PUT FOOD SAFETY FIRST!

Food Safety

Handbook for Food Service Workers

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YOU ARE THE FRONT LINE AGAINST FOODBORNE ILLNESS!

This manual will provide you with basic safe food handling tips, so that you are better prepared in your workplace.

13. There are four safe ways to thaw foods: in a refrigerator, under cold running water, in a microwave and leaving it on the table top at room temperature.　　　　　T　　　F

14. When cooling, the time it takes to bring the temperature down from 135ºF to 70ºF is three hours.　　　　　T　　　F

15. For cooling to be effective, factors such as amount of foods, frequency in stirring and air circulation play a very important role.　　　　　T　　　F

Answer keys :
1. F
2. T
3. F
4. F
5. T
6. F
7. T
8. T
9. F
10. F
11. T
12. T
13. F
14. F
15. T

QUIZ

1. Polished or artificial nails are permitted when working with exposed food.   T   F

2. I should notify my supervisor if I have symptoms such as diarrhea, fever or a cold.   T   F

3. When I don't have a hand sink nearby I can use hand sanitizer instead.   T   F

4. I don't need to wash my hands when I'm putting on new gloves.   T   F

5. Cross contamination can be avoided by separating raw meats from ready-to-eat foods.   T   F

6. Raw chicken can be stored on the shelves above raw vegetables.   T   F

7. The contamination of food with toxic chemicals can cause serious illness.   T   F

8. Food establishments shall have the test strips for their sanitizer available at all times.   T   F

9. Proper dishwashing is done by scraping, washing and rinsing.   T   F

10. Food thermometers need to be calibrated only once a year.   T   F

11. Most bacteria grow quickly when foods are at temperatures between 41ºF and 135ºF.   T   F

12. The proper temperature to reheat foods is 165°F.   T   F

Contents

Personal Cleanliness and Hygienic Practices

YOU are the most important part of Food Safety

A wide range of germs exist naturally on the body: hair, skin, nails, clothes. These germs can cause illness. Therefore, it is important to protect foods from being contaminated with germs that we may carry.

- Maintain a high degree of personal cleanliness and good hygiene .

- Remove jewelry before reporting to work .

- Wear a clean uniform that is free from stains and wrinkles.

- Keep fingernails clean, trim, filed and maintained.

- Unless wearing intact gloves in good repair, polished or artificial nails are not permitted when working with exposed food.

- Consume and store personal foods and drinks in designated areas only

- All wounds shall be covered by waterproof bandage and single-use glove if on the hands or wrist.

The use of chemical sanitizers may be toxic if not used in accordance with the labeling requirements. Most commonly used are:

Chlorine (bleach) - 50 ppm to 200 ppm

Quaternary Ammonium: Use according to manufacturer's instructions.

Iodine - 12.5 ppm to 50 ppm

Tips:

- Make sure that the proper test strips are being used.

- Make sure that instructions for test strips are followed, because they all have different "dip" times.

Food establishments shall have the specific test strips for their sanitizer available at all times.

Toxic Chemicals Use and Storage

Keep chemicals separate and use them properly!

The contamination of food or food contact surfaces with toxic chemicals can cause serious illness.

All chemical containers and personal care items should be clearly labeled and are only to be used according to the manufacturer directions.

Store all poisonous and toxic materials away from food, equipment, utensils, linens and single-service articles.

 Poisonous or toxic materials that are not required for the maintenance and operation of the establishment should be removed.

Sick Policy

If an employee is infected with an illness that can be transmitted by foods, they can not work in a retail food establishment.

Do not handle foods if you have symptoms such as:

- Diarrhea
- Fever
- Coughing
- Sneezing
- Or any other symptoms of illness

⚠ Notify your supervisor immediately if you have any of these signs!

Handwashing

Food handlers with <u>dirty hands and/or fingernails may contaminate the food being prepared</u>. Any activity which may dirty your hands must be followed by a thorough handwashing.

Proper handwashing procedure:

1. Use soap and warm running water.

2. Rub your hands vigorously for at least 20 seconds.

3. Wash all surfaces, including:

   - Back of hands

   - Wrists

   - Between fingers

   - Under fingernails

4. Dry hands with a paper towel

5. Turn off the water using a paper towel instead of bare clean hands.

⚠ Hand sanitizer shall not be used instead of handwashing
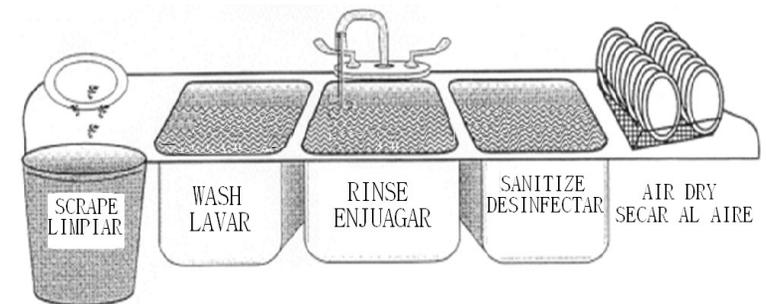
Cleaning and Sanitizing

All surfaces should be cleaned and sanitized frequently to avoid the buildup of bacteria and other debris that could contaminate the food.

