



Request For Variance

State Form 51184 (12/02)
Food Protection Program

INDIANA STATE DEPARTMENT OF HEALTH
Telephone: 317/233-7360 FAX: 317/233-7334

1. Individual Submitting Request:

Date: 8 / 9 / 11

Name: Cheryl Bauer Telephone: (574) 631-1709 Fax: (574) 631-7994
Mailing Address: 217 South Dining Hall Email: cbauer@nd.edu
Number & Street
Notre Dame IN 46556
P.O. Box City State Zip Code

2. Person/Organization Seeking Variance:

Name: University of Notre Dame Email: cbauer@nd.edu
Mailing Address: 100 St. Michaels Way
Number & Street
Notre Dame IN 46556
P.O. Box City State Zip Code

3. Food Establishment(s) for Which Variance is Sought

Include the following information for each food establishment: (List here or attach additional pages if necessary)

- Physical Location (if different than mailing address): FSSF, NDH, SDH, any additional property location named in the future
- Mailing Address: 100 St. Michaels Way, 101 North Dining Hall, 217 South Dining Hall, Notre Dame, IN 46556
(Number, Street, City, State, & Zip Code)
- Telephone Number: (574) 631-7253 Fax Number: (574) 631-7994
- Person at each retail food establishment most responsible for supervising: John Glon, Reggie Kalili, Marc Poklinkowski

4. State how the proposal varies from each rule requirement, citing relevant rule sections by number:

(Attach additional pages if necessary)

We are requesting a variance to 410IAC 7-24-195 Sec. 195 a) requiring "there are at least two (2) barriers in place to control the growth and toxin formation of Clostridium Botulinum and Listeria Monocytogenes."

5. Explain how the potential public health hazards and/or nuisances will be alternatively addressed by the proposal. Include supporting studies, Hazard Analysis Critical Control Point (HACCP) Plan(s), standard sanitation operating procedures, and/or any other evidence: (Attach additional pages, if necessary.)

We are following FDA code 3-501.12(D), by lowering our holding temperatures to 34 degrees F, continuously monitoring the product temperature from production thru service, and maintaining a 28 day shelf life or less.

Please see attached documentation

6. List how the proposal demonstrates the following (if applicable to the request):

A) How the proposal differs from what is common and usual in similar industry situations:

It meets FDA Code 3-501.12 (D) and we shortened the shelf life from 30 to 28 days.

B) How the proposal is unique and not addressed in existing rules or law:

It is not unique, it is part of FDA code 3-501.12(D)

C) How the proposal does not diminish the protection of public health:

By holding the product at or below 34 degrees and continuously monitoring it. There is no diminished protection and we have shortened the possible life of the product from 30 to 28 days.

D) How the proposal is based on new scientific or technological principle(s):

No, it is a part of the 2005 FDA Food Code.

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FOOD PROTECTION PROGRAM
INDIANA STATE DEPT. OF HEALTH

E) How the implementation of the variance would be practical:

This is a practical solution since we are unable to lower the Ph or Aw without changing the end product. By implementing and documenting the time and temperature at which the product is held, we are actually following the same protocol as several other states.

7. Explain how the person/organization seeking the variance will assure that all provisions of a granted variance will be enacted at each food establishment for which a variance has been granted:

All of the units are trained in following the submitted SOP's and they are monitored by managers to ensure the safety of the product.

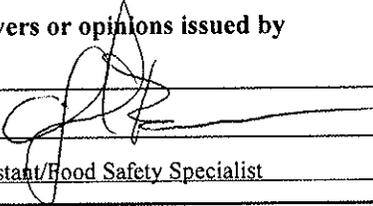
8. List all affected parties known by the person/organization seeking a variance, including all affected regulatory authorities: (Attach additional pages if necessary)

SJCHD, ISDH, NDFS

9. Attach copies of any related variances, waivers or opinions issued by other governmental agencies.

For Office Use Only

10. Signature of Individual Making Request:



Printed Name, Title: Cheryl Bauer, Buying Assistant/Food Safety Specialist

NOTRE DAME FOOD SERVICES DEPARTMENT STANDARD OPERATING PROCEDURES



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Updated 2010

**NOTRE DAME
FOOD SERVICES DEPARTMENT
FOOD SERVICE
SUPPORT FACILITY**

**STANDARD OPERATING
PROCEDURES**

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MISSION STATEMENT

The University of Notre Dame Food Services is a hospitality organization dedicated to providing the Notre Dame community and guests with high quality foods and services in a variety of settings. This mission is accomplished by being responsive to the changing needs and desires of our customers, while operating in an ethical and fiscally responsible manner.

In our consistent pursuit of this mission we are guided by the following values:

- | | |
|-------------------|---|
| EXCELLENCE | We commit to exceed our stakeholders' expectations and be the leader in our industry. We embrace innovation and creativity, seek different perspectives, and risk pursuing new opportunities. We dedicate ourselves to serving safe food. |
| RESPECT | We treat each other with respect and dignity, valuing individual and cultural differences. We provide a safe work environment where employees are provided an opportunity for growth and advancement, compensated appropriately, and are treated equally and fairly. We give individuals the authority to use their capabilities to the fullest to satisfy their customers. |
| INTEGRITY | We are honest, ethical and professional in dealing with all stakeholders. Our Personal conduct ensures relationships that are worthy of trust. |
| TEAMWORK | We join together to work toward a common interest, directing individual accomplishments toward organizational objectives. We celebrate both individual and team contributions. We communicate frequently and with candor in a manner that encourages and values input from all of our stakeholders. |
| EFFICIENCY | We strive to exceed the value expectations of our stakeholders. We control costs and are prudent with our resources. |

Standard Operating Procedures

- 1.1 Introduction
- 1.2 Production
- 1.3 Sanitation
- 1.4 Receiving
- 1.5 Maintenance

1.1 Introduction

The Standard Operating Procedures for the Notre Dame Food Services Department outline the guidelines that have been chosen to ensure the highest quality product for the customer. These guidelines are based in scientific research, regulatory requirements and the desire to raise the bar for food safety. The goal of the department is to consistently deliver the highest quality food under safe conditions to students, faculty, administration, guests and the community at all times.

This manual is divided into guidelines for production and service staff, as well as general sections for sanitation, receiving food and maintenance. To safeguard the integrity of all products, it is critical that all of these areas are properly maintained.

This section is intended as a reference that will clarify the acceptable methods for all practices that affect food safety.

1.2 Production

The production staff has responsibilities for the following basic food safety issues.

- 1.2.1 Personal Hygiene
- 1.2.2 Thermometer Use and Calibration
- 1.2.3 Food Storage and Protection
- 1.2.4 Cross-Contamination
- 1.2.5 Thawing
- 1.2.6 Produce Washing
- 1.2.7 Cooking
- 1.2.8 Reheating
- 1.2.9 Cooling
- 1.2.10 Holding Temperatures
- 1.2.11 Cleaning and Sanitizing
- 1.2.12 Machine Dishwashing
- 1.2.13 Equipment, Utensils and Single Service Items
- 1.2.14 Pre-operational Inspection
- 1.2.15 Meat Room/Butcher Shop
- 1.2.16 Bakery
- 1.2.17 Cook/Chill Area
- 1.2.18 Vegetable Prep/Sandwich Room

1.2.1 Personal Hygiene

There are certain procedures and guidelines for practicing good personal hygiene while preparing, serving or displaying food. In order to demonstrate that you can follow the procedures, you must understand why they are important.

Poor personal hygiene is one of the major sources of the spread of harmful bacteria. We transfer bacteria through touching, coughing, sneezing and on our hair and clothing. Just about everything that we touch may contain harmful levels of bacteria which could be transferred to the food we are preparing, serving or displaying.

1.2.1.1 HAND WASHING AND HAND WASH SINKS

Throughout the day, your hands come in contact with millions of microorganisms. Whatever germs you touch may be transferred to the foods you prepare and serve. Therefore, if you come in contact with a harmful microorganism, it could be transferred to the food you prepare and may cause your customers to become sick. For example, *Hepatitis A* can be spread by not washing hands after using the restroom. Hepatitis is an extremely dangerous virus and is preventable through proper hand washing.

Washing your hands is one of the most effective ways of preventing the spread of harmful microorganisms to food and food contact surfaces. Wash your hands many times throughout the day and know how to wash them properly. Knowing how and when to correctly wash your hands will enable you to reduce the risk of foodborne illness and the contamination of products.

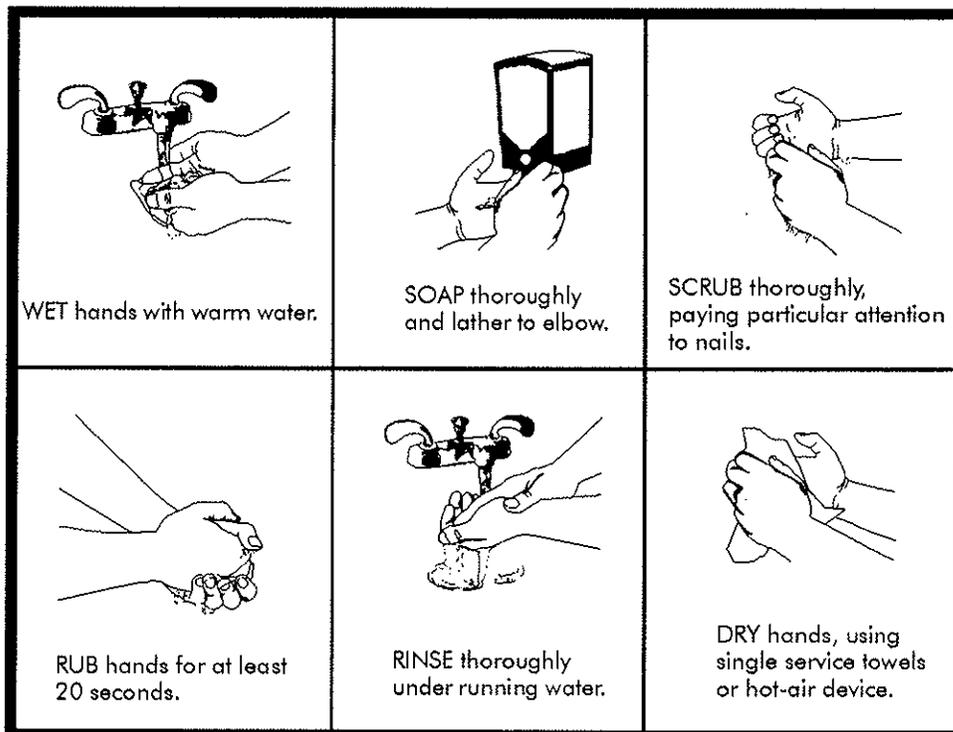
WHEN TO WASH YOUR HANDS

- Before starting work and after any break.
- After sneezing or coughing, even when using a handkerchief.
- After touching your nose, hair or other body parts.
- After eating or touching your mouth or anything that has been in your mouth.
- After changing from raw food to cooked food – or other ready-to-eat foods.
- After a trip to the restroom.
- After working with garbage, dirty utensils, etc.
- After smoking.
- Before putting on or changing gloves.

As you can see from the list above, you should be washing your hands many times each day. The ultimate goal is to have clean and sanitary hands.

STEPS FOR HAND WASHING

1. Use the hand wash sink. This sink must be used for hand washing only.
2. Check the water temperature to make sure there is hot water. If the sink does not have hot water, go to a hand wash sink that does have hot water and notify the manager of the problem.
3. Go to the paper towel dispenser and pull down or unroll a towel. Preparing the towel in advance prevents you from contacting harmful bacteria from the lever on the towel dispenser. If the dispenser is a roll dispenser, allow the towel to hang down.
4. Use the soap located near the hand wash sink. If the dispenser is empty, refill it.
5. Place your hands under the hot running water to wet them.
6. Place a drop of soap, around the size of a quarter, in the palm of your hand.
7. Rub your soapy hands together for 20 seconds. Be sure to wash your wrists and forearms. Pay special attention to under your fingernails and between your fingers.
8. Rinse your hands with hot running water.
9. Remove the paper towel from the towel dispenser and dry your hands.
10. When you finish drying your hands, use the paper towel to turn off the faucet.
11. Dispose of the towel in the trash bin.



1.2.1.2 GLOVES

You naturally have a certain amount of *Staph* bacteria on your skin. Also, throughout the day, you touch a multitude of things including counter tops, phones, doorknobs and handles. You also shake hands with people and handle money.

All of these items have bacteria and other germs and bacteria on them, which are transferred onto your hands. Your hands transfer the bacteria to anything that you touch from that point forward. Therefore, the cleanliness of your hands is critical.

Wearing gloves can help minimize the spread of harmful bacteria if you wear them correctly. Many people assume that if they have gloves on, they are protected from harmful bacteria. You must learn to think of the gloves on your hands in the same way that you think of your bare hands. If you do not wash your hands or dispose of the gloves when they get dirty, the bacteria will be transferred to what you touch next.

If your level of *Staph* is high due to an infection, an illness or because you shook hands with someone that had a high *Staph* level, wearing gloves, whether latex or baggie gloves, is another means of preventing cross-contamination and the spread of harmful bacteria. Wearing gloves is only a prevention. **You must still wash your hands prior to putting on the gloves and change the gloves frequently. No bare hand contact with ready-to-eat food.**

1.2.1.3 EATING, DRINKING AND SMOKING IN FOOD PREP AREAS

From the previous sections, you will remember that anything we touch may have bacteria that could contaminate the food we will be working with. Your personal food items are brought in from the outside and may contain harmful bacteria. Cross-contamination of other products and surfaces in the department is also a concern. This is why food items that are brought in from the outside should not be stored with food to be served to customers.

