

# PRESENTATION 3

## SANITATION BEST PRACTICES IN KITCHENS AND BAKERIES



A corporate social responsibility project of:



FLOUR & PASTA



# Multimedia Toolkit for Bread and Pastry Production

in partnership with



# PRESENTATION OUTLINE

## SANITATION BEST PRACTICES IN KITCHENS AND BAKERIES

- I. PERSONAL HYGIENE AND CONDUCT**
- II. WORKPLACE SANITATION PRACTICES**
- III. SANITIZING FOOD SURFACES**
- IV. EQUIPMENT MAINTENANCE**
- V. CLEANING KITCHEN EQUIPMENT**
- VI. PROPER STORAGE**
- VII. REFERENCES**

# PERSONAL HYGIENE AND CONDUCT

- Cleanliness is the responsibility of everyone who works in a bakery. In order to keep food free of pathogens and the workplace sanitary, staff members must keep their bodies, hair, and clothes clean.
- All bakeries should have cleanliness guidelines that they enforce for their employees. It is especially important that those who work with food directly, whether ingredients or the final product, follow these rules.



# PERSONAL HYGIENE AND CONDUCT

Common bakery operating procedures instruct all employees to come to work in clean clothes, and that protective clothing, hair coverings, and footwear must be worn throughout the workday. These items must also be kept clean and sanitary throughout the day.

Hands must be washed and sanitized before food preparation, after working with raw ingredients, and after visiting the restroom, as well as after they exit the workstation or when they engage in other activities, such as eating, smoking, or taking out the trash, that expose them to foreign pathogens.



# PERSONAL HYGIENE AND CONDUCT

- In packaging processes, gloves must be sterile and kept clean
- Cuts