The surfaces that need to be cleaned include (and are not limited to):

- equipments: Ice machines, coffee machines, inside of microwaves, refrigerators, oven, stoves, ventilation hoods

- utensils: Dishes, silverware, cooking utensils, pots, pans, cutting boards

Proper dishwashing is done in three steps:

Wash-Rinse-Sanitize

SCRAPE LIMPIAR — WASH LAVAR — RINSE ENJUAGAR — SANITIZE DESINFECTAR — AIR DRY SECAR AL AIRE

Mechanical ware-washing is effective as well. Make sure it's using an approved sanitizer or that the temperature reaches 180ºF (160ºF on surface).
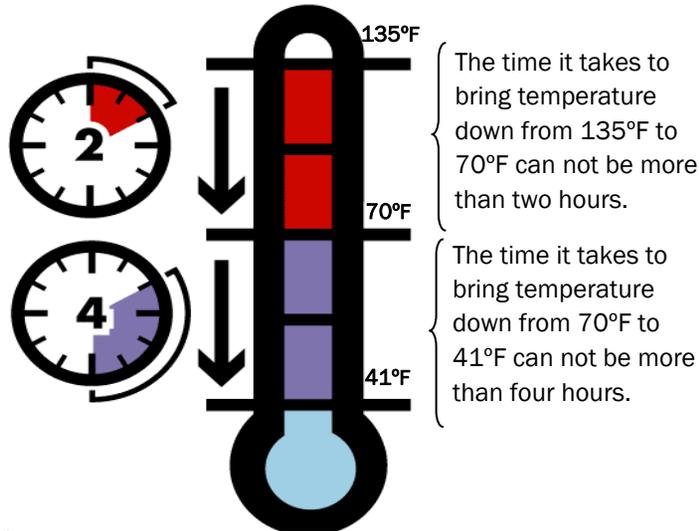
⚠ Continuously used items should be cleaned and sanitized at least every four hours.

Cooling

Safe cooling requires removing heat from food <u>quickly</u> to prevent bacterial growth.

For rapid cooling these parameters should be met:

135°F

The time it takes to bring temperature down from 135°F to 70°F can not be more than two hours.

70°F

The time it takes to bring temperature down from 70°F to 41°F can not be more than four hours.

41°F

You can rapidly cool foods using methods such as:

- ice baths
- refrigeration
- ice wands

For any of these methods to be effective, factors such as amount of foods, frequency of stirring, containers used, and air circulation play a very important role.

When am I required to wash my hands?

- When returning to the kitchen after using the restroom.

- After coughing, sneezing, using a handkerchief or disposable tissue, using tobacco, eating, or drinking.

- When switching between working with raw foods of animal origin and working with ready-to-eat foods.

- After touching bare human body parts other than clean hands and clean, exposed portions of arms.

- During food preparation as often as necessary to remove soil and contamination and to prevent cross-contamination when changing tasks.

- Before putting on single-use gloves for working with food, and between removing soiled gloves and putting on clean gloves.

- After handling soiled equipment or utensils.

Food Contamination

Food could become contaminated by germs, dust or chemicals introduced during storage, preparation or the cooking processes.

Separate!

Do not cross contaminate!!

Cross contamination can be prevented by separating raw meats from ready-to-eat foods.

Raw meats must also be separated from each other because cooking temperatures are different for each product.

- If possible, use more than one 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.
- Wash, rinse and sanitize all surfaces between tasks.
- Cook all foods to the appropriate temperature.
- Don't handle ready-to-eat foods with bare hands.

Regulations prohibit bare hand contact with ready-to-eat foods and requires good handwashing by food service workers.

Thawing

Freezing prevents bacterial growth in foods, but usually does not destroy all microorganisms. Improper thawing provides an opportunity for surviving bacteria to grow to a harmful amount.

There are four safe ways to thaw your foods:

- in a refrigerator

- under cold running water

- as a part of cooking

- in a microwave

Minimum Cooking Food Temperatures

- Poultry, game birds, stuffed foods and reheated foods: **165°F**

- Ground meats, sausages, ground fish, and game animals: **155°F**

- Eggs, and whole cuts of pork, lamb, beef, and fish: **145°F**

- Cooked fruits and vegetables and other potentially hazardous foods: **135°F**

- Rare roast beef: **130°F**

<u>Hold at specified temperatures for</u>

<u>15 seconds to kill bacteria.</u>

Foods held between 41ºF and 135ºF may cause foodborne illness!

> ⚠️ It is very important to have adequate hot or cold holding equipment with enough capacity to meet the heating and cooling demands of the operation.

Refrigerate Safely!

Separate cooked and raw foods and organize your refrigerator's shelves in the following order from top to bottom:

Prepared Foods

Fruits/Vegetables

Fish/Seafood

Beef/Pork

Ground Meat

Poultry

Food Temperature

Temperature is one of the prime factors that controls the growth of bacteria in food. However, cooking does not always destroy the toxins produced by bacteria. <u>Avoid temperature abuse by making sure all foods are kept at the right temperature at all times.</u>

Make sure you are equipped with accurate thermometers

Calibrate thermometers regularly:

- after a thermometer is dropped or after rough handling

- after extreme temperature changes

- at least once a week

How to calibrate food thermometers:

1. Fill a medium sized glass with half ice and half water and place thermometer in glass of ice water.

2. Wait three minutes, stir water occasionally.

3. After three minutes, thermometer should read 32°F.

4. If it doesn't read 32ºF, adjust the dial to 32ºF while in iced water.

Temperature Danger Zones

Bacteria can grow if food remains in the temperature danger zone of 41ºF to 135ºF for too long. Always keep hot foods hot and cold foods cold. Avoid leaving any foods unattended in the danger zone (i.e.: at room temperature).

KEEP HOT FOODS ABOVE 135˚F 57 ˚C

135°F
57 ˚C

DANGERZONE

Most bacteria multiply rapidly between 41ºF and 135ºF .

KEEP COLD FOODS BELOW 41˚F 5˚C

41°F
5˚C