Keep It Covered & Keep It Clean
Store foods in the refrigerator in the following order:

- **Prepared Foods**
  - Top Shelf

- **Fruits/Vegetables**

- **Fish/Seafood**

- **Beef/Pork**

- **Ground Meat**

- **Poultry**
  - Bottom Shelf

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Cooking Temperatures

Hold at specified temperature for 15 seconds to kill bacteria

Poultry 165°F
- Includes chicken, turkey, duck and goose
- Soups, stews, stuffing, casseroles
- Stuffed meat: poultry, fish and pasta
- Leftovers (to reheat)

Ground Meats 155°F
- Includes hamburger, sausage, meatloaf and other ground meats and ground fish
- Eggs – cooked and held for service (such as scrambled)

Whole Meats & Fish 145°F
- Beef, lamb, veal, pork, ham (steaks, chops and roasts)
- Fish, shellfish
- Eggs

Wash and sanitize your thermometer after each use.

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Safe Thawing

- In a refrigerator
- Under cold running water
- As a part of cooking
- In a microwave

Do not allow any portion of the food to be above 41°F for more than 4 hours!

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Handwashing Methods

✓ Use soap and warm running water.
✓ Rub your hands vigorously for 20 seconds.
✓ Wash all surfaces, including:
  • Backs of hands
  • Wrists
  • Between fingers
  • Under fingernails
✓ Rinse well.
✓ Dry hands with a paper towel.
✓ Turn off the water using a paper towel instead of bare hands.

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Large quantities of hot foods must be cooled using one of these methods:
1. Metal containers not more than 3 inches deep
2. Using a frozen ice paddle or ice wand
3. Using an ice bath, stirring often (the level of ice must be the same depth outside as the product is inside to be most effective)

Note: The use of a cooling log is recommended.

Factors Which Speed the Cooling of Foods:

- **CONTAINERS:** Aluminum and stainless steel metals chill food the fastest. Glass and plastic are insulators, so the food cools more slowly.
- **VOLUME:** Reduce large quantities of heated food to smaller amounts. Small batches in shallow metal pans chill the fastest.
- **STIRRING:** Speed up cooling by stirring the foods. Stir the foods every 15 minutes or each time you walk by.
- **AIR CIRCULATION:** To cool foods faster, chill partially uncovered, then cover once food is cold. Stacked pans block air circulation. When stacked, the pile of pans acts as a hot unit. Maximize air flow in the cooler by using commercial wire racks and by not blocking the fans.

Rapid Cooling Means Safe Food

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Calibrating a Bi-Metallic Stemmed Thermometer

When:

• At least once a week
• After a thermometer is dropped or after rough handling
• After extreme temperature changes

How:

• Fill a medium sized glass with half ice and half water. Place the thermometer in the ice water.
• Wait 3 minutes, stirring water occasionally.
• After 3 minutes, thermometer should read 32°F.

Corrective Action:

If thermometer does not read 32°F:

1. Leave it in the ice water.

2. Using pliers or an adjustable wrench, turn adjustable nut (if available) on the back of thermometer until needle reads 32°F (it may be necessary to add more ice). For digital thermometers see manufacturers instructions.

3. Wait 3 minutes, stirring occasionally.

4. After 3 minutes, thermometer should read 32°F (if not, repeat corrective action).
When used for dishwashing, sanitizing stationary equipment, and wiping cloths:

- Chlorine (bleach) – 50 to 200 ppm*
- Iodine – 12.5 to 25 ppm
- Quaternary Ammonia – use according to manufacturer’s instructions

How often should I sanitize?

- For items in continual use (i.e., hot dog tongs) sanitize every 4 hours.
- For items not in continual use, sanitize when they become soiled.

*ppm = parts per million

Make sure that the proper test strips are available.

Make sure the instructions for test strips are followed (test strips have different “dip” times).
Dishwashing By Hand

WASH
With detergent in water at no less than 110°F.

RINSE
In clean hot water.

SANITIZE
With an approved sanitizer such as chlorine (bleach), quaternary ammonia or iodine for at least one minute.
Storage Room Basics

- Maintain temperature between 50°F and 70°F.
- Use FIFO Storage: First In, First Out.
- Store items at least six inches above floor surface.
- Store chemical items separately from food.
- Keep floors clean.
- Keep area free from clutter.

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Produce/Salad Area

Clean and sanitize slicers, choppers, and other equipment before and after each use.

Use clean and sanitized utensils for each different task.

Use separate cutting boards for raw meats and vegetables.

Clean and sanitize work surfaces before and after each use.

Wash produce in prep sink only.

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Personal Cleanliness and Hygienic Practices

You are the most important part of food safety

- Maintain a high degree of personal cleanliness and good hygienic practices.
- Remove jewelry before reporting to work.
- Wear a clean uniform that is free from stains and wrinkles.
- Keep fingernails clean, trim, filed, and maintained.
- Polished or artificial nails are not permitted when working with exposed food, unless gloves are worn.
- Consume food and drinks in designated areas only.
- No employee, while infected with a communicable disease that can be transmitted by food, shall work in a retail food establishment.
- All wounds shall be covered by waterproof bandages and single-use gloves if on the hands or wrist.

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Proper Holding Temperatures

Keep hot foods above 135°F

Keep cold foods below 41°F

Danger Zone:
Keep foods out of this temperature range:
135°F – 41°F

Throw out food if it is in the DANGER ZONE for longer than 4 hours.

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Separate!
Don’t Cross-Contaminate

- Use a separate cutting board for produce and raw meat.
- Never place cooked food back onto a plate that previously held raw meat, poultry, seafood, or eggs.
- Wash your hands in between tasks.
- Sanitize all surfaces between tasks.
- Cook all foods to the appropriate temperature.

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Symptoms may include:

- Hives or itchy rashes
- Nausea
- Abdominal pain
- Swelling of the body
- Vomiting and/or Diarrhea
- Wheezing
- Shortness of breath

The person in charge is responsible to be knowledgeable of these allergens and their symptoms, per Colorado Retail Food Regulations Sec 2-102,16
Reheating Foods

Reheat foods using proper procedures

Reheat any food that has been cooked, cooled and will be re-heated for hot holding to $165^\circ F$ for 15 seconds.

Rapidly re-heat foods from $41^\circ F$ to $165^\circ F$ within 2 hrs before placing items in hot hold units.

Proper reheating equipment can include: Grill, microwave, and oven. **Does not include steam table unless design/model allows.**

Once a food item has been cooled it can be reheated to any desired temperature ONLY if it is prepared for immediate consumption.

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