

## TOOLBOX

### KEEP IT CLEAN: Food Contact Surfaces--work areas, equipment, utensils, cutting boards

#### Event Supply Checklist

- Three-bin sink
- Detergent, washing cloths
- Bleach or other sanitizer



#### Introduction

A good sanitation program is the foundation of a food safety program. If food preparation surfaces, utensils or equipment are contaminated, the microorganisms can easily be transferred to the food

#### Objectives:

Participants will be able to:

1. Clean and sanitize work surfaces, utensils, equipment
2. Properly handle garbage, wastewater and foodservice chemicals.

#### Teaching Aids

- Illustration of Three-Bin Sink at Temporary Event
- "Clean and Safe?" case study
- Kitchen Sanitation checklist

#### Activities

##### Part A: Keep It Clean

1. Distribute "Clean and Safe case study. Review and discuss.
2. Review and discuss Kitchen Sanitation Checklist

**Clean vs. Sanitary:** Food preparation surfaces, equipment and utensils must be clean and sanitary in a food service setting. Cleaning is the process of getting rid of any visible dirt or soil. Following cleaning, you should sanitize –or use a chemical solution (or very hot water) to get rid of most pathogenic or sick making organisms. You are not going to sterilize food preparation surfaces—or make them free of all microorganisms. This is not practical or necessary.

#### Discussion Points:

- What is the meaning of clean vs. sanitized? How does each procedure relate to food safety?
- Always clean a utensil or work surface before sanitizing it. Sanitizing alone is not effective. Dirt and soil can protect bacteria from your sanitizing solution.
- How to make the sanitizing solution and use of test strips (refer to page on web site)
- Using a 3 bay sink to clean, rinse, and sanitize pots, pans and utensils. Discuss ways to improvise a 3 bay sink if one is not available (no sink or a one

or two bay sink) in a temporary setting. Also, steps to cleaning and sanitizing using the 3 bay sink set-up

- Use sanitizer test strips to be sure it is effective. Sanitizers can lose their effectiveness over time when exposed to soap, food, or air. At the very least, change sanitizer when the wash water is low on suds.
- How to handle garbage and wastewater at a temporary foodservice setting.
- Keeping track with a checklist:
  - Keeping records of sanitation practices makes good sense. If an outbreak should occur, documentation of every best effort to keep things clean and sanitary can only help you.
  - A simple check list is all you need. Make a list of daily tasks, when they should be done, and who should do them. Once accomplished, the volunteer can simply initial the checklist. (See handout).

## **Part B: Garbage and wastewater handling**

### **Discussion Points:**

- All garbage must be kept in clean containers.
- Empty garbage regularly to prevent insect infestation.
- Clean and sanitize garbage containers daily.
- Wastewater must be disposed in a sanitary sewer or approved dumping station—not poured on the ground.



## **Part C: Safe use and proper labeling of foodservice chemicals**

### **Discussion points:**

- Foodservice chemicals must be stored away from food. This includes cleaning chemical, sanitizers (including bleach) and pesticides or insect sprays.
- All chemicals must be stored in their original container with the proper labeling.
- Use all chemicals according to manufacturer's instructions.
- Follow the label directions for use as using less than recommended may make them ineffective, while too high a concentration may be toxic.

### **Credits**

1. Clean and Safe Case Study adapted from "Utensil Washing Case Study," "S.A.F.E." SAFE Food Handling Education Program for Foodservice Workers, Colorado State University, 1994
2. Clean vs Sanitary, Handbook for Safe Foodservice Management, National Assessment Institute, 1994, p 45

**Answers to "Clean and Safe?" case study:**

- 1) Proper procedure for dish washing.
- 2) The problems that could arise from the way Bob was washing the equipment:  
A. Not scraping and pre-soaking the dishes would quickly fill the wash water with food particles and make the detergent less effective. B Too much soap would make it difficult to rinse the dishes properly, would foul the rinse water and making the sanitizer ineffective, as soap was transferred to the sanitizer sink. C. Bob did not know he needed a third bucket to sanitize the utensils. He also must measure the sanitizer correctly or test its strength, so that it is not too weak or too strong. In addition, he needs to leave the items in the sanitizer for "a count of 10" for it to sanitize the items.

The principle to remember from this case is: No matter how "simple" a task seems, supervisors need to take the time to explain properly to employees exactly what is required in a job and why each step is important. It is important to provide "How To" instructions and to follow up later to make sure that the employee understands the directions and can perform the task properly.

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**CLEAN AND SAFE CASE STUDY**

As a new volunteer working at the church food booth, Bob was assigned to wash pots and pans. The booth supervisor was late returning from an appointment on Bob's first day. The cooks and other volunteer in the booth thought that anyone could wash pots and pans. They just showed him the plastic buckets serving as a sink and detergent and told him to "go to it."

Bob wanted to do a good job, so he started as best he could. Some of the pans had to soak. He put them in a bucket with some water. After soaking for a while, he added more water and poured in detergent; it got pretty sudsy, but he thought the more the better. He then filled the second bucket with water to rinse the pots. He used the third bucket to hold the utensils until he could dry them with a towel.

He was busily washing pots and pans when the supervisor returned and came in to check on things. She saw that the first bucket was full of soap and Bob was dipping rinsing the items in the second bucket (now, almost as sudsy as the first). She stopped him immediately and spent some time with him discussing how to wash, rinse and **sanitize** pots, pans and utensils properly.

Answer the following questions:

1. What procedures would you explain (at least 5) to Bob and why are they important?
  
2. What problems could arise from the way Bob was washing the pots and pans?

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## **KITCHEN SANITATION CHECKLIST**

### **Washing and Sanitizing Pots, Pans, Dishes, Silverware, Glasses, etc.**

- Three bin sink or commercial dishwasher
- Adequate supply of detergent
- Adequate supply of chlorine bleach for sanitizing
- Chlorine test strips
- Adequate supply of warm water for washing, rinsing and sanitizing

### **Cleaning Countertops**

- Wiping cloths
- Chlorine sanitizing solution at least 100 ppm for storing wiping cloths
- Surfaces wiped regularly or at least every four hours

### **Cleaning Equipment**

- Cleaned as recommended by manufacturer
- Specific cleaning supplies for equipment as recommended by manufacturer

### **Garbage**

- Garbage cans cleaned daily
- Full garbage cans emptied on a regular basis

### **Wastewater**

- Arrangements made for disposal into a sewer system or approved dumping station- it can not be emptied directly onto the ground

### **Safe use and proper labeling of foodservice chemicals**

- Foodservice chemicals must be stored away from food.
- All chemicals must be stored in their original container with the proper labeling.
- Use all chemicals according to manufacturer's instructions.