When you smoke a cigarette, saliva is transferred from your mouth to the cigarette and then from the cigarette to your fingertips. In terms of contamination, smoking a cigarette is no different than licking your fingers. The same thing happens when you eat.

That is why there must be no eating or smoking in the food prep or storage areas. Follow these guidelines:

- Smoke only in designated areas located outside the establishment.
- No eating in food prep areas. This should only be done in designated areas.
- Personal food items must be stored in designated areas separate from contact surfaces.
- Should you need to taste the food you are preparing, please follow proper guidelines.

1.2.1.4 HAIR RESTRAINTS

All food handlers should restrain their hair and/or wear a cap or hair net to protect food from unwanted hair. Hair can contain a wide variety of bacteria. If hair falls into the food with which you are working, it can transfer the bacteria to the food. You should be familiar with the requirements of your position and comply with them.

You are required to wear a hair net; here are some guidelines:

- Clean hats/ball caps are acceptable.
- Hair nets should completely cover hair.
- Bangs or ponytails must be covered.
- Should your hair be shoulder length or longer, your hair must be restrained in addition to wearing a hat/hair net.
- The hair net should be worn anytime you are working with food.
- Beard guards should be worn by employees with facial hair.

1.2.1.5 PERSONAL ITEMS

Ideally, personal items (purses, backpacks, clothing, etc.) should be stored in a completely separate area, like a locker. This area must be located away from food and food contact surfaces. Personal items should not be stored in contact with food, food contact surfaces, utensils, prep tables, etc.

1.2.1.6 HEALTH RESTRICTIONS

Some organisms are transferred more readily to food by infected food handlers than are others. Because of this, the *FDA Food Code* restricts persons with certain illnesses from working with food.

Food handlers **must** report to their managers if they have been diagnosed with:

- *Salmonella*
- *Shigella* species
- *Shiga Toxin-producing E-coli*
- *Hepatitis A*
- *Norovirus*
- Symptoms of intestinal illness such as vomiting, diarrhea, fever with sore throat, or jaundice.

These employees should be restricted from food handling duties until cleared by a physician. It is very important to follow this guideline. **The life at risk is not your own.**

1.2.1.7 CUTS AND SCRAPES

Employees with infected cuts, abrasions, boils or any skin condition that causes flaking of the skin should not handle food due to the risk of *Staph*. A cut is acceptable if it is not bleeding, not infected, and properly bandaged and covered with a surgical type glove that will prevent contact with food or food contact items.

1.2.1.8 OUTER CLOTHING

The cleanliness of uniforms is extremely important to food safety. Here are guidelines for aprons and uniforms:

- Always bathe and dress in clean street clothes before coming to work.
- Wear clean, designated department uniform.
- Change your uniform if it becomes soiled.
- Coats and other outer clothing must be stored in designated storage areas away from food and food contact surfaces.
- Never wear personal outer clothing while handling and preparing exposed foods.
- Wash your hands after touching your apron.
- Do not use your apron to wipe your hands.
- Never wear your apron to the restroom.
- Never wear your apron during breaks (hang up apron; do not lay on counter).
- Store dirty aprons separate from clean aprons, food items and utensils.
- Do not put your apron on until you have entered the work building.
- Change your apron should they become extremely soiled, or should they become soiled while taking out the garbage.

EMPLOYEE PERFORMANCE EXPECTATIONS

February, 2010

B. PERSONAL HYGIENE

For the protection of our customers, many of our standards, practices, or requirements will far exceed those of local Health Department regulations. Following are our minimum standards as they concern personal hygiene and are required of all Food Services employees:

1. You must bathe daily and use a deodorant.
2. When working, you must not touch your hair, ears or mouth.
3. Employees must clean their hands and exposed portions of their arms immediately before engaging in food preparation including working with exposed food, clean equipment and utensils, and unwrapped single service and single use articles and:
 - a. After touching bare human body parts other than clean hands and clean, exposed portions of arms.
 - b. After using rest room (toilet) facilities. Hands are also to be washed after returning from breaks or meal periods.
 - c. After coughing, sneezing, using a handkerchief or disposable tissue and after using tobacco.
 - d. After handling soiled equipment or utensils.
 - e. During food preparation, as often as necessary to remove soil and contamination and to prevent cross contamination when changing tasks.
 - f. When switching between working with raw food and working with ready-to-eat food.
 - g. After engaging in other activities that contaminate the hands.
4. Employees must clean their hands in a hand washing lavatory or approved automatic hand washing facility and must not clean their hands in a sink used for food preparation, or in a service sink or a curbed cleaning facility used for the disposal of mop water and similar liquid waste.

5. You must always be neat and clean in appearance when reporting to work. Hands, face and fingernails must be free from dirt. Nail polish is not permitted on employees preparing or serving food. In no case will a Food Service employee be permitted to work with an open or exposed cut, wound or sore.
6. Smoking is not permitted in any University building, including the kitchen or storage areas, entrance ways to buildings, loading docks, or in stairwells. Smoking is only permitted in designated smoking areas. Smoking is also prohibited in University vehicles.
7. Small, well-trimmed, conservative mustaches may be allowed. Well maintained beards will be allowed but must be covered by a beard net. If a mustache or beard cover is not worn, employees must be clean shaven.
8. Any employee who appears to be in a condition when is deemed offensive or considered hazardous to the safety of himself or others will not be allowed to start or continue working until the employee can work safely. An employee will be required to seek medical or other appropriate care.

C. UNIFORMS AND PERSONAL APPEARANCE

It is the University's objective to create a favorable impression for our students, guests, and customers-an impression that we can all be proud of. The following policies have been established to achieve this goal:

1. Employees must be dressed in clean uniforms, which are provided by the University. A designated person will issue uniforms. Generally, service employees are issued three uniforms per week, while production employees are issued 3-5 uniforms per week. More or fewer uniforms may be issued, depending on the need or circumstances. Employees who resign or are terminated are expected to turn in their uniforms.
2. Each employee is responsible to care for his or her uniforms. Employees destroying or neglecting their uniforms or those of others will be subject to corrective action.
3. Employees are expected to report to their job assignment in a clean and complete uniform daily. Uniforms must be worn as designed, for example, jackets closed and buttoned and if employees wear special items, such as a back brace for lifting, the item should be properly worn at all times.

4. Employees must wear an approved head cover. Employees involved in food preparation, service of food, and sanitizing utensils and equipment; will effectively restrain hair using the following procedures:
 - a. Food Service Associates, Kitchen Associates, Retail Associates, Cooks, and Bakers will wear a clean cap, hairnet, or a Chef's hat. It will be worn in a manner that covers all hair, including the front of the hair. Any long hair that hangs below the collar must be pulled back and restrained. Hair that falls over the employees shoulders when they lean forward or bend over is not effectively restrained.
 - b. Catering servers and dining hall employees working as Catering servers will pull back and restrain any hair that falls below the collar. Hair that falls over the employees shoulders when they lean forward or bend is not effectively restrained. **NOTE:** Catering employees involved in plate up, salad preparation, etc., fall in the same category as food preparation employees and should wear a cap, hairnet, or may be provided a paper hat.
5. Closed toe and heel shoes must be work for the employees protection against items or hot liquids being spilled or dropped. Canvas or tennis shoes may be worn in service area, however, hard toe safety shoes are recommended in all areas. Canvas or tennis shoes are not allowed in production areas. All shoes worn in work areas must be slip resistant.
6. Post earrings are allowed to be worn in ears, and can only extend one-half inch below the earlobe. Wedding ring sets may be worn. Watches, as well as other ornamental jewelry will not be allowed while working.
7. Catering servers/bartenders must follow the Catering dress code.

1.2.2 Thermometer Use and Calibration

1.2.2.1 BIMETALLIC STEM THERMOMETER CALIBRATION

Taking the temperature of food is critical in determining the safety of food. In order to take the temperature of food, you must first calibrate the metal stem thermometer. Calibrating the thermometer means setting it to a known standard, like a water and ice mixture at 32°F. By doing this, you are ensuring the temperature reading is accurate. Calibrate the stem thermometer at least weekly or whenever it is dropped.

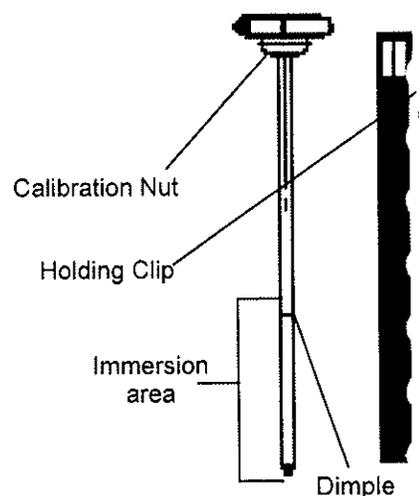
When taking the temperature of foods, the difference of a degree or two may not seem important, but it is. It may be the difference between a food falling into the Temperature Danger Zone or not. Therefore, it is important that your thermometer is accurate.

MATERIALS NEEDED

- Dial stem thermometer
- Cup
- Ice and water
- Small wrench or pliers

STEPS TO CALIBRATE A THERMOMETER

- Add to a container a mixture of ice and just enough water to create an ice slush.
- Place the thermometer in the ice water so that the stem is immersed to at least the dimple. Use the stem to stir the ice water.
- Wait until the needle stops moving.
- Read the temperature. It should be at 32°F.
- If the thermometer does not read 32°F, use a small wrench or pliers to turn the calibration nut until the thermometer reads 32°F.



Stem Thermometer

The stem must remain in ice water while calibrating the thermometer, at least to the level of the dimple on the stem (see diagram). You will know the thermometer is calibrated when the thermometer reads 32°F.

Now you are ready to move on to the next step — taking the temperature of food.

1.2.2.2 TAKING AN INTERNAL TEMPERATURE USING A BIMETALLIC STEM THERMOMETER

To take an internal temperature, follow these guidelines.

- Make sure that the thermometer is calibrated, as described in 1.2.2.1.
- Wash, rinse and sanitize the thermometer.
- Insert the stem into the center of the food to be tested. The thermometer must be inserted at least 1.5" to 2". Wait 15 seconds before reading the temperature.
- If the food is a cold food, it should be 41°F or below.
- If the food is a hot food, it should be 135°F or above.
- Always resanitize the thermometer before inserting it into another food to prevent contamination.
- Record temperatures according to the standard procedures on approved log sheets and maintain them for 180 days.

1.2.2.3 TAKING AN INTERNAL TEMPERATURE USING A DIGITAL THERMOMETER

The steps for using a digital thermometer are essentially the same as the bimetallic stem thermometer, except that the digital thermometer does not need to be calibrated before it is used, however it should still be periodically monitored. It may take a few minutes for the digital readout to stabilize, so make sure that you do not take the temperature until the readout is consistently displaying a temperature. Record temperatures according to the standard operating procedures.

1.2.3 Food Storage and Protection

1.2.3.1 DRY STORAGE GUIDELINES

- Store food at least six inches off the floor and away from walls. This will protect items against pest infestations and other contaminants and allows for cleaning.
- Keep areas clean and dry. Make sure that spills and standing water are cleaned up immediately.
- Store damaged food items separately from good food for destruction or return to vendor.
- Store toxic products (cleaning chemicals, insecticides, etc.) away from or below food items.
- Do not store food under leaking overhead pipes; open stairwells or other areas where it might become contaminated.
- Do not store trash or garbage cans near food.
- Keep doors closed whenever possible. This will keep pests out and help keep the temperature and humidity level lower.
- Practice the First In, First Out (FIFO) method of rotation. This means that you should always use the oldest supplies first, and that you should store new items behind old items to facilitate this rotation.
- Any dry food product that is removed from the original packaging must be stored in a covered container and properly labeled.

1.2.3.2 REFRIGERATED STORAGE GUIDELINES

Refrigerated foods should be kept at the proper temperature to reduce bacterial growth and increase the shelf life of the food. High holding temperatures for refrigerated foods is a leading cause of food-borne illness.

Guidelines:

- Keep all refrigerated foods below 41°F. Meats, poultry, seafood and dairy products are often kept at lower temperatures (32°F to 38°F). Cook-chill items must be held at 34°F or below.
- Store cooked and ready-to-eat foods above raw foods.
- Label, date and cover all foods.
- Use the First In, First Out (FIFO) rotation method. This means that you should always use the oldest supplies first, and that you should store new items behind old items to facilitate this rotation.
- Never store foods below leaking refrigeration units.
- Keep coolers clean and dry. This includes racks, floors, walls, condenser, ceiling, fans and vents. Clean up spills and standing water immediately.
- Store product a minimum of 6 inches off floors and away from walls to promote proper airflow and allow for good sanitation.
- For raw animal foods, complete vertical separation by species is ideal. Where space does not allow this, store foods that will be cooked to the highest temperature on the bottom. For example: store seafood above beef and pork, and beef/pork above poultry (chicken, duck, etc.). Raw eggs should be treated like raw chicken and always on the bottom.
- Temperatures shall be taken of all refrigeration units by management or key personnel 2 times daily. These temperatures shall be logged, and maintained for a minimum of 180 days.
- Should temperatures fall outside of the above listed temperatures, management shall be notified immediately, and maintenance staff contacted. Monitor the product inside the unit for correct temperatures and food safety.

