




Proper Manual Dishwashing Procedures Three Compartment Sinks

Basin #1 Wash Sink	Basin #2 Rinse Sink	Basin #3 Sanitize Sink
Use clean water and add extra detergent when necessary.	Use clear, clean water.	
		
Water Temperature 110° to 120° F	Water Temperature 100° to 120° F	Water Temperature 75° to 100° F

1. Must have compatible test kit available to verify concentration of the sanitizer being used.
2. May use chlorine 50-99 ppm for 7 seconds of contact time.
3. May use quaternary ammonia at 200-400 ppm (or as per manufacturer's specifications) for 30 seconds of contact time .
4. May use iodine at 12.5-25 ppm for 30 seconds of contact time.
5. Last step is to air dry.

Cooking Temperatures

135°F

- Ready to eat/processed foods & produce (& hot holding)

145°F

- Raw cuts of beef, pork, fish, lamb, veal, & eggs
- Raw corned beef, roast beef, pork roast & prime rib but must hold at 145°F for 4 min.

155°F

- Raw ground beef, pork, fish; pinned & injected meats; pooled eggs

165°F

- Raw chicken, turkey, casseroles, stuffed foods; meat, fish, & poultry in a microwave (& reheating all foods w/in 2 hrs)

Cooling Foods

(NEVER cover a cooling food.)

**Cool foods from 135° F to 70° F within 2 hours, then
continue cooling foods from 70° F to 41° F within 4
hours**

Cool Foods:

- In shallow pans
- By Breaking down food into smaller portions (i.e. 5lbs. Roast cut into quarters)
- With an ice bath with stirring procedures
- Using ice as in ingredient
- Using chill sticks/cold paddles
- Use any combination of the above

Note:

Protein salads (egg, tuna, pasta, potato, macaroni) must have All ingredients at 41° F before combining together.

Cooling, Holding and Reheating

Cooling

- Cooling
 - Ice Water Bath
 - Ice Paddle
 - Blast chiller
 - Cool from 135-41 or lower within 6 hours
 - 1. 135-70 within 2 hours
 - 2. Cool to 41 over next 4 hours.

Holding

- Holding
 - Hot foods hot
 - 135 or higher
 - Cold foods cold
 - 41 or lower
 - Check temperatures every 4 hours

Reheating

- Reheating Foods
 - Food for Holding
 - Food must reach an internal temp of 165 within 2 hours

**** Pathogens grow faster between 125 and 70F**



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Date Marking Food

Prepared and Refrigerated TCS Ready- to-Eat Foods	<p>Time Temperature Controlled for Safety (TSC) Foods that are ready to eat and held for more than 24 hours shall be clearly date marked at the time of preparation. The food must be date marked with either the date of preparation or the date the food shall be used by.</p> <p>Note: The day that the food is prepared/ opened counts as “Day One”.</p>	<p>The time frame permitted for use is:</p> <p>7 Days or less and foods maintained at 41F or less</p>
Prepared and Frozen TCS Ready-to-Eat Foods	<p>Time Temperature Controlled for Safety (TCS) Foods that are ready to eat and subsequently frozen shall be clearly date marked with date made/opened AND date frozen.</p> <p>When the TCS ready to eat food is removed from the freezer, that date (“Pull Date”) must be present. Subtract the time before freezing that the TCS ready to eat food was held refrigerated at 41F or less and then continue to use for no longer than 7 total days in the refrigerator. (Pick up where you left off counting the days of use.)</p>	<p>For Example, TCS ready to eat food cooked on January 1st, and then frozen on January 3rd (3 days of use), then pulled for thawing on January 20th, must have all these dates on it. When the food is pulled from the freezer, it can only be used until January 23rd (4 more days of use). The total life of the food in the refrigerator can only be a TOTAL of 7 days.</p>



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Retail Food Establishment
Food Service Operation
Planning for Unexpected Emergencies:

Fire
Flooding
Power Outage
Food Salvage
Water Emergency

Planning and Preparation BEFORE an Emergency:

Advance preparation is a key to food safety during a disaster. Some suggestions to prepare:

- Develop a written operational plan for your business and discuss with staff.
- Contact your insurance agent for suggestions on how best to prepare for and document loss during an emergency.
- Maintain your structure in a clean and safe condition.
- Consider purchasing or leasing generators to operate equipment and lights and/or dry ice or refrigerated trucks to reduce food loss. If you use a generator, make sure you have enough fuel on hand for continued operation and the generator is run outside.
- Make sure that your refrigerators and freezers are in good operational condition.
- Keep flashlights and a battery-operated radio with fresh batteries.
- Lower the air temperature of your refrigerators and freezers. Repack freezers to fill one/some, leave others empty.
- Make sure ice machines and ice bins are full. Bag loose ice and freeze. Having ice on hand may help prevent food loss when the power goes out.

Reopening AFTER an Emergency:

DO NOT prepare food until cleared for operation. Call the CHD to find out if an inspection is needed before reopening. The following conditions must be met before opening:

- A safe and adequate supply of hot and cold drinkable water.
- Electric power and gas service must be provided to operate refrigeration, lights,



water heaters and cooking equipment.

- Refrigerators and freezers must be at appropriate temperatures.
- Approved means of sewage and solid waste disposal.
- Discard all spoiled and suspect food.
- Clean and sanitize all areas with special attention to food contact surfaces.

Flooding and Food Safety:

- Do not sell or serve any food that may have come into contact with flood water, which may contain silt, raw sewage, oil or chemical waste. Discard any food that is not in an unopened metal can if there is any chance that it has come into contact with flood water.
- Food establishments in areas subject to floods should raise equipment and supplies to a higher level or transport to another location. Refrigerators or freezers can be raised by putting cement blocks under their corners. Food and single use products should be moved to a safe and dry area.

Fire

- Grease or structural fires and/or fire suppression system releases require a thorough evaluation of all food and single-use supplies and a significant amount of cleaning and sanitizing before any further food handling. Discard food that has been near a fire. Food exposed to fire can be damaged by the heat of the fire, toxic smoke fumes, and chemicals used to fight the fire. Food in cans or jars may appear to be okay, but the heat from a fire can activate food spoilage bacteria. If the heat is extreme, the cans or jars themselves can split or rupture, rendering the food unsafe. Food inside coolers or freezers may be contaminated also through loose seals, gaskets, or air intake.
- It is important to contact CHD and the local fire department for instructions specific to your circumstances and also when ready for an inspection.

Structural Damage

- In the event of high winds or a tornado, the local fire department or building official will advise as to the structural integrity of your building. If you are not sure that the building is safe, the best course of action would be to leave the premises and notify utility companies if service may need to be disconnected. Relocation of salvageable items may be appropriate.

Water Emergency

Unless special approval has been received from CHD, no food business may operate without a safe potable water supply. An interruption in water service or issuance of a boil order requires quick action. Shut off water if possible. Make sure all equipment connected to the water line (water filters, post-mix beverage machines, spray misters, coffee/tea makers, ice machines, glass washers, dishwashers, etc.) is flushed, cleaned and sanitized prior to being placed back in service. If approval has been obtained from the CHD for limited operation, purify all water used for drinking, cooking, and for washing eating and cooking utensils. Also disinfect the water used for washing hands, body, kitchen and bathroom surfaces. Do not use water that is discolored, has an odor, or is visibly dirty.

To disinfect water, use ONE of the following methods:

- Boil at a rolling boil for 1 full minute.
- Add eight (8) drops of liquid chlorine bleach to each gallon of water. Let the water stand at least 30 minutes. Make sure that the bleach has no other active ingredients than 4-6% sodium hypochlorite. Do NOT use scented bleach.

After safe water service has been restored, it is important to flush pipes and faucets, run cold water faucets for several minutes, cycle the water softener once, and disinfect drinking fountains. Then, flush by running water continuously for at least five minutes.

Power Outage

You must have power to operate unless the outage occurs for less than thirty minutes. Proper lighting is needed to see food preparation, cleaning and dishwashing. Coolers and freezers should be kept closed as much as possible to retain cold air. Accidents could lead to liability issues for employees and guests.

Food Salvage Guidelines Following a Power Outage, Flooding or Fire

It is very important to remember that the following information serves only as guidelines. Please contact the CHD for specific instructions.



Freezer

- Without power, a freezer operating in good repair and fully stocked will keep food frozen for approximately two days. A half-full freezer will generally keep food for only one day.
- Leaving the freezer closed will make food last as long as possible.
- When the power returns, it is generally safe to refreeze foods that still contain ice crystals.
- If product has thawed but has not exceeded 41°F, transfer product to a working cooler and treat as refrigerated food. Do not refreeze foods once they have thawed.
- When checking food temperatures, remember that foods generally thaw from the outside in, so the warmest part of the food will be on the outside or surface of the product.

Refrigerator

- Provided it is kept closed, a refrigerator or cooler will usually keep food cool for four to six hours without power, depending on the temperature in the kitchen.
- Once power has been restored, check the temperature of food in each unit. Do not open the cooler door any more than necessary until proper cooling temperatures are reached.
- If food is warmer than 41° F for more than 4 hours, it should be discarded.
- Do not place hot food in coolers in attempt to save them. This will raise the temperature of your cooler and cause more waste.

If time and temperature have not been monitored and documented, or are uncertain, it is necessary to discard the food.

Cans, Bottles and Jars

Bottles and jars cannot be salvaged if exposed to fire, chemicals, or flood water. Screw on lids and caps cannot be properly cleaned, so they must be discarded. However, unopened cans that have not been exposed to extreme heat and show no sign of physical damage can be salvaged through the process below:

- Remove paper label
- Wash with soap and rinse with water
- Sanitize with approved sanitizer at recommended concentration
- Air dry and re-label with a marker

Use of a Refrigerated Truck

Refrigerated trucks may be rented for food storage. Neighboring food businesses may have the potential to share one truck and divide costs. Make sure the truck has been appropriately cleaned for food storage and package food securely before storing.

Use of Dry Ice

If you have prior notice of a power outage or it appears that your freezer will be off longer than a day, dry ice can be used to keep foods cold. As a guideline, 25 pounds of dry ice for every 10 cubic feet of freezer storage capacity should keep the food in half full freezer frozen for 2 to 3 days. The same ratio of dry ice to freezer capacity in a fully loaded freezer can keep food frozen for 3 to 4 days. When handling dry ice, avoid breathing fumes and be sure to wear insulated gloves to prevent burns. Place heavy cardboard directly on the packages of frozen food, then place dry ice on the cardboard.

Nichele Blood

July 20, 2020



Food Safety Program

Department of Health

Bureau of Environmental Health and Radiation Protection

"To protect and improve the health of all Ohioans"

Food Safety & Power Outages: When to Save and When to Throw Out

REFRIGERATED FOODS – When to save and when to throw out:

MEAT, POULTRY, SEAFOOD	Above 40°F > 2 hours
Raw or leftover cooked meat, poultry, fish, or seafood; soy meat substitutes	Discard
Thawing meat or poultry	Discard
Salads: Meat, tuna, shrimp, chicken or egg salad	Discard
Gravy, stuffing, broth	Discard
Lunchmeats, hot dogs, bacon, sausage, dried beef	Discard
Pizza – with any topping	Discard
Canned hams labeled "Keep Refrigerated"	Discard
Canned meats and fish, opened	Discard
Casseroles, soups, stews	Discard
CHEESES	Above 40°F > 2 hours
Soft Cheeses: blue/bleu, Roquefort, Brie, Camembert, cottage, cream, Edam, Monterey Jack, ricotta, mozzarella, Muenster, Neufchatel, queso	Discard
Hard Cheeses: Cheddar, Colby, Swiss, Parmesan, provolone, Romano	Safe
Processed Cheeses	Safe
Shredded Cheeses	Discard
Low-fat Cheeses	Discard
Grated Parmesan, Romano, or combination (in can or jar)	Safe
DAIRY	Above 40°F > 2 hours
Milk, cream, sour cream, buttermilk, evaporated milk, yogurt, eggnog, soy milk	Discard
Butter, margarine	Safe
Baby formula, opened	Discard
EGGS	Above 40°F > 2 hours
Fresh eggs, hard-cooked in shell, egg dishes, egg products	Discard
Custards and puddings, quiche	Discard
FRUITS	Above 40°F > 2 hours
Fresh fruits, cut	Discard
Fruit juices, opened	Safe
Canned fruits, opened	Safe
Fresh fruits, coconut, raisins, dried fruits, candied fruits, dates	Safe

VEGETABLES	Above 40°F > 2 hours
Fresh mushrooms, herbs, spices	Safe
Greens, pre-cut, pre-washed, packaged	Discard
Vegetables, raw	Safe
Vegetables, cooked; tofu	Discard
Vegetable juice, opened	Discard
Baked potatoes	Discard
Commercial garlic in oil	Discard
Potato Salad	Discard
Casseroles, soups, stews	Discard
SAUCES, SPREADS, JAMS	Above 40°F > 2 hours
Opened mayonnaise, tartar sauce, horseradish	Discard if above 50°F >8 hrs.
Peanut butter	Safe
Jelly, relish, taco sauce, mustard, catsup, olives, pickles	Safe
Worcestershire, soy, barbecue, hoisin sauces	Safe
Fish sauces, oyster sauce	Discard
Opened vinegar-based dressings	Safe
Opened creamy-based dressings	Discard
Spaghetti sauce, opened jar	Discard
BREAD, CAKES, COOKIES, PASTA	Above 40°F > 2 hours
Bread, rolls, cakes, muffins, quick breads, tortillas	Safe
Refrigerator biscuits, rolls, cookie dough	Discard
Cooked pasta, rice, potatoes	Discard
Pasta salads with mayonnaise or vinaigrette	Discard
Fresh pasta	Discard
Cheesecake	Discard
Breakfast foods – waffles, pancakes, bagels	Safe
PIES, PASTRY	Above 40°F > 2 hours
Pastries, cream filled	Discard
Pies: custard, cheese-filled or chiffon; quiche	Discard
Pies, fruit	Safe

Source: www.foodsafety.gov

FROZEN FOODS – When to save and when to throw out:

FOOD	Still contains ice crystals and feels as cold as if refrigerated	Thawed. Held above 40 °F for over 2 hours
MEAT, POULTRY, SEAFOOD		
Beef, veal, lamb, pork, and ground meats	Refreeze	Discard
Poultry and ground poultry	Refreeze	Discard
Variety meats (liver, kidney, heart, chitterlings)	Refreeze	Discard
Casseroles, stews, soups	Refreeze	Discard
Fish, shellfish, breaded seafood products	Refreeze. However, there will be some texture and flavor loss.	Discard
DAIRY		
Milk	Refreeze. May lose some texture.	Discard
Eggs (out of shell) and egg products	Refreeze	Discard
Ice cream, frozen yogurt	Discard	Discard
Cheese (soft and semi-soft)	Refreeze. May lose some texture.	Discard
Hard cheeses	Refreeze	Refreeze
Shredded cheeses	Refreeze	Discard
Casseroles containing milk, cream, eggs, soft cheeses	Refreeze	Discard
Cheesecake	Refreeze	Discard
FRUITS		
Home or commercially packaged	Refreeze. Will change in texture and flavor.	Refreeze. Discard if mold, yeasty smell or sliminess develops.
Juices	Refreeze	Refreeze. Discard if mold, yeasty smell or sliminess develops.
VEGETABLES		
Home or commercially packaged or blanched	Refreeze. May suffer texture and flavor loss.	Discard after held above 40°F for 6 hours.
Juices	Refreeze	Discard after held above 40°F for 6 hours.
BREADS, PASTRIES		
Breads, rolls, muffins, cakes (without custard fillings)	Refreeze	Refreeze
Cakes, pies, pastries with custard or cheese filling	Refreeze	Discard
Pie crusts, commercial and homemade bread dough	Refreeze. Some quality loss may occur.	Refreeze. Quality loss is considerable
OTHER		
Casseroles – pasta, rice based	Refreeze	Discard
Flour, cornmeal, nuts	Refreeze	Refreeze
Breakfast items – waffles, pancakes, bagels	Refreeze	Refreeze
Frozen meal, entree, specialty items (pizza, sausage and biscuit, meat pie, convenience foods)	Refreeze	Discard

Source: www.foodsafety.gov



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Glove Use

HANDS MUST BE WASHED BEFORE TOUCHING GLOVES OR PUTTING GLOVES ON, EACH AND EVERY TIME A NEW PAIR OF GLOVES IS PUT ON

- Gloves must be approved for food contact. Medical gloves are NOT permissible for food contact.
- A barrier between hands & ready to eat food **MUST** be used. Gloves of utensils (tongs, spatula) or deli tissue etc. are also barriers.
- Gloves must be disposable.
- Gloves must not be removed and reused.
- Gloves are not a substitute for handwashing.
- Gloves must be worn over a bandage on the hands or fingers.
- Never wash gloves. Remove and dispose.

When should you change gloves?

- When you change tasks
- When you enter another section of the operation
- After handling raw eggs, meat, or poultry
- When soiled or ripped
- After touching face, hair, pants, equipment etc.
- After contaminating
- Every four hours if repeating the same task

Handwashing must be done prior to putting gloves on and after removing gloves.



Hand Washing Produces For Food Service Personnel

Hand Washing is the **SINGLE** most important factor in preventing the spread of foodborne illness. Hand washing facilities must be easily accessible in the work areas and kept clean. The hand washing facilities must always have soap, disposable towels, and hot & cold water. A waste receptacle must be provided to discard used paper towels.

Rings, watches, bracelets, are not permitted to be worn by food employees. Artificial finger nails and/or nail polish are not permitted.

How Should You Wash Your Hands?

How you wash your hands is just as important as when you wash them. Just rinsing them quickly is not enough. Proper hand washing procedure takes 20 seconds:

- 1. Wet hands under hot running water at least 100°F**
- 2. Apply soap and build good lather**
- 3. Scrub hands vigorously for 10 – 15 seconds under running water**
- 4. Rinse thoroughly under running water**
- 5. Use the single use paper towel to dry hands**
- 6. Use the paper towel to turn the faucet off**

When Should You Wash Your Hands?

When you start your shift
Before you put gloves on
When you change tasks
Between handling different types of food
After you remove your gloves
After you use the restroom
After you handle raw meats, poultry, or fish
After you handle garbage
After you sweep and mop
After you handling dirty utensils and equipment
After you eat, drink, or smoke
After you cough and sneeze
After you touch your face, hair or clothing
ETC.

STOP GERMS WASH YOUR HANDS



Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.



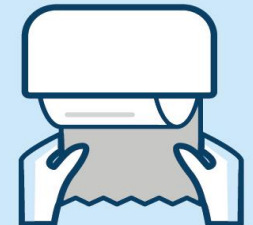
Lather your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers, and under your nails.



Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.



Rinse hands well under clean, running water.



Dry hands using a clean towel or air dry them.

Keeping hands clean is one of the most important things we can do to stop the spread of germs and stay healthy.



Approved Methods for

Thawing Foods

- Under Refrigeration
- Submerged under cold running water, in a food preparation sink, for no more than 2 hours
- Microwave, then cook immediately
- Part of the cooking process

Note: REDUCED OXYGEN PACKAGED (ROP) FISH that bears a label indicating that it is kept frozen until time of use, must be removed from the reduced oxygen packaging at the time it is removed from the freezer.