

**Food Service Program****Food Safety**

In order to implement the District's Food Safety Program, standard operating procedures should be developed in the following area:

**General Safety Considerations**

- ⌚ Prohibit bare hand contact with ready to eat foods
- ⌚ Store chemicals away from food and food related supplies

**Personnel**

- ⌚ Require hand washing after restroom use, sneezing, coughing, or after performing any cleaning activity.
- ⌚ Develop a policy for restricting or excluding ill employees from food production or preparation areas.

**Product Procurement**

- ⌚ Follow recommendations for selecting vendors such as those found in State distributing agency vendor certification procedures.
- ⌚ Develop buyer product specifications.

**Receiving**

- ⌚ Reject all cans with swollen sides or ends, flawed seals and seams, rust or dents.
- ⌚ Put perishable foods into the refrigerator or freezer immediately.

**Storing**

- ⌚ Store all food and paper supplies 6 to 8 inches off the floor.
- ⌚ Label all food with name of the school and delivery date.

**Transporting**

- ⌚ Preheat transfer cart prior to use.
- ⌚ Limit transport travel time to a maximum of 2 hours.
- ⌚ Keep hot foods hot (above 135 °F) and cold foods cold (below 41 °F).

**Preparation**

- ⌚ Do not keep food in the "danger zone" (between 41 °F and 135 °F) for more than 4 hours.

⌚ Handle food with utensils, clean, gloved hands, or clean hands. (Bare hand contact with food during preparation should be limited. Bare hand contact with RTE foods should be prohibited.)

#### Cleaning / Sanitizing

⌚ Use clean water, free of grease and food particles.

⌚ Keep wiping cloths in sanitizing solution while cleaning.

#### Cooking and Documenting Temperatures

⌚ Record all temperatures when they are taken.

⌚ Use only a clean and sanitized thermometer when taking internal temperatures of food.

#### Cooling

⌚ Cool rapidly by storing food in small batches in individual containers; cover loosely so that heat can escape quickly.

⌚ Keep cold foods cold by pre-chilling ingredients for salads.

#### Reheating

⌚ Transfer reheated food to hot-holding equipment only when the food reaches the proper temperature.

⌚ Use only cooking ranges, ovens, steamers, and microwave ovens to reheat foods. Use hot-holding equipment only to maintain temperature and not for rapidly heating food.