1.2.3.3 FROZEN STORAGE

The general guidelines for freezer storage are:

- Maintain freezer temperatures at 0°F or lower. A temperature of -10°F is preferred.
- Place frozen foods into storage immediately upon receiving.
- Place only frozen or pre-chilled products into freezers. Hot foods can raise the temperature of the freezer unit and partially thaw nearby foods.
- Store food a minimum of six inches off the floor and away from walls to promote proper airflow around the product and allow for good sanitation.
- Practice the First In, First Out (FIFO) method of rotation. This means that you should always use the oldest supplies first, and that you should store new items behind old items to facilitate this rotation.
- Do not keep freezer doors open for extended periods. Partially thawed foods lose their quality faster and may allow some bacteria, such as *Listeria*, to grow.
- Store cooked and ready-to-eat foods above raw foods
- In case of defrost, complete vertical separation by species is ideal for raw animal foods. Where space does not allow this, store foods that will be cooked to the highest temperature on the bottom. For example: store seafood above beef and pork, and beef/pork above poultry (chicken, duck, etc.). Raw eggs should be treated like raw chicken and always on the bottom.
- Temperatures shall be taken of all freezer units by management or key personnel 2 times daily. These temperatures shall be logged, and maintained for a minimum of 180 days.
- Should temperatures fall outside of the above listed temperatures, management shall be notified immediately, and maintenance staff contacted. Monitor the product inside the unit for correct temperatures and food safety.

1.2.3.4 COVERING FOOD

The air coming out of the vents in a cooler can be extremely dirty. Have you ever looked at the amount of dust that collects on the fan guards in front of those vents? All the dust and debris that is there could be blowing into food in the cooler. This is why it is essential that food in the cooler be covered. Covering food with foil, stainless cover, plastic (approved) cover, or film is also important to prevent contamination from other sources, like product spillage, someone sneezing nearby, flies and other pests, etc.

These methods apply to food in dry storage as well as cooler storage. Sealing food in containers in dry storage keeps it safe from pests and contamination. Even the cleanest kitchens are subject to occasional invasion from flies, roaches, ants or other insects. These pests are attracted to exposed food. Protecting food means holding it in a covered container in storage.

1.2.3.5 LABELING FOOD

To ensure safety and quality, it is important that prepared food products are labeled with the date prepared and the contents in descending usage. This is necessary for a number of different reasons.

The labels on the cook-chill product must have the product name, contents in descending usage, date made, FSSF address, and Lot #. Should we decide to freeze the product, an additional tag will be secured to the product indicating how many days are remaining on the shelf life, and a place where the person will fill in the date in which the item was removed from the freezer to resume its remaining shelf life.

One reason is because many foods look similar and using labels will prevent serving the wrong food. This is potentially dangerous because many people have specific food allergies that could be triggered by eating the wrong food.

A second reason is for quality. Because the same product is frequently made in the kitchen or if a product is made in large quantity, there could be several different batches of the product in a refrigerator at any one time. The oldest product should be used first because it will be the first to spoil. The only way to know what product is oldest is to date all products.

The final reason is to control storage time. It does no good to identify a shelf life for a product and then have no way to determine how long that product has been held. Recommended shelf life of most food is seven days, while cook-chill product is 28 days.

Day/date labels should be located so that they are readily available to staff that is placing product in storage.

ALFREDO SAUCE

CREME CULINAIRE, 2% MILK
FRESH PARMESAN CHEESE
FRIEZE & THAW
THICKENER, BUTTER *BUDS
* FLAVOR, SALT, WHITE
PEPPER MADE @ FSSF 100
ST. MICHAELS DR. NOTRE
DAME, IN DO NOT
BOIL....

LOT # 008

04/30/10

**KEEP REFRIGERATED IN 34 DEGREE COOLER
OR BELOW**

**** THIS PRODUCT WAS ****
***** FROZEN *****

EXPIRES IN _____ DAYS
PULLED FROM FREEZER
ON _____

1.2.3.6 FIFO

According to the First In, First Out (FIFO) method of rotation, the product to be put on display next or the ingredients to be used next in preparing a recipe or menu item must be the product that came into storage first. If older products are not used first, they may have to be thrown away.

As a product nears the end of its shelf life, you may notice these signs that bacteria levels have increased:

- Products crust over
- Bruising
- Discoloration
- Slimy appearance
- Products develop an unpleasant odor

1.2.3.7 BULK FOOD CONTAINERS

Bulk food containers must be labeled with the identity of the contents. Do not store scoops inside of these containers.

1.2.3.8 TASTING PROCEDURES

Should you need to sample food while it is being prepared, you must either:

- With a clean spoon take an appropriate sample of the product, step away from the cooking vessel and taste, discarding the spoon,
- Place an appropriate amount of the product in a small ramekin, step away from the cooking vessel, taste, and discard the ramekin and utensil before re-approaching the vessel.

Note: The product may be extremely hot, use caution while sampling to avoid burns. And NEVER re-use the same tasting utensil more than once.

1.2.4 Cross-Contamination

To make sure that the food served to customers is safe and free from hazardous microorganisms, we must know the causes of cross-contamination and take precautions to prevent it from happening.

Cross-contamination means that bacteria from one food contaminates another food. Cross-contamination usually occurs when raw meat is cut on a food contact surface or placed on a dish or work surface and then another food is placed on the same surface. For example, if raw chicken is cut with a knife and then, the same knife (without first cleaning and sanitizing it) is used on lettuce; the lettuce has been cross-contaminated with bacteria from the chicken.

In this section, we will look at the foods most likely to cause cross contamination, the conditions and types of products that lead to cross contamination and the preventive measures that must be taken.

CONDITIONS THAT CAUSE CROSS CONTAMINATION

- Raw or contaminated foods that touch or drop fluids on cooked or ready-to-eat foods.
- Hands that touch raw foods and then touch cooked or ready-to-eat foods.
- Work surfaces that touch raw food and are not cleaned and sanitized and then touch food that is ready-to-eat.
- Cloths and sponges used to clean work services that touch raw food. Equipment or utensils that are not cleaned and sanitized and are then used on surfaces. Equipment and utensils used for ready-to-eat foods.
- Not cleaning and sanitizing between handling different species of meat (for example, cutting pork and then beef with the same knife or on the same surface).

DO YOU KNOW THE DIFFERENCE BETWEEN RAW AND READY-TO-EAT FOODS?

RAW

Uncooked meat, poultry & seafood
Shell eggs
Uncooked vegetables
Uncooked fruits

READY-TO-EAT

Cooked egg rolls
Deli meats & salads
Prepared dishes on steam table
Prepared fruits & vegetables

PREVENTING CROSS CONTAMINATION

- Wash and sanitize equipment and utensils between raw and ready-to-eat foods.
- Use color-coded cutting boards for tasks.
- Wash hands between working with raw and ready-to-eat foods.
- Put raw meats and eggs below all other food in the cooler or in refrigerators.
- Use different sponges or wiping clothes when working with raw, ready-to-eat foods and equipment.
- Store wiping clothes in sanitizer bucket with solutions.

1.2.5 Thawing

You may think of thawing as the opposite of freezing, but it is not. Thawing can lead to bacterial growth if not done correctly. Improper thawing keeps foods in the Temperature Danger Zone for an extended period of time. The four acceptable methods for thawing foods are listed below.

1. Under refrigeration that maintains a food temperature at 40°F or below.
2. Completely submerged under potable (drinkable) running water
 - at a temperature of 70°F or below;
 - with sufficient water velocity to agitate and float loose particles in an overflow;
 - for a period of time that does not allow thawed portions of ready-to-eat foods to rise above 41°F;
 - for a period of time that does not allow thawed portions of raw animal food to be in the Temperature Danger Zone for more than a total time of four hours.
 - Note: sink must be sanitized after thawing process.
3. In a microwave, if cooked immediately afterwards.
4. As a part of the cooking process.

Under no circumstances should food be thawed at room temperature. When foods are thawed at room temperature, the outer surface of the food thaws first and will reach room temperature, while the internal areas remain partially frozen. Room temperature thawing allows the outer part of food to reach the Temperature Danger Zone. As a result, rapid growth of microorganisms can occur.

The thawing time for potentially hazardous food, when using the running water method, should be less than four hours, including the time it takes to prepare for cooking. Once the food reaches a temperature of 41°F, the food should be prepared and cooked immediately.

1.2.6 Produce Washing

Produce suppliers do not typically wash their products before they reach food establishments. As a result, we must assume that these products might have been contaminated with pesticides or harmful microorganisms which are found in the soil. To ensure that the fruits and vegetables in our recipes add only flavor, color and enjoyment to our products, they must be thoroughly washed before they are used.

- Wash fruits or vegetables as needed for the recipes intended for use that day.
- Do not use dishwashing soap or any other detergent to wash vegetables. Most produce is very porous and will absorb detergent, which destroys the taste of the product and may be unsafe.
- Use liberal amounts of cold tap water. Scrub the surface of the product and rub gently with your fingers to remove soil residue. **It is not enough to simply rinse the produce in water.** Each item should be carefully cleaned to ensure that all soil, microorganisms and pesticides are removed.
- Use a produce wash in accordance to the manufacturer's directions as an additional barrier.
- The outer leaves of leafy vegetables like lettuce and cabbage should be removed and discarded as part of the washing process.
- Trim any visible defects from the product (bruises, slime, etc.).

Once the produce has been washed, it should be processed, covered and refrigerated at 41°F or below to prevent recontamination and the growth of bacteria.

Note: All pre-washed produce should be washed before using, due to dirt picked up along the process.

1.2.7 Cooking

We must expect that raw foods, especially meat, poultry, fish, seafood, eggs and unpasteurized milk, contain harmful microorganisms. The purpose of cooking foods to a proper temperature and for a prescribed length of time is to destroy harmful microorganisms that may be found on or in the product.

1.2.7.1 CONVENTIONAL COOKING TEMPERATURES

Some foods are more hazardous than others; therefore they require more thorough cooking before they are safe. The *FDA Food Code* draws on scientific evidence related to these foods to suggest the minimum internal temperature that each type of food must reach before it is safe. Do not rely on sight; use a thermometer to test the internal temperature. These temperatures are listed in the chart below.

MINIMUM SAFE INTERNAL COOKING TEMPERATURES

Product	Temperature
Poultry, stuffing, stuffed meats, stuffed pasta, casseroles, field-dressed game	165°F (74°C) for 15 seconds
Any potentially hazardous food cooked in a microwave oven	165°F (74°C); let food stand for 2 minutes after cooking
Shell eggs for hot holding	155°F (69°C) for 15 seconds
Ground or flaked meats including hamburger, ground pork, flaked fish, ground game animals, sausage, gyros, injected, pinned meats	155°F (69°C) for 15 seconds
Beef and pork roasts (rare)	145°F (63°C) for 3 minutes
Beef steaks, veal, lamb, commercially raised game animals	145°F (63°C) for 15 seconds
Pork, ham, bacon, injected meats	145°F (63°C) for 15 seconds
Fish	145°F (63°C) for 15 seconds
Shell eggs for immediate service	145°F (63°C) for 15 seconds
Vegetables: when cooking for hot holding	135°F or above

Caution!

Sometimes people read this chart and think that the oven or grill temperature must reach the temperature listed above for the recommended time. This is not true. The chart refers to the internal temperature of the food measured.

1.2.7.2 MICROWAVE COOKING TEMPERATURES

When cooking is performed in a microwave, the cumulative effects of time and temperature are not always achieved. In addition, microwaves do not always cook foods evenly throughout. There may be portions of the food that are cool while other parts are very hot. To insure that food reaches its proper cooking temperature, the *FDA Food Code* recommends the following procedures for microwave cooking:

- Cook all foods to an internal temperature of 165°F.
- Cover foods during cooking to maintain heat and moisture.
- Rotate food halfway through the cooking process.
- Cover and let stand two minutes after cooking is complete. This will allow heat to transfer throughout the food.
- Stir foods during cooking

After food has been microwaved, it must immediately be served or placed in hot holding.

1.2.8 Reheating

Food passes through the **Temperature Danger Zone** (between 41° and 135°) when it is reheated. For this reason, it is important that you reheat food rapidly.

All potentially hazardous foods, meant to be eaten hot, that have been cooked and then cooled must be **reheated to at least 165°F rapidly and may not exceed 2 hours**. If a food does not reach 165°F within 2 hours, harmful bacteria may survive and cause foodborne illness to occur. If food cannot be reheated within 2 hours, you must throw it away.

There are two good reasons to reheat foods in small portions. Smaller portions will reach 165°F more quickly. Also, since you can reheat food only once, small portions allow you to reheat only as much as you are sure you will use.

NOTE: Never use hot holding units like steam tables to reheat food. These units are designed to maintain the temperature of hot food. They cannot rapidly reheat food.

1.2.9 Cooling

Improper cooling of food is the number one cause of foodborne illness in food establishments. When foods are cooled, they pass through the **Temperature Danger Zone** (between 41°F and 135°F). It is important that food pass through the Temperature Danger Zone as quickly as possible to prevent the growth of harmful microorganisms. The standards for cooling are quite stringent. All hot foods must be cooled to below 70°F within two hours and from 70°F to 41°F within the next four hours.

Large quantities of food and thick foods, like soups or a sticky stir-fry, take a very long time to cool. For instance, it can take 72 hours or more for a large stock pot of beef stew to cool down to 41°F when taken from the stove and placed in a cooler.

In order to pass food through the **Temperature Danger Zone** as quickly as possible during cooling, we must use safe and efficient cooling methods. Below is a list of commonly used methods to reduce cooling time.

- Transfer food into shallow pans (less than four inches deep for thin food, three inches deep for thick foods).
- Transfer large quantities of food into small containers.
- Cut large portions of food into smaller portions.
- Use containers that facilitate heat transfer (stainless steel transfers heat better than plastic).
- Stir foods while cooling.
- Place contained food in an ice-water bath and stir every 10-15 minutes.
- Use ice-filled paddles to stir food.
- Use a blast chiller.
- Use of tumble chiller

1.2.10 Holding Temperatures

Most foodborne illnesses are caused by germs that live in our food which grow and reproduce if conditions are favorable. One of the major factors affecting whether or not conditions are favorable is **temperature**. Most bacteria can grow at temperatures between 41°F and 135°F (**Temperature Danger Zone**). The optimal temperature for bacterial growth is in the center of the Temperature Danger Zone, near body temperature.

The best way to keep food safe is to keep it out of the Temperature Danger Zone this is done by keeping hot food hot and cold food cold.

Hot food must be held at 135°F or above. Most bacteria will not grow at this elevated temperature. The temperature of food held in hot holding should be monitored periodically throughout the day to ensure that it does not fall into the Temperature Danger Zone this is done by inserting a calibrated stem thermometer into the thickest portion of the food and reading the temperature. See section 1.2.2.2 for the best method for taking a temperature and section 1.2.2.1 for thermometer calibration.

Weekly Food Temperature Logs are an excellent way of monitoring that food is being held at the correct hot temperatures.

- **Food temperatures should be checked two times per meal or at least every two hours when on display.**
- **Temperature logs should be kept for at least 180 days.**

Cold food must be held at 41°F or below. Although cold temperatures do not necessarily kill bacteria, they significantly slow growth. The temperature of cold food should be monitored throughout the day in the same manner as hot food.

Weekly Refrigerator/Freezer Temperature Logs are an excellent way of monitoring that food is being held at the correct cold temperatures.

- **Food temperatures should be checked at least twice a day.**
- **Temperature logs should be kept for at least 180 days.**

1.2.11 Cleaning and Sanitizing

1.2.11.1 WHAT IS THE DIFFERENCE BETWEEN CLEANING AND SANITIZING?

- **Cleaning** is the physical removal of visible soil and food matter from a surface.
- **Sanitizing** is the reduction of the number of microorganisms, such as bacteria, to safe levels on utensils, equipment.

These two terms are not interchangeable. It is important to know that different materials and procedures are used in these two processes. The **order** is also important. You must wash and then rinse a surface before it can be effectively sanitized.

For food safety, proper sanitation involves cleaning and sanitizing your entire work area. This includes cleaning and sanitizing surfaces of equipment and utensils that come in contact with food and thoroughly cleaning those surfaces that don't normally contact food.

Food contact surfaces are the most critical areas in your facility. A food contact surface is defined as any equipment, utensil or work surface that comes in contact with food or any surface that may drain, drip or splash in food or on surfaces normally in contact with food. Examples include cutting boards, knives, spoons, prep tables and splash areas of equipment.

Non-food contact surfaces must also be cleaned regularly to prevent the contamination of food. Non-food contact surfaces include the areas of equipment that do not contact food, floors, walls, ceilings, etc.

1.2.11.2 WHEN TO CLEAN AND SANITIZE

To prevent the growth of microorganism or cross-contamination, food contact surfaces must be cleaned and sanitized:

- After each use;
- At four-hour intervals if the equipment is in continuous use;
- After any interruption in use;
- When switching from raw to ready-to-eat or cooked products;
- When changing to a different species of raw meat;
- At the end of each day.

1.2.11.3 HOW TO SANITIZE

Sanitizing can only occur after an object or surface has been thoroughly washed and rinsed. Once a surface has been properly washed and rinsed, it is ready to be sanitized.

Sanitizing can be accomplished in two ways: by treating an object with a **chemical sanitizing solution** or by **high heat**. Your facility may use both. If you have a dishwasher, it may use high temperature to sanitize. **For prep tables and equipment, we are mainly concerned with chemical sanitizer in buckets or spray bottles.**

1.2.11.4 SANITIZING METHODS: SPRAY BOTTLES OR BUCKETS

Equipment that cannot be taken to the three-compartment sink can be cleaned and sanitized in-place. Items such as slicers, food processors, mixers, prep tables, prep sinks and cutting boards can be properly cleaned by using spray bottles and clean wipes. Use the following procedure to accomplish this task:

1. Fill the spray bottles or bucket with the approved cleaning and sanitizing solutions.
2. Test the sanitizer for proper concentration using the appropriate test strip.
3. Take any removable food contact surface to the three-compartment sink for cleaning and sanitizing.
4. Spray the remaining equipment with cleaning agent and allow soaking for 1-2 minutes.
5. Use a clean cloth or scrub brush to clean surfaces.
6. Use a clean towel and hot water to completely remove the detergent solution.
7. Re-assemble
8. Spray all surfaces with the sanitizer.
9. Allow surfaces to air dry.

1.2.11.5 CONTAMINATION OF SANITIZER

Contamination of the sanitizer occurs when soapy water or food gets into the sanitizer sink or bucket. The sanitizer loses its effectiveness when this happens. If certain detergents are mixed with the sanitizer, the sanitizer can become completely ineffective to the point that it will not register a color on the test paper.

If the sanitizer becomes contaminated you should:

1. Drain and refill the sink OR
2. Empty and refill the bucket.

Test the sanitizer to make sure it is at the acceptable concentration (see section 1.2.11.7).

Towels stored in sanitizer buckets must be clean to ensure that the sanitizer is not contaminated.

- Do not put dirty towels on food contact surfaces or in contact with food.
- Do not use the sanitizer bucket to wash and rinse towels.
- Do not store sanitizer buckets inside the hand wash sink. This will discourage hand washing.

1.2.11.6 Proper Water Temperature

When filling the three-compartment sink for manual cleaning and sanitizing, make certain that the wash, rinse and sanitizer water are at appropriate temperatures. Water temperatures that are too low or too high can affect the cleaning and sanitizing process and solutions.

Most detergents and degreasers work more effectively at higher temperatures. The higher the temperature of the water in which the cleaning agent is dissolved, the faster the chemical reaction and the more effective the cleaning action. A general guideline for wash water temperatures is not less than 120°F, which is the highest temperature most people can immerse their hands in. Many state health regulations call for a minimum temperature of 110°F for wash water.

Rinse water should be hot, 110°F to 120°F, and changed whenever the water becomes dirty or soapy. Again, many states require a temperature of 110°F for rinse water.

Chemical sanitizers are most effective in temperatures between 75°F and 120°F. Temperatures above 120°F may affect certain types of sanitizers, particularly chlorine and iodine. At these high temperatures, the sanitizer may actually evaporate; quaternary ammonium sanitizers are not affected by these high temperatures.

It is important that you **do not add water** to the sanitizing solution after the sink or buckets have been filled and checked. This will dilute the solution to a level that may make them ineffective.

1.2.11.7 TYPES OF CHEMICAL SANITIZER

	Chlorine (Bleach)	Quaternary Ammonium (Quat)	Iodine
Concentration	50 ppm (parts per million)	200 ppm or per manufacturers instructions	12.5-25 ppm
Solution Temp.	75°F-120°F	75°F	75 – 120°F
Time for Sanitizing	10 seconds (Follow label instructions)	20 seconds (Follow label)	20 seconds (Follow label)

1.2.11.8 TESTING SANITIZER CONCENTRATION

1. If the water is hot to the touch, wait for 10-15 minutes or until the sanitizer is at room temperature. NOTE: Sanitizer above room temperature may cause test paper to give inaccurate readings.
2. Peel off a strip of test paper and dip into the sanitizer solution (10 seconds for quat, immediately for chlorine). Do not swish the test paper around. NOTE: Instructions are included on the test paper box.
3. Remove the test paper and hold it up against the test paper box. Quat sanitizers should turn the paper green, while chlorine and iodine will turn the paper gray. The color of the paper should correspond to the color on the box of sanitizer that represents the correct concentration of sanitizer (see below).
4. If the solution is not the correct concentration, take appropriate action to solve the problem.
5. Sanitizer test strips are available from your chemical supplier. Everyone working with sanitizer solutions must know where the strips are and how to use them.
6. Check sanitizer solution in buckets every shift, even if the sanitizer comes from a self dispensing system..

SANITIZER	CHLORINE	QUAT	IODINE
PPM	50 PPM	200 PPM	25 PPM
COLOR CHANGE	Gray	Green	Gray

For more information on products, techniques and training tools contact your chemical supplier. It is important the appropriate sanitizer is used for each job.

1.2.12 Machine Dishwashing

1.2.12.1 CLEANING AGENTS

The cleaning agent that is used for the machine should be checked everyday to make sure that there is sufficient quantity for the day and that there are no problems with supply lines.

1.2.12.2 WASH SOLUTION TEMPERATURES

The recommended wash solution temperatures differ for different types of machines. Listed below are some of the possible types of machines and their wash temperatures.

Hot water sanitizing machines

- For a stationary rack, single temperature machine: 165°F
- For a stationary rack, dual temperature machine: 150°F
- For a single tank, conveyor, dual temperature machine: 160°F
- For a multitank, conveyor, dual temperature machine: 150°F

Note: Some locations have silverware soak process.

Chemical sanitizing machine

- At least 120°F but most detergents work best at 140°F to 150°F. Check with the chemical supplier.

Check the dial or digital read-out on the machine daily to make sure that the wash temperature is adequate.

1.2.12.3 CHEMICAL SANITIZING

A warewash machine can use either chemicals or hot water to sanitize. Chemical sanitizing machines typically use sodium hypochlorite (or bleach) at a concentration of 50-100 ppm. The sanitizer concentration should be checked daily with a test strip. Ask the chemical supplier to demonstrate the correct method of determining sanitizer concentration for your machine if this is appropriate.

1.2.12.4 HOT WATER SANITIZING

A hot water sanitizing machine uses a fresh, hot water sanitizing rinse. The temperature of the hot water depends on the type of machine. The temperature of the rinse cycle for these machines should be checked daily.

- For a stationary rack, single temperature machine: 165°F
- For all other machines: 180°F

Be sure that you understand the type of machine in your facility and its temperature requirements.

1.2.13 Equipment, Utensils and Single Service Items

In-use utensils should be stored in one of the following ways:

- In the food with their handles above the top of the food and container;
- In running water of sufficient velocity to flush particulates to the drain if used with moist food such as rice;
- In a clean, protected location if the utensils are used only with a food that is not potentially hazardous (such as ice scoops).
- On a clean portion of the food prep table or cooking equipment if both are cleaned and sanitized in accordance with SOP 1.2.11.2
- In water maintained clean and at a temperature of at least 135°F

Single service items are the paper, plastic or styrofoam cups, lids, plates, boxes, trays, utensils, bags or sheets that will be discarded after one use.

Single service items should be stored as follows:

- In a clean, dry location;
- Where they are not exposed to splash, dust or other contamination;
- Inverted or covered such that the food or lip contact surface is protected;
- Single service knives, forks and spoons should be presented such that only the handles are touched by employees and consumers;
- Lids are to be stored top-side down to avoid contamination.
- Stacks should not be placed directly on a counter top. Any spillage or spray cleaner on the counter could contaminate the bottom unit in the stack. Leave stacks in plastic sleeves or place on sanitized trays.

1.2.14 Pre-operational Inspection

On a day-to-day basis, managers must perform their own internal checks of food safety. This is often accomplished completing a pre-operational inspection. The Pre-operational Inspection Form is designed to direct the attention of the manager, supervisor, or chef toward the critical food safety issues. The form should be completed every day before opening. There is sufficient space to use one form per week.

1.2.14.1 PRE-OPERATIONAL INSPECTION INSTRUCTIONS

- I. Filling out the form
 - A. One form should be completed for each week.
 - B. The manager or area supervisor present at the beginning of the day should go through the checklist and initial every item as he/she notes that it is correct. Any items that are not in compliance should be corrected.
- II. Record temperatures
 - A. Record the temperature of storage coolers, freezers, salad bar, display cases, sandwich table, refrigerators and all other cold and hot holding cases before beginning set up.
 - B. If any temperatures in refrigerators are above 41°F or any temperatures in freezers are above 10°F, steps should be taken to move food to a more secure location or discard it.
- III. Evaluation: After initial set up, check for the following:
 - A. Temperatures have been recorded.
 - B. Cold food held for service is below 41 °F.
 - C. Hot food held for service is above 135°F
 - D. Refrigerator temperatures are below 41°F
 - E. Product in cooler is covered and labeled with contents and date.
 - F. Food products are held 6" off the floor in all storage areas
 - G. No food is held beyond expiration date
 - H. Cooler should have a clear separation between raw and cooked products as well as between different species.
 - I. Single service items (styrofoam, plastic or paper trays, cups and utensils) are stored covered or inverted.
 - J. Food contact surfaces are clean, including:
 1. knives on knife rack are clean and have no visible food residue on them;
 2. slicer blades are clean behind guards and in other hard to reach areas;
 3. food processors are clean on food contact surfaces;
 4. interior of microwave is clean;
 5. cutting boards are clean;
 6. all other equipment is clean.
 - K. Non-contact surfaces are clean, including:
 1. floors, walls and ceilings are clean in coolers and in department;
 2. air vents and fan guards are clean;
 3. non-food contact surfaces of equipment are clean (knobs, key pads, etc.);
 4. door seals on refrigeration units are clean.
 - L. Hand wash sinks are unobstructed and fully stocked with soap and hand towels
 - M. A sign reminding staff members to wash hands before returning to work is present.
 - N. No unauthorized cleaning supplies are present.
 - O. All spray bottles are labeled with contents.
 - P. Sanitizer buckets and spray bottles are available at the recommended concentration (test with test strip).
 - Q. No signs of pest infestation are present.
 - R. Floors are clean and free from debris.
 - S. There are no spills in customer self-service display cases / salad bar.
 - T. No personal food, uncovered drinks or tobacco products are in the department.
 - U. Personal items are properly stored, away from food or food contact surfaces.
 - V. Uniforms, aprons, and caps are clean
 - W. Hair restraints are in place for all staff members.
 - X. Water from hand sink is >110°F
 - Y. Floor drains are clean
 - Z. Floors, walls, ceilings, and windows are cleaned in the entire production area.
 - AA. Air vents and fan guards are cleaned in the entire production area and coolers.

1.2.14.2 PRE-OPERATIONAL INSPECTION FORM: FSSF

NDFS/FSSF Pre-Operational Inspection Form

Production

Production Area		Sun	Mon	Tues	Wed	Thurs	Fri	Sat
COOK CHILL								
Date								
Temperature	Temperatures have been recorded.							
	Cold food held for service is below 41°F							
	Hot food held for service is above 135°F							
	Refrigerator temperatures are below 41°F							
Storage	Products in coolers are covered, labeled and dated							
	Food products are held 6" off the floor in all storage areas							
	No food is held beyond expiration date							
	Raw foods are held separate from ready-to-eat foods							
	Single service items are covered							
	Single service items are free from contamination							
Equipment	Knives and all other utensils are cleaned and sanitized							
	All food contact surfaces are clean and sanitized: slicers, tables, cutting boards, cutting machinery							
	Ovens, fryers, proofers, and kettles are cleaned and sanitized							
	Nonfood contact surfaces of equipment are clean							
Cleaning	Hand wash sink is unobstructed							
	Soap and towel dispensers are filled							
	Hand wash sign is present							
	No unauthorized cleaning chemicals present							
	All spray bottles are labeled							
	Sanitizer bucket is filled with proper concentration							
	There is no signs of pest infestation							
Floors are clean and free of debris								
Hygiene	No personal food or tobacco in production area							
	Personal items are properly stored							
	Uniforms, aprons, and caps are clean							
	Hair restraints are in use							
Facilities	Water from hand sink is > 110°F							
	Floor drains are clean							
	Floors, walls, ceilings, and windows are cleaned in the entire production area							
	Air vents and fan guards are cleaned in the entire production area and coolers							

1.2.15 Meat Room/Butcher Shop

The meat room cutting area is a restricted part of the Food Service Support Facility. Only authorized personnel in clean, appropriate outer clothing are permitted in the area.

1.2.15.1 EQUIPMENT FOOD CONTACT SURFACES AND UTENSILS

Butcher Shop Equipment:

Tumble Marinator	Chipper
Primary Grinder	Grinder
Meat Saw	Cryovac Machine
Sausage Stuffer	Jacarder
Meat Tenderizer	Meat Slicer (Berkel)
Meat Slicer (Grote)	Work Tables
Portable Work Carts	Smoker
Patty Machine	

Proper cleaning and sanitizing of all food contact surfaces in the Butcher Shop must take place to prevent bacteria growth or cross-contamination.

- Pre-operational sanitation of all equipment in the butcher shop must take place.
- Clean and sanitize before each use with a different type of raw animal food such as beef, fish, lamb, pork or poultry.
- Clean and sanitize every time there is a change from working with raw food to working with ready-to-eat foods or vice versa.
- Equipment in continuous use, must at a minimum, be cleaned and sanitized every 4 hours.
- All Butcher Shop equipment must be cleaned and sanitized at the end of the day.
- The Butcher Shop utensils and equipment must be cleaned every 24 hours based on a refrigeration temperature of 41° F or less.
- All utensils must be cleaned and sanitized after use and stored in an appropriate closed and covered container.

1.2.15.2 SANITIZING

Sanitizing can only take place after food contact surfaces have been completely washed and rinsed.

- **HOT WATER PROCESS MANUAL:** All equipment depending on whether it is removable or stationary may be sanitized by immersion for at least 30 seconds in water maintained at 171°F.
- **MECHANICAL:** All equipment depending whether it is removable or stationary may be sanitized by use of a stationary rack, single temperature which has a rinse temperature of 165°F. All other types of machines must have a rinse temperature of 180°F.
- All temperatures for rinse cycles should be monitored daily.

1.2.15.3 CHEMICAL SANITATION

Chemical Sanitation can only take place after food contact surfaces have been completely washed and rinsed.

- **MANUAL --** Most equipment may be sanitized by the chemical process. Spray bottles or bucket method with approved sanitizer should be applied to food contact equipment and surfaces and allowed to air dry.
- **MECHANICAL --** Chemical sanitizing may take place with specific types of equipment utilizing single or multitank machines or pressure washers.
- **TEMPERATURES:** Chemical sanitizers are most effective in temperatures between 75°F and 120°F.

	Chlorine (Bleach)	Quaternary Ammonium (Quat)	Iodine
Temperature	75°F	75°F	75°F - 120°F

CONCENTRATION:

	Chlorine (Bleach)	Quaternary Ammonium (Quat)	Iodine
Concentration	50 ppm (parts per million)	200 PPM	12.5 - 25 ppm

TESTING CONCENTRATION:

All chemical sanitizers should be tested for correct sanitizer concentration per shift.

SANITIZER	QUAT	CHLORINE	IODINE
PPM	200 PPM	50 PPM	25 PPM
COLOR CHANGE	Green	Gray	Gray

1.2.15.4 AMBIENT AIR TEMPERATURE

The air temperature should be 55°F or below in the butcher shop. The ambient temperature of the Butcher Shop should be monitored daily with specific times and frequencies. Documentation of temperatures and corrective action must take place. These logs should be kept for 180 days.

1.2.15.5 ACCESS TO BUTCHER SHOP

Only employees working in the butcher shop or designated supervisors/management staff should be allowed in area. Do not take contaminated materials inside Butcher Shop. Example: cardboard, pallets, etc. Designate specific moveable equipment for the Butcher shop. Example: transport carts, knives.

1.2.15.6 OUTER CLOTHING

Only approved clothing should be worn in the Butcher Shop. All outer clothing should be changed:

- (A) Before each use with a different type of raw animal product.
- (B) Every time there is a change from working with raw food to ready-to-eat foods.

1.2.15.7 PERSONAL HYGIENE

Refer to Standard Operating Procedure 1.2.1, pages 6 - 12.

1.2.15.8 THERMOMETER USE AND CALIBRATION

Refer to Standard Operating Procedure 1.2.2, pages 13-14

1.2.15.9 PRE/POST OPERATIONAL CHECKLIST

In order to ensure proper procedures are taking place daily pre/post checklists should be performed in the Butcher Shop.

1.2.15.10 MEAT CRYOVACING (RAW)

Pull product from the cooler, check temperatures, (should be at or below 41°F). Record on Butcher Shop Production Sheet. Unbox and process according to recipe. (All meat will be processed in succession of appropriate cooking temperatures to avoid cross-contamination, if more than one (1) meat is to be processed on the same day.)

Cryovac product, box, label and date with production date and one to remind of 7 day shelf life once the item is pulled from the freezer. Put product in the freezer.

If product is to be kept fresh, label with a 7 day shelf life and maintain at 41°F or below.

Examples of meats processed: Fresh Sausage, Pork, Beef, Chicken, and Veal

1.2.15.11 MEAT CRYOVACING (COOKED)

Pull product from the cooler, check temperatures, (should be at or below 41°F). Record on Butcher Shop Production Sheet. Unbox meat and prepare it for the smoker. (If cooked meat is to be prepared on the same day as raw, it should be handled prior to any raw meat being processed.)

Cook product according to recipe. Check temperature of cooked meat and record. Place in blast freezer and chill to 70°F or lower in 2 hours, and then to 41°F in an additional 4 hours. Check temperature again and record.

Trim meat and cryovac or box depending on the product. Box, label and date with production date and one to remind of 7 day shelf life once the item is pulled from the freezer. Put product in the freezer.

Examples of meats processed: Pork Boston Butt, Beef Brisket, Beef Eye of Round/Greek Beef, Pork Back Ribs, Andouilli Sausage, Pork Canadian Bacon, Smoked Pork Chops.

1.2.15.12 FISH (COLD SMOKED)

Pull product from the cooler, check temperatures, (should be at or below 41°F). Record on Butcher Shop Production Sheet.

Season fish and place on smoker rack in cold smoker. Place ice and wood chips in smoker. Set the smoker timer (30 minutes dry time, and 2 hours smoke time) pre set in smoker. This will maintain an internal temperature of 60°F or below.

After the pre-set time, pull product from smoker and record temperature. Place fish on sheet pans and blast freeze. When frozen, (0°F or below in less than 2 hours), pull fish from blast freezer. Cryovac fish, label and date with production date and one to remind of 7 day shelf life once the item is pulled from the freezer. Put product in freezer.

Examples: Salmon Fillets, halibut Fillets, Tilapia Fillets.

1.2.15 Bakery

1.2.16.1 DIAGRAM OF BAKESHOP (ATTACHED)

Bakeshop:

Donut Fryer	4 Burner Range
30 gal. Kettle	3 large Floor Mixers
2 small table Mixers	Cookie cutting machine
Hindsbock depositor	Moline sheeter
Duchess roll divider	Edhard filling machine
2 Adamatic Rack ovens	
Adamatic Bread Line	
Dough divider	
Intermittent Proofer	
Roll Stamper	
Sheeter	
Proofer	
Proofer/retarder	
Bagel Machine	

Proper cleaning and sanitizing of all food contact surfaces in the Bakery where preparation will take place of products which will not be cooked or baked.

- Pre-operational sanitation of all equipment that is used in ready-to-eat foods.
- Specific equipment must be cleaned and sanitized between uses.
- Certain equipment must be cleaned and sanitized at the end of the day.
- Heavy duty equipment should be cleaned and sanitized based on a designated schedule.

1.2.16.2 SANITIZING

Sanitizing can only take place after food contact surfaces have been completely washed and rinsed.

- **HOT WATER PROCESS MANUAL:** All equipment depending on whether it is removable or stationary may be sanitized by immersion for at least 30 seconds in water maintained at 171°F.
- **MECHANICAL:** All equipment depending whether it is removable or stationary may be sanitized by use of a stationary rack, single temperature which has a rinse temperature of 165°F. All other types of machines must have a rinse temperature of 180°F.
- All temperature for rinse cycles should be monitored daily.

1.2.16.3 CHEMICAL SANITATION

Chemical sanitation can only take place after food contact surfaces have been completely washed and rinsed.

- **MANUAL --** Most equipment may be sanitized by the chemical process, spray bottles or bucket method with approved sanitizer should be applied to food contact equipment and surfaces and allowed to air dry.
- **MECHANICAL --** Chemical sanitizing may take place with specific types of equipment utilizing single or multitank machines or pressure washers.
- **TEMPERATURES:** Chemical sanitizers are most effective in temperatures between 75°F and 120°F.

	Chlorine (Bleach)	Quaternary Ammonium (Quat)	Iodine
Temperature	75°F	75°F	75°F - 120°F

CONCENTRATION:

	Chlorine (Bleach)	Quaternary Ammonium (Quat)	Iodine
Concentration	50 ppm (parts per million)	200 PPM	12.5 - 25 ppm

TESTING CONCENTRATION:

All chemical sanitizers should be tested for correct sanitizer concentration daily.

SANITIZER	CHLORINE	QUAT	IODINE
PPM	50 PPM	200 PPM	25 PPM
COLOR CHANGE	Gray	Green	Gray

1.2.16.4 REFRIGERATION TEMPERATURES

All refrigerators should be kept at 41°F or below. All freezer temperatures should be kept at 0°F or lower (-10°F is preferred). The ambient air temperature of all refrigeration in the Bakery area should be monitored daily with specific times and frequencies. Documentation of temperatures and corrective action must take place and be indicated on the appropriate log. Keep logs for 180 days.

1.2.16.5 ACCESS TO BAKESHOP AREA

Restrict as much as possible only employees working on the Bakeshop to this area.

1.2.16.6 OUTER CLOTHING

Refer to Standard Operating Procedure 1.2.1.89, page 10

1.2.16.7 PERSONAL HYGIENE

Refer to Standard Operating Procedure 1.2.1, pages 6-12.

1.2.16.8 THERMOMETER USE AND CALIBRATION

Refer to Standard Operating Procedure 1.2.2, pages 13-14.

1.2.16.9 COOKING

All internal temperatures should be followed according to recipe.

1.2.16.10 COOLING

Cooling of specific bakery products should adhere to 70°F within 2 hours. From 70°F - 41°F within the next 4 hours using approved methods.

1.2.16.11 PRE/POST OPERATIONAL CHECKLIST

In order to ensure proper procedures are taking place, daily pre/post checklists should be performed in the Bakery.

1.2.17 Cook/Chill

1.2.17.1 COOK/CHILL

Cook/Chill is a system of food preparation, packaging, cooling and distribution. The procedure includes:

- Ingredient issue
- Prep: vegetables and meat
- Cooking (mixer kettle)
- Packaging system/labeling
- Tumble Chiller
- Distribution to dining/catering locations

Proper cleaning and sanitizing of all food contact surfaces must take place to prevent bacteria growth or cross contamination.

- Pre-operational sanitation of all equipment in the cook/chill area must take place.
- Clean and sanitize at the end of each production shift.

Cook/Chill Equipment:

100 gal. Pasta kettle and basket
150 gal. Groen kettle
Cleveland tumble chiller

160 gal. Cleveland c/c kettle
Cleveland Pump and tipper tier
Sorting table

1.2.17.2 COOK CHILL SET UP

Kettle:

- Turn the kettle on.
- Adjust the water meter to 80 gallons of water, and add 2.5oz of eco-san. This should test to 50ppm.
- Start the agitator, and heat the solution to 80°F, pump off 20 gallons and check for leaks.
- Heat the remaining liquid to 180°F, and pump all of the water out.

Pump:

- Assemble pump, grease all O-Rings and Gaskets, and attach the cleaning hose.
- Check air and oil filters, and the wheel distance, tighten if necessary, (the greater the distance, the smaller the volume)
- Pump sanitizer from the kettle through the pump. Remove the cleaning hose and attach the cup.

Chiller:

-

1.2.17.3 SANITIZING

Sanitizing can only take place after food contact surfaces have been completely washed and rinsed.

- **HOT WATER PROCESS MANUAL:** All equipment depending on whether it is removable or stationary may be sanitized by immersion for at least 30 seconds in water maintained at 171°F.
- **MECHANICAL:** All equipment depending whether it is removable or stationary may be sanitized by use of a stationary rack, single temperature which has a rinse temperature of 165°F. All other types of machines must have a rinse temperature of 180°F.
- All temperatures for rinse cycles should be monitored daily.

1.2.17.4 CHEMICAL SANITATION

Chemical Sanitation can only take place after food contact surfaces have been completely washed and rinsed.

- **MANUAL --** Most equipment may be sanitized by the chemical process, spray bottles or bucket method with approved sanitizer should be applied to food contact equipment and surfaces and allowed to air dry.
- **MECHANICAL --** Chemical sanitizing may take place with specific types of equipment utilizing single or multitank machines or pressure washers.
- **TEMPERATURES:** Chemical sanitizers are most effective in temperatures between 75°F and 120°F.

	Chlorine (Bleach)	Quaternary Ammonium (Quat)	Iodine
Temperature	75°F	75°F	75°F - 120°F

CONCENTRATION:

	Chlorine (Bleach)	Quaternary Ammonium (Quat)	Iodine
Concentration	50 ppm (parts per million)	200 PPM	12.5 - 25 ppm

TESTING CONCENTRATION:

All chemical sanitizers should be tested for correct sanitizer concentration daily.

SANITIZER	CHLORINE	QUAT	IODINE
PPM	50 PPM	200 PPM	25 PPM
COLOR CHANGE	Gray	Green	Gray

1.2.17.4 ACCESS TO COOK/CHILL AREA

Only employees working in the cook/chill area should be allowed in the area or to handle equipment.

1.2.17.5 OUTER CLOTHING

Only approved, clean clothing and hair restraints should be worn in the cook/chill area.

1.2.17.6 PERSONAL HYGIENE

Refer to Standard Operating Procedure 1.2.1, pages 6-12.

1.2.17.7 COOKING

All internal temperatures should be followed according to recipe.

1.2.17.8 COOLING

All items prepared in the cook-chill process will be chilled to 41°F or below in 2 or less hours in accordance with the cook-chill manual. The water temperature will be recorded thru-out the process, and the bag will have a laser temperature reading taken upon completion.

1.2.17.9 PRE/POST OPERATIONAL CHECKLIST

In order to ensure proper procedures are taking place, daily pre/post checklists should be performed in the Bakery

1.2.18 Vegetable Prep/Sandwich Room

1.2.18.1 Equipment and Work Surfaces

Robot Coup CL55 Slicer
Ditto Dean Slicer
Robot Coup RGV Food Processor
2x Digital Jeales
Urschel Dicer/Slicer

Anchor Packing Lidder/sealer
Kamflex Conveyor Belt
Robot Coup Blixer 45 Food Processor
Hobart Meat Slicer
Vanmark Peeler

Proper cleaning and sanitizing of all food contact surfaces in the Vegetable Prep area must take place to prevent bacteria growth or cross-contamination.

- Pre-operational sanitation of all equipment in the vegetable prep must take place.
- Equipment in continuous use, must at a minimum, be cleaned and sanitized every 4 hours.
- All vegetable prep equipment must be cleaned and sanitized at the end of the day.
- The Vegetable Prep utensils and equipment must be cleaned every 24 hours based on a refrigeration temperature of 41° F or less.
- All utensils must be cleaned and sanitized after use and stored in an appropriate closed and covered container.

1.2.18.2 Sanitizing

Sanitizing can only take place after food contact surfaces have been completely washed and rinsed.

- **HOT WATER PROCESS MANUAL:** All equipment depending on whether it is removable or stationary may be sanitized by immersion for at least 30 seconds in water maintained at 171°F.
- **MECHANICAL:** All equipment depending whether it is removable or stationary may be sanitized by use of a stationary rack, single temperature which has a rinse temperature of 165°F. All other types of machines must have a rinse temperature of 180°F.
- All temperatures for rinse cycles should be monitored daily.

1.2.18.3 CHEMICAL SANITATION

Chemical Sanitation can only take place after food contact surfaces have been completely washed and rinsed.

- **MANUAL --** Most equipment may be sanitized by the chemical process, spray bottles or bucket method with approved sanitizer should be applied to food contact equipment and surfaces and allowed to air dry.
- **MECHANICAL --** Chemical sanitizing may take place with specific types of equipment utilizing single or multitank machines or pressure washers.
- **TEMPERATURES:** Chemical sanitizers are most effective in temperatures between 75°F and 120°F.

	Chlorine (Bleach)	Quaternary Ammonium (Quat)	Iodine
Temperature	75°F	75°F	75°F - 120°F

CONCENTRATION:

	Chlorine (Bleach)	Quaternary Ammonium (Quat)	Iodine
Concentration	50 ppm (parts per million)	200 PPM	12.5 - 25 ppm

TESTING CONCENTRATION:

All chemical sanitizers should be tested for correct sanitizer concentration daily.

SANITIZER	CHLORINE	QUAT	IODINE
PPM	50 PPM	200 PPM	25 PPM
COLOR CHANGE	Gray	Green	Gray

AMBIENT AIR TEMPERATURE

The air temperature should be 55°F or below in the butcher shop. The ambient temperature of the Vegetable Prep should be monitored daily with specific times and frequencies. Documentation of temperatures and corrective action must take place. These logs should be kept for 180 days.

1.2.15.5 ACCESS TO VEGETABLE PREP/SANDWICH ROOM

Only employees working in the vegetable prep or designated supervisors/management staff should be allowed in area. Do not take contaminated materials inside Vegetable Prep. Example: cardboard, pallets, etc. Designate specific moveable equipment for the Vegetable Prep. Example: transport carts, knives.

1.2.15.6 OUTER CLOTHING

Refer to Standard Operating Procedure 1.2.1.89, page 10

1.2.15.7 PERSONAL HYGIENE

Refer to Standard Operating Procedure 1.2.1, pages 6 - 12.

1.2.15.8 THERMOMETER USE AND CALIBRATION

Refer to Standard Operating Procedure 1.2.2, pages 13-14

1.2.15.8 PRE/POST OPERATIONAL CHECKLIST

In order to ensure proper procedures are taking place daily pre/post checklists should be performed in the Vegetable Prep.

1.3 Sanitation

The sanitation section of this manual addresses five basic issues related to maintaining a clean environment.

- 1.3.1 Stocking Hand Wash Sinks
- 1.3.2 Storing and Labeling Cleaning Chemicals
- 1.3.3 Developing a Cleaning Schedule
- 1.3.4 Specific Cleaning items
- 1.3.5 Pest Prevention

1.3.1 Stocking Hand Wash Sinks

Throughout the day, your hands come in contact with millions of microorganisms. Whatever organisms you pick up from items you touch may be transferred to the foods you prepare and serve. Therefore, if you come in contact with a harmful microorganism, it could transfer to food and may cause your customers to become sick. For example, *Hepatitis A* may be spread by not washing hands after using the restroom. Hepatitis is an extremely dangerous virus and is preventable through proper hand washing.

Washing hands is one of the most effective ways of preventing the spread of harmful microorganisms to food and food contact surfaces. Wash your hands many times throughout our day.

DO NOT store anything inside the hand wash sink at any time.

The manager should designate the responsibility of checking each hand wash sink in all the food handling areas **daily** to make sure that they are stocked with soap, hot water and paper towels. If there is difficulty with the hot water, the manager should be notified immediately.

Anytime that you notice the hand wash sink is out of soap or paper towels, immediately replace them!

1.3.2 Storing and Labeling Cleaning Chemicals

It is essential to food safety that all food be protected from chemical contamination. One of the best ways to do this is to store cleaning chemicals, pesticides and other chemicals away from food.

- DO NOT leave chemical bottles near food storage locations, e.g. on shelves with food, in coolers.
- Store chemical bottles below food if storage space is limited.
- All chemical bottles must be labeled with contents so that if food contamination were to occur, instructions for safety are available.
- OSHA (the Occupational Safety and Health Administration) requires that a MSDS (Materials Safety Data Sheet) be available for every chemical you use at work. These must be kept on file in a readily accessible location. Individual copies of the MSDS sheets can be obtained from your chemical supplier. A MSDS should accompany every shipment of chemicals.

1.3.3 Developing a Cleaning Schedule

All areas of the kitchen and service area must be cleaned regularly, but some areas are cleaned on a different schedule than others. This sometimes leads to items being forgotten in the grand scheme of the cleaning schedule. The best way to prevent this is to develop a list of all areas in the kitchen that are cleaned and then assign a time frame, and a position responsible for them to be cleaned. Some areas, like ceiling vents or walls only need to be cleaned occasionally, while others (like floors) should be cleaned multiple times daily.

1.3.4 Specific Cleaning Items

Some specific cleaning items that are often overlooked are floor drains, air vents, fan guards and hard to clean places such as the area underneath a prep table or behind a large piece of equipment.

1.3.5 Pest Prevention

Many pests thrive in wet areas, so it is important to eliminate this problem wherever it is found. One way to do this is by eliminating standing water wherever possible and remembering to hang mops and brooms to dry.

Signs of Rodent Infestation

There are ten basic signs of rodent infestation. They include: droppings (feces), tracks, gnawing damage, burrows, runways, grease marks, urine stains, actual rodents, rodent sounds and rodent odors.

Droppings

Droppings frequently indicate the presence of rats or mice. Mice can produce from 50-100 droppings per day. Mouse droppings are 1/8" to 1/4" in length. Rat droppings are typically longer, from 1/2" to 1" in length. Keeping food products off floors and away from the walls will allow you to easily inspect these areas for the presence of droppings.

Tracks

If rodents are entering the establishment from a moist area or traveling through a wet area, they may leave tracks. Rodents have five toes on their hind feet and four toes on their front feet. They also leave a tail drag mark between their foot tracks. The hind foot of a mouse measures 3/8", while that of a rat measures about 3/4 to 1".

Gnawing damage

Typically rodents are attracted to an establishment because of a ready supply of food. To reach that food, they may gnaw holes in the corner of food boxes or bags. Gnawed holes may reach up to 2" in diameter. Rats and mice may also gnaw on wooden structural members, such as door frames and ceiling joists.

Burrows

Rats often live in burrows outside the facility. These burrows are tunnels underground, usually next to walls, along the foundation or underneath debris or shrubbery. The entrance to an active burrow is typically smooth and free of vegetation. Not all rats live in burrows.

Runways

Rodents repeatedly use the same path between their nests and their food source. This may create a runway. Indoor runways are typically characterized by an absence of dust or dirt on floors or rafters. Outdoor runways are smooth, compacted and free of vegetation.

Grease marks

Rodents have very oily and often dirty fur. Generally, rodents will run along a wall or other vertical object as they forage. This typically results in a mark from the oil and dirt on the wall along their pathway.

Urine stains

Rodents have no control over their bladders and often leave urine stains over the areas they contact. These urine stains fluoresce a blue-white color under ultra-violet light. Black lights can be used to detect the presence of urine stains.

Sightings of rodents

The presence of live or dead rodents is a sure indication of a problem.

Rodent sounds

Rodents produce high-pitched squeaks, gnawing sounds, scratching sounds and sometimes digging and fighting sounds. These sounds can usually only be heard when the establishment is very quiet.

Rodent odors

Rodent odors can arise in areas where an infestation is particularly severe. These odors originate from urine and various glands.

Signs of Insect Infestation

Because insects are smaller and more diverse than rodents, it is difficult to classify a list of specific indications of infestation. Some typical signs of infestation include the following: product or structural damage, droppings, cast skins and the actual presence of insects.

Often, flashlights and mirrors must be employed to determine if insects are present underneath and behind appliances and furniture. Light switches and electrical outlets can be removed to look for the presence of insects in wall voids. Finally, your pest service control provider should use sticky traps or glueboards in areas where infestation is suspected to determine if insects are actually present.

1.4 Receiving

Receiving food properly is essential to food safety. The following section explains the basic principles.

- 1.4.1 Receiving Temperatures
- 1.4.2 Specific Product Receiving Guidelines
- 1.4.3 Food Condition
- 1.4.4 Dating Food

1.4.1 Receiving Temperatures

If the food that you receive has suffered from contamination or temperature abuse, there is nothing that can be done to improve its quality. Because of this, factors like receiving temperature and food condition should be strictly monitored. Damaged food should be rejected.

Most foodborne illnesses are caused by germs that live in our food, growing and reproducing if they find that conditions are favorable for them. One of the major factors affecting whether or not conditions are favorable is **temperature**. Most bacteria can grow at temperatures between 41°F and 135°F, a temperature range referred to as the Temperature Danger Zone. The optimal temperature for bacterial growth is in the center of the danger zone, near body temperature.

The best way to keep food safe is to keep it out of the danger zone. This is done by keeping hot food hot and cold food cold. At receiving visually observe product to verify the cold chain has not been broken. All products should be free from large ice crystals, melted containers or soggy product.

Refrigerated or frozen food that is received into your foodservice operation must not be in the Temperature Danger Zone (between 41°F and 135°F). The temperature of food that is received should be checked immediately. An elevated temperature will indicate that the food has been temperature abused.

Food that is accidentally left out for an extended period should not be used if the internal temperature of the food is above 50°F. Contact your manager and let him/her know that there is a problem with delivery.

1.4.2 Specific Product Receiving Guidelines

Food safety begins before the products enter our establishments. We have a responsibility to keep the products we serve safe for the customer. The suppliers also have a responsibility to keep the foods they produce safe. Strict guidelines for sanitation and food safety should be followed. Their obligation is to ensure that the products they ship are free from harmful microorganisms and contamination.

When food products are delivered from the suppliers they should be fresh or properly frozen and free from infestation or contamination. They should arrive at the proper temperature and in good condition for each type of food. The products should arrive in sanitary condition and be handled properly.

When products are loaded onto trucks for delivery to foodservice operations, they can be subjected to temperature and climate extremes. Therefore, when the products arrive at the location, they must always be checked for proper temperatures and visually inspected for signs of spoilage. **Product quality and food safety are everyone's responsibility.**

Proper inspection will also help reduce ongoing spoilage or shrinkage. If the product temperature is in the Temperature Danger Zone when it is received at the facility precautionary measures should be taken to correct the temperature or the product should be rejected. Such as, if perishable products are above 41°F they should not be accepted.

Whenever you find it necessary to reject or send back shipments of food, you should let your manager know immediately.

STEPS FOR RECEIVING AND INSPECTING

All steps should be followed during delivery inspection.

1. Check the delivery truck for any signs of unsanitary conditions or evidence of pests.
2. Check the dates on the products promptly to make sure the products are fresh and what was ordered.
3. Look for expiration date(s).
4. Use a calibrated stem thermometer or thermocouple to check the product temperatures.
5. Check products for acceptable quality characteristics (listed on the following pages).
6. Check products to ensure they meet specification and order.
7. Product should be moved to the proper storage area. If the delivery personnel leave the refrigerated products on the dock or in the back room for an extended period of time, you should instruct them to attend to the cold food first. Foods should not be in the Temperature Danger Zone (41°F to 135°F). If this problem persists, you should let your manager know.
6. Place labels on received product to indicate receiving date.
7. Reject unacceptable items and report it to your manager immediately.

1.4.2.1 INSPECTING MEATS

<u>VARIETY</u>	<u>CHARACTERISTICS</u>
Beef	<ul style="list-style-type: none"> • Firm • Moist • Elastic texture • Bright cherry red • 41°F or below
Pork	<ul style="list-style-type: none"> • Firm • Moist • Pink color
<u>ACTION</u>	
Reject Products When You See Signs of Spoilage	<ul style="list-style-type: none"> • Brown or green color • Slimy and/or sticky • Smelly • Above 41°F • Torn packages
What to do	<ul style="list-style-type: none"> • Contact your manager • Reject the products

1.4.2.2 INSPECTING POULTRY

<u>VARIETY</u>	<u>CHARACTERISTICS</u>
Chicken	<ul style="list-style-type: none"> • Firm • Moist • 41°F or below
<u>ACTION</u>	
Reject Products When You See Signs of Spoilage	<ul style="list-style-type: none"> • Purple or green color, especially around the neck and wing tips • Slimy and/or sticky, especially under wings and around joints • Smelly odor • Above 41°F • Torn packages
What to Do	<ul style="list-style-type: none"> • Contact your manager • Reject the products

1.4.2.3 INSPECTING SEAFOOD

<u>VARIETY</u>	<u>CHARACTERISTICS</u>
Fish	<ul style="list-style-type: none">• Firm flesh• Moist gills• Clear and bulging eyes• No excessive fishy odor• Bright red• 41°F or below• Packed in flaked, self-draining ice
Shellfish	<ul style="list-style-type: none">• No excessive fishy odor• Packed in flaked, self-draining ice• 45°F or below
<u>ACTION</u>	
Reject Products When You See Signs of Spoilage	<ul style="list-style-type: none">• Green or gray color around the gills• Sticky or dry skin• Strong fishy odor• Skin leaves an impression when you touch it• Milky, cloudy and sunken eyes• Above 41/45°F• Melted ice• Torn packages
What to Do	<ul style="list-style-type: none">• Contact your manager• Reject the products

1.4.2.4 INSPECTING DAIRY PRODUCTS

<u>VARIETY</u>	<u>CHARACTERISTICS</u>
All varieties Milk, Cheese, Yogurts, etc.	<ul style="list-style-type: none"> • Take product temperature. It should be less than 41°F • To take product temperatures, open a carton or package and insert your thermometer (see Temperature section). Discard opened packages. • Check date
<u>ACTION</u>	
Reject Products When You See Signs of Spoilage Reject Expired Product	<ul style="list-style-type: none"> • Sour smell • Chunks in milk • Above 41°F • Torn or opened packages/cartons
What To Do	<ul style="list-style-type: none"> • Contact your manager • Reject the products

1.4.2.5 INSPECTING EGGS

<u>VARIETY</u>	<u>CHARACTERISTICS</u>
Hard Shell Whole	<ul style="list-style-type: none"> • Clean • Uncracked shells • Grade AA or A • Arrive refrigerated • 45°F or below
Egg Products: Liquid, Frozen	<ul style="list-style-type: none"> • Liquid arrives liquid • Frozen arrives frozen • Should be delivered well before use by date • Use by date should be stamped on packaging
<u>ACTION</u>	
Reject Products When You See Signs of Spoilage	<ul style="list-style-type: none"> • Temperature above 41°F for liquid • Temperature above 10°F for frozen • Temperature above 45°F for shell • Strong odor • Torn or opened packages/cartons
What To Do	<ul style="list-style-type: none"> • Contact your manager • Reject the products

1.4.2.6 INSPECTING FROZEN PRODUCTS

<u>VARIETY</u>	<u>CHARACTERISTICS</u>
Any Frozen Products	<ul style="list-style-type: none">• No sign of refreezing• Delivered at 10°F or below
<u>ACTION</u>	
Reject Products When You See Signs of Spoilage	<ul style="list-style-type: none">• Carton may have frozen liquid on outside• Large ice crystals on product itself• Package is distorted• Above 10°F• Torn or opened packages/cartons
What To Do	<ul style="list-style-type: none">• Contact your manager• Reject the products

1.4.2.7 INSPECTING PRODUCE

<u>VARIETY</u>	<u>CHARACTERISTICS</u>
All Produce Items	<ul style="list-style-type: none">• Firm flesh• Sweet smell• Bright color• Appropriate texture/appearance
<u>ACTION</u>	
Reject Products When You See Signs of Spoilage	<ul style="list-style-type: none">• Signs of insects in crates or boxes, etc.• Signs of rodent droppings in crates or boxes• Signs of rotting and/or deterioration• Damage to skin such as abrasions or excessive bruising
What To Do	<ul style="list-style-type: none">• Contact your manager• Reject the products

1.4.3 Food Condition

If the food that you receive has suffered from contamination, there is nothing that can be done to improve its quality. Because of this, factors like food condition should be strictly monitored.

During a delivery, the food should be inspected immediately for damage or contamination. Off-odors or off-colors will be indicative of a problem. Also, evidence of pest problem (indicated by holes or gnaw marks) and evidence of contamination from blood or chemicals should be considered. It is essential that all food be inspected thoroughly before it is cooked and served.

1.4.4 Dating Food

All food should be dated on exterior packaging to indicate when it was received. This facilitates the proper rotation of food.

Dated labels are a convenient way to facilitate the proper rotation of food.

1.5 Maintenance

The management has a responsibility to maintain the facility in a manner that promotes food safety. Priorities of Maintenance Staff: health/safety issues; operational equipment; preventive maintenance – clean refrigerator compressors - change filters, i.e., ice, water, air - change belts – lubrications; work orders to equipment. There are six basic aspects to this responsibility.

- 1.5.1 Refrigeration and Freezer Maintenance
- 1.5.2 Preventing Food Contamination
- 1.5.3 Hot Water Availability
- 1.5.4 Floors, Walls and Ceilings
- 1.5.5 Pest Prevention
- 1.5.6 Equipment Maintenance

1.5.1 Refrigeration and Freezer Maintenance

WEEKLY REFRIGERATOR / FREEZER TEMPERATURE LOGS

Everyone's responsibility in the area of food safety involves monitoring refrigeration equipment. The manager should assure that monitoring is timely and consistent.

Every facility is required to develop a list of refrigeration equipment. This list must include all coolers, refrigerators, display cases, etc. where food is kept cold. This list should be made into a log sheet for temperatures in all locations. A sample log sheet is included in the forms section of this manual.

If food temperatures inside any refrigeration unit are above 60°F, or have been above 50°F for more than two hours or an undetermined amount of time, the food should be discarded. In other cases, it will be a judgement call of what should happen to the food. Any refrigeration unit above 50°F should be considered to be a critical maintenance emergency.

Copies of completed temperature logs should be held on file for 180 days.

1.5.2 Preventing Food Contamination

Many maintenance problems can lead to the hazardous contamination of food. This can be leaking sewer lines, dripping water pipes or flaking paint or ceiling plaster over food prep or storage areas.

It must be a priority of the management to eliminate any conditions that can lead to food contamination.

1.5.3 Hot Water Availability

The FDA Food Code and most state and local health agencies require that hot water be available to hand wash sinks and dish wash sinks. The detergents in soaps do not work well in cold-water conditions. This means that hot water is essential for cleaning and hand washing. Domestic hot water is delivered to buildings on campus from the power plant, 120 °F - 140°F, pot machines and dish machines rely on hot water boosters. If hot water is not available, you should contact a plumber or repair person to fix the problem.

1.5.4 Floors, Walls and Ceilings

Damaged floor tiles can create a trip and fall hazard. They are also hard to clean. Finally, they often result in pools of water which are a pest attractant. These damaged areas should be filled with patch until enough work for someone to come to location.

Damaged ceilings and walls lead to pest entry points and areas that are difficult to clean. They should also be fixed and sealed promptly.

1.5.5 Pest Prevention

A pest-free environment starts with:

- Keeping doors closed.
- Eliminating pest entry points, such as gaps under doors, broken seals, cracked tiles, broken ceiling tiles, holes in walls, etc.
- Keeping the entire facility clean and dry.
- Keeping storage areas organized to avoid pest harborage.
- Working with your pest elimination company for regular service.
- Proper maintenance of pest control devices, such as air curtains, fly zappers, etc.
- Proper maintenance of traps and baits, e.g. roach baits, roach motels, rat traps, glue boards, etc.

If pest entry points are eliminated and sanitation is properly maintained, a pest-free environment should be attainable.

1.5.6 Equipment Maintenance

A record must be kept for every piece of equipment in the kitchen. A preventive maintenance program is established for refrigeration units, ice makers (filters), air handlers, elevators, and fire suppressant systems.

RECEIVING TEMPERATURE LOG

DATE	PRODUCT	CONDITION	FOOD TEMP.	CORECTIVE ACTION/INITIALS

INSTRUCTIONS: A record must be kept of all perishable products that are brought into the food service department. Temperatures of refrigerated and frozen products must be measured, recorded and vehicle condition. The acceptable receiving temperature for refrigerated food is 41° F +/- 2° F, while the acceptable receiving temperature for frozen food is 0° F. The ongoing log should be kept on file.

NOTES:

FoodSer
 Vehicle: trk 91
 Recorder: R25669
 DELIVERY TICKET
 Front 29°F
 Centre 30°F
 Rear 30°F

3 TERRY }
 1 GORDY } 4:30am
 2 TIM }
 PAUL
 BRAD

DAILY TRUCKING SCHEDULE

AARON
 ABDUL FD
 BLAKE
 CARL
 Denny 6am
 GEORGIE 1pm

GERARD
 HOWARD
 JAY FD
 JIM K
 JOHN
 JUSTIN

KEVIN 2pm
 KURT
 LARRY 3:30pm
 NICK
 NYLING FD TJ
 RON TOM
 STEVE
 WILLIE FD

Date of report
 11 May 10 13:59
 TRDL-PRO

LOAD FROM	DELIVER TO	control number	DESCRIPTION	S	T	G	P	B	K	W	C	S
				R	F	L	B	H	S	P	B	W
FSSF	ALL		BAKERY	/	/	/	/	/	/	/	/	/
05:00 AM	05:30 AM											
05:30 AM	06:00 AM											
05:30 AM	06:00 AM											
05:45 AM	06:15 AM											
06:00 AM	06:30 AM	FSSF	MORRIS INN									
06:00 AM	06:30 AM	CTR NDH	132 MCOB	53674								
06:00 AM	06:30 AM											
06:00 AM	06:30 AM											
06:00 AM	06:30 AM											
06:00 AM	06:30 AM											
06:30 AM	07:00 AM	CTR NDH	800 GRACE	53626								
06:30 AM	07:00 AM											
06:30 AM	07:00 AM	CTR NDH	132 MCOB	53674								
06:30 AM	07:00 AM											
07:00 AM	07:30 AM	CTR NDH	800 GRACE	53626								
07:00 AM	07:30 AM	FSSF	WARREN GOLF									
07:00 AM	07:30 AM	FSSF	BOOKSTORE									
07:00 AM	07:30 AM	CTR NDH	1500 FITZ	53857								
07:00 AM	07:30 AM	CTR NDH	GIOVANINI COMMONS	53611								
07:00 AM	07:30 AM											
07:30 AM	08:00 AM	CTR NDH	1251 N. Eddy St. - Suite 400	53874								

Cheryl Bauer

From: Cheryl Bauer
Sent: Friday, June 10, 2011 9:55 AM
To: Cheryl Bauer
Subject: Cook Chill Information

Hi Kris,

You had some questions about the cold smoker, we have run some tests on the unit, and here are the temperatures which were monitored.

The smoking process which takes two and a half hours to cold smoke products.

In the beginning before turning on the cold smoker we placed the two pans of ice in the chamber and closed the door for a half hour.

The temperature was at 43.2 degrees. We then placed a steak in the smoke chamber and started the timing of the smoker process.

Summary –

- Chamber started at 43.2 degrees
- Steak went in at 36 degrees
- After one hour ...
- Chamber was at 54.6 degrees
- After two hours....
- Chamber was at 55.0 degrees
- After two and a half hours (ending time).....
- Chamber was at 56.0 degrees
- Steak was at 52.0 degrees.

Let me know if this is what you were looking for or not. Hope you have a wonderful Memorial Day Week-end!

Cheryl Bauer
Assistant Purchaser/Food Safety Specialist
University of Notre Dame
217 South Dining Hall
(574) 631-1709
(574) 631-7994 fax

Be who you say you are, and say what you feel, because those that matter don't mind...and those that mind...don't matter.

University of Notre Dame – Food Service Support Facility

COOK-CHILL DAILY TASK SCHEDULE

1. 80 GAL. Water in the 150 gal kettle and or 50 gal into 100 gal kettle.
2. Use (Eco-san) that measures 50 ppm cook chill manual (use test strips)
3. Close lid on kettle so everything gets sanitized. (Heat kettle to at least 180')
4. While kettle is heating and sanitized to 180' assemble food pump
5. When food pump is set up and kettle is 180' pump the hot 180' sanitize water through the pump so that food pump and food hoses are sanitized.
6. Follow recipes and HACCP procedures cook product and bring temp down or up to 180' for pumping
7. Pump product into 1 or 2gal bags (depends on the product)
8. ONCE IN THE CHILLER: 150gal batch (75-2gal bags) Takes anywhere from 1hr 20min – 1hr 40mins to reach 40' or below
9. To check product temp in chiller take out one bag and shake it up then probe it to see temp. (We check 2 bags total from different locations in chiller) unload chiller and take to 34' cooler for storage.
10. End of day clean up: Break food pump down and hand wash parts in water that is 160' and rinse in sink that's 180' place parts on cart to let air dry
11. All bags are labeled with tags that have the product name, batch number, date it was made and ingredients

Reduced Oxygen Packed Items at the Food Service Support Facility University of Notre Dame

Beef Bourguignon
Beef Stroganoff
Beef Tips and Mushrooms
Chowder Alpine corn Potato
Chowder New EnglnD Clam
Chowder Plymouth Corn Potato
French Onion Soup
Macaroni and Cheese
Soup Been with Ham
Soup Broccoli Cheesy
Soup Chicken Gumbo
Soup Chicken Noodle with Herbs
Soup Chili Texas
Soup Cream of Poato
Soup Split Pea with Ham
Soup Tortilla
Soup Canadian Cheese
Soup Chili Vegetarian
Soup Cream of Mushroom
Soup Minestrone
Soup Spicy Thai Veg Nood
Soup Tomato Creamy
Soup Tomato Sausage
Stew Beef
Beef Steak & Noodle Soup
Chili White(soup)

Chili White Vegetarian (soup)
Chowder Adobi Chix Corn
Chowder Chicken
Chowder Pob Corn Shrimp
Chowder Winter Vegetable
Hot & Sour Soup
Maryland Crab Soup
Pho
Sauce Alfredo
Sauce BBQ
Sauce Pastaria Meat
Sauce Pizza
Sauce Spaghetti
Sloppy Joe Burger Mix
Taco Beef
Taco Chicken

Beef Stroganoff NDsOwn P

Fssf Cook/chill

Production Date: Monday, 9/26/2011

Production Shift: [All Meals]

Time	Temperatures	Production Amount	(Actual)
Prep Time:	Cooking Temp:	Yield:	3 Twogalbg (3. Twogalbg)
Cooking Time:	Internal Temp: 180	Portions:	3 Twogalbg

Serving Equipment	Serving Utensil:
Serving Pan:	

Ingredients and Instructions

- Beef Julienne 3x1/2 36 Pound + 8 Ounce
Thawed Per HACCP SOP
 - 1. Thawed per haccp sop.
 - #10 Can Mushrooms 1.9 #10 Can
 - 2. Drain mushrooms and reserve the mushrooms and liquid separately.
 - Salad Oil 2 3/4 Quart
 - Ground Black Pepper 2 Ounce
 - Minced Garlic 3 3/4 Ounce
 - 3.(CCP) Blend oil and seasonings. Marinate meat for 1 hour under refrigeration that maintains an internal food temperature of 41F or below. Drain meat.
 - 4.(CCP) Brown beef well in the kettle. Cook beef to a minimum internal temperature of 145F. Allow to cook at this temperature for a minimum of 15 seconds. Drain off excess fat.
 - Water, Hot 2 Gallon
 - 5. Add water and bring to simmer.
 - Base Beef All Natural W 2 Pound + 13 Ounce
 - 6. Dissolve brown sauce base in the reserved mushroom liquid and a little of the hot stock from the kettle and return all to kettle.
 - 7.(CCP) Bring stroganoff to simmer (185F) and stir to blend sauce and meat.
 - Sherry Cooking 1 3/4 Cup + 2 Tablespoon
 - 8. Add sherry and reserved mushrooms and blend into stroganoff.
 - Sour Cream, Room Temp 7 Pound + 4 Ounce
 - 9. Fold sour cream into stroganoff.
 - 10.(CCP) Bring to 180F in preparation for pumping. Follow cook-chill pumping and chilling standard operating procedures; then freeze.
 - Bags C/c 2 Gal 10x30 C300 3 Bag
 - Clips Cook/chill 3 Clips
- Culinary notes: In order to avoid over-agitating the stroganoff and the possible breaking up of the meat, it is very important to observe in Step 6 that the sauce prep is dissolved in a good amount of liquid and that it is well dissolved prior to adding to the stroganoff.

Soup Chicken Noodle with Herbs NDsOwn P

Fssf Cook/chill

Production Date: Monday, 9/26/2011

Production Shift: [All Meals]

Times	Temperatures	Production Amount	(Actual)
Prep Time:	Cooking Temp:	Yield:	3 Twogalbg (3. Twogalbg)
Cooking Time:	Internal Temp: 180	Portions:	3 Twogalbg

Serving Equipment	Serving Utensil:
Serving Pan:	

Ingredients and Instructions

- Fajita/stir-fry Chicken 6 Pound
 - 1. Thawed per haccp sop.
- Butter 3 1/4 Ounce
- Rubbed Sage 1 1/2 Teaspoon
- Thyme Leaves 1 2/3 Tablespoon + 1/4 Teaspoon
- Ground White Pepper 1 1/2 Teaspoon
- Oregano Leaves Whole 1/4 Cup + 1 1/2 Teaspoon
 - 2.(CCP) heat butter in a kettle and add the fajita chicken along with the spices and cook till completely cooked, about 165F or higher (minimum internal temperature).
- 🍷 Onion 1/4" Fine Dice Fssf 2 Pound + 11 Ounce
 - Gather Ingredients
- 🍷 Carrots 1/4" Fine Dice Fssf 2 Pound + 11 Ounce
 - Gather Ingredients
- Celery, 1/8" Sliced 1 Pound + 5 1/2 Ounce
 - Sliced 1/8"
 - 3. Add Vegetables. Saute and stir vegetables till crisp yet tender.
- Base Chix All Natural W 1 Pound + 14 Ounce
 - 4. Add the spices, seasoning and the base to the vegetable and chicken mix. Stir to mix evenly.
- Water, Hot 4 1/2 Gallon
- Whole Bay Leaf, In A Cheese Cloth .02 8z Can
 - 5.(CCP) Add water and tie the bay leaf sachet to the arms of the agitator; blend and bring to simmer (185F).

- Mix Roux Dry Minors 3 1/2 Ounce
- Water 1 1/4 Cup
 - 6. Dissolve roux with cold water. Add to the soup gradually while mixing well.
- Kluski Noodles 4 Pound + 10 Ounce
 - 7.Add noodles. Reduce heat and gently boil until noodles are al dente, approximately 10 minutes.
 - 8.(CCP) Bring to a temperature of 180F in preparation for pumping. Remove the bay leaf bag from the kettle. Follow cook-chill pumping and chilling standard operating procedures; then freeze soup.
- Bags C/c 2 Gal 10x30 C300 3 Bag
- Clips Cook/chill 3 Clips

Onion Diced 1/4 NDsOwn P

Issue Ingredient Room

Production Date: Monday, 9/26/2011

Production Shift: [All Meals]

Times	Temperatures	Production Amount
Prep Time:	Cooking Temp:	Yield: 2 Pound + 11 Ounce
Cooking Time:	Internal Temp:	

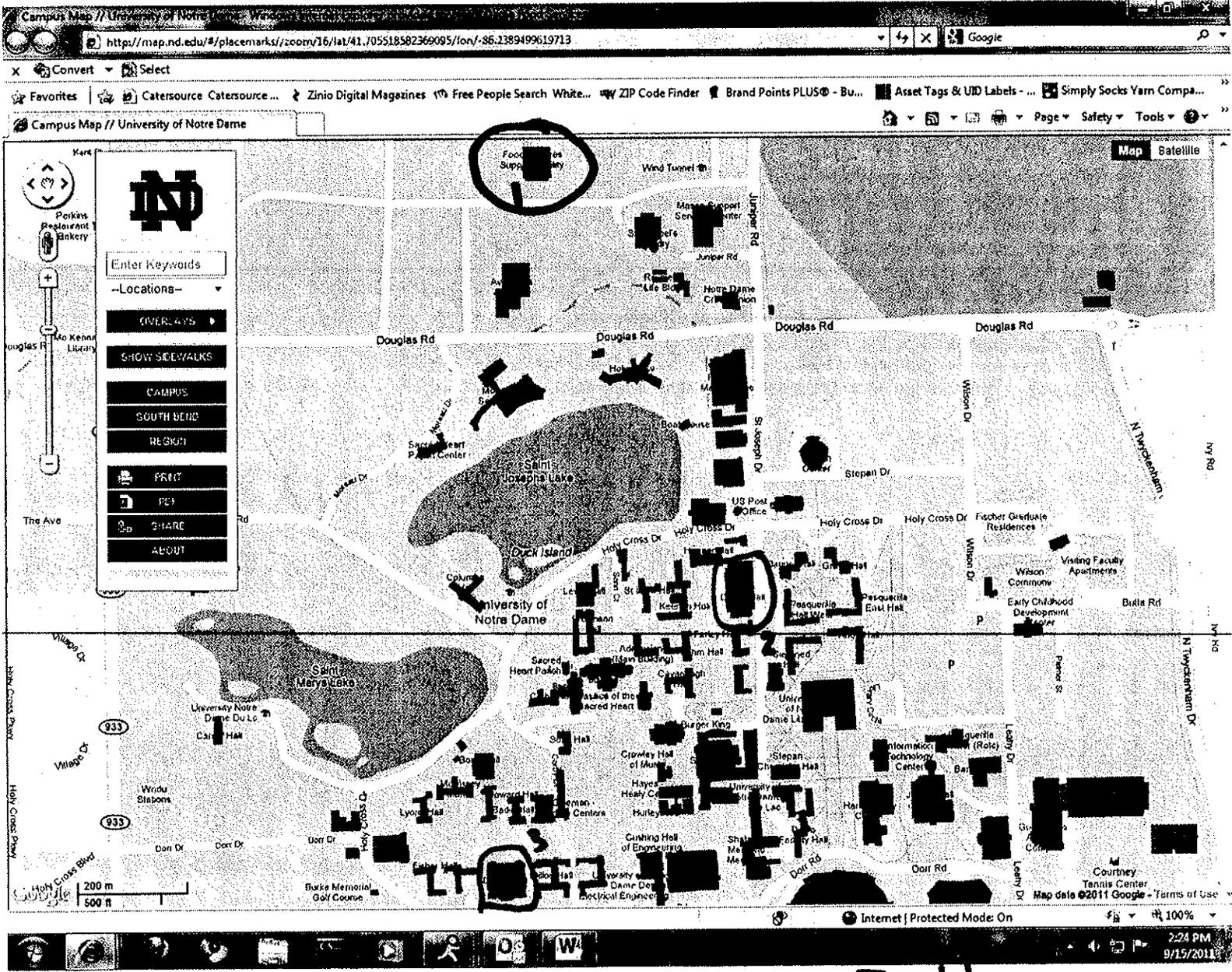
Serving Equipment

Serving Pan: _____ Serving Utensil: _____

Ingredients and Instructions

Peeled Whole Onions	2 Pound + 11 Ounce
Fssf Box Liner 24x19x35	.27 Liners

1. Wash, trim, and peel the onions following the posted instructions.
 2. Dice the onions 1/4" by feeding the onions into the hopper of the Urschel GK-A dicer using the following blade setup:
 - ~ Slicer knife #13104 set at 1/4".
 - ~ Circular knife 3/8" spindle setup.
 - ~ Cross cut 3/8" setup using all 16 blades.
 - ~ Use #12190 gate extension strip.
 3. Weigh and bag onions into 10# units. Seal tightly to minimize odor.
 4. Place bagged onions into a shipping container and then place into the holding cooler and stage for delivery.
 5. (CCP) Hold under refrigeration that maintains an internal food temperature of 41F or below.
- Note: To chop onions fine, put back through the GK-A a second time.



#1 = Food Services Support Facility
 #2 = North Dining Hall
 #3 = South Dining Hall