examples of Non-Potentially Hazardous Foods:

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|-----------|----------------|--------------|---------------|----------------|
| * Cookies | * Breads | * Fruit Pies | * Cakes | * Potato Chips |
| * Popcorn | * Cotton Candy | * Candy Bars | * Soft Drinks | |

Or plan a menu with foods that require minimal handling.

Examples of Commercial Products

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|----------------|--|
| * Canned chili | *Store-bought macaroni, pasta, potato salads |
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Examples of Made to Order Items

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|--------------|-----------|--------|--------------|--------------------|
| * Hamburgers | * Fajitas | * Subs | * Sandwiches | * Sausage grinders |
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Do not prepare foods at an unapproved location such as in a home kitchen or use home-canned foods or foods purchased from street vendors. These may increase risk and may also violate many health department regulations.



Receiving

- ▶ Buy high quality foods.
- ▶ Be sure that all meat products are government inspected.
- ▶ Inspect all food on delivery for damage or spoilage (package intact, no foul odors).
- ▶ Check temperatures. Meat, poultry, eggs, and milk products should arrive at the site at 40° F or below, check for signs of thawing.

Storage

- ▶ Food should be stored promptly to maintain correct temperature.
- ▶ Label food with date of purchase or date of arrival.
- ▶ Keep storage areas clean.
- ▶ Home appliances are not suitable for larger scale food storage.
- ▶ Rotate food so the oldest is used first and within recommended storage times.
- ▶ Throw out any bulging, cracking or rusty cans.
- ▶ Do not use foods from previous year, such as individual packets of mustard, mayonnaise, and ketchup.
- ▶ Store frozen food at 0° F. or lower, refrigerate foods at 40° F. or lower.
- ▶ Store food away from cleaning supplies and chemicals such as pesticides.
- ▶ Keep a calibrated appliance thermometer in refrigerators and freezers. Check daily.



Personal Hygiene

People are the most common source of food contamination.

To prevent contamination:

- Wash hands thoroughly and frequently. See illustration for a temporary hand washing set-up.

Thoroughly:

- Use running warm water
- Lather with soap
- Scrub under nails, between fingers, back of hands and wrists
- Wash for a minimum of 20 seconds....(sing "Happy Birthday to You")
- Rinse thoroughly
- Dry with disposable paper towel
- Turn off the water with the towel

Frequently:

- Before starting work
 - After using the restroom
 - After coughing, sneezing, blowing your nose
 - After touching head, hair, or other body parts
 - After touching raw food
 - After touching chemicals
 - After smoking, eating, drinking
 - When changing jobs in kitchen
 - During food preparation as needed
- When wearing gloves change and discard as often as you should wash your hands. DO NOT wash or reuse gloves, they should never replace handwashing.
 - Wear clean clothing, clean aprons, and hair restraint.
 - Food handlers should be free of sores, boils, open cuts, diarrhea, vomiting, cough or colds.
 - No smoking, eating, or drinking food in preparation areas.
 - Avoid jewelry, keep fingernails clean, unpolished, and trimmed, use hair restraints.



Sanitation

Make your food service area healthful and SAFE.

1st Clean - remove the dirt and filth.

2nd Sanitize - reduce the number of disease-causing microorganisms.

* Steps for sanitizing all food contact surfaces:

- Wash in **HOT**, soapy water
- Rinse with clean **HOT** water
- Sanitize- Wipe with a solution of 1 tablespoon of non-scented chlorine bleach to 1 gallon of **WARM** (75° F. - 120° F.) water. Use sanitizer test strips to monitor strength of solution.
- Air dry

* Provide a supply of paper towels or clean wiping cloths. When cloths are not in use, store in bleach solution (1 Tablespoon/1 gallon of water). Do not use sponges.

* Place bleach solution in spray bottles to clean tables and food service counters. This can help keep flies away.

* All food contact surfaces and equipment must be cleaned and sanitized daily or more often if needed

- At the beginning and end of the day.
- After contact with raw or potentially hazardous foods, such as milk, ground meat, hot dogs, poultry, eggs.

* Hand washing facilities must be available.

* Provide covered garbage cans for trash. They should be leakproof, easily cleanable, pest-proof, and durable. Clean them daily.

* To keep insects and mice away: buy food from a reputable supplier, dispose of garbage properly and promptly, store food properly, clean and sanitize operation thoroughly.



Preparing Food

- ★ Take perishables from refrigerator just before use.
- ★ Work in small batches
- ★ Return to refrigerator immediately after preparing or cook immediately
- ★ Use recommended thawing methods
 - ~ In the refrigerator at 41° F. or lower
 - ~ Under portable running water of 70° F. or lower.
 - ~ During the cooking process
 - ~ In the microwave - but cook immediately
- ★ Wash fruits and vegetables



Cooking Food

- ★ Use tongs or gloved hand
- ★ Use a clean tasting spoon
- ★ Cook to minimum internal temperature requirements
- ★ Check temperatures with thermometer

Hot Holding Food

- ★ Remember the 4-hour rule!
 - ~ cooked food should not remain out at room temperature more than 4 hours.
- ★ Cover foods, stir regularly
- ★ Prepare foods in small batches
- ★ Do not mix leftovers with fresh items
- ★ Use separate utensils
- ★ Check temperature every 2 hours
- ★ Heat food to serving temperature before placing in hot-holding unit.



Cross Contamination

Cross contamination occurs when a clean work surface, utensil or uncontaminated food comes into contact with a contaminated work surface, utensil, hand, or foot.

To prevent:

- Clean and sanitize all surfaces and equipment between jobs.
- Thaw meat and poultry on a tray in the refrigerator below cooked foods and produce, so juices do not drip on them.
- Use separate cutting surface and utensils after cutting meat.
- Wash hands thoroughly after and between handling different foods; raw or cooked, changing assignments and handling money.
- Clean all surfaces, utensils and hands after cutting meat. Do not reuse for another item prior to cleaning.
- Designate separate preparation areas for raw, cooked and ready-to-eat foods.
- Never pool eggs (breaking together, kept at room temperature, adding old to new). If you need large quantities, use pasteurized eggs.
- Use utensils, disposable waxed paper, or gloves when handling ready-to-eat foods.



Temperature Control

Keep potentially hazardous foods out of the DANGER ZONE (40° F. -140° F.)

Use a thermometer to check temperatures.

Keep HOT Foods HOT!

- ◆ Cook to appropriate temperatures.
- ◆ Reheat leftovers to 165° F. quickly, use once then throw away.
- ◆ When using a microwave, 2 minute standing time is required for even heating.
- ◆ Cook foods without interruption.
- ◆ Hold hot foods at 140° F. or higher.

Keep COLD Foods COLD!

- ◆ Hold at 40° F. or below.
- ◆ Place leftovers in shallow dishes in refrigerator for rapid cooling.
- ◆ Defrost frozen foods in refrigerator or under cold running water. *Do not thaw foods at room temperature!!!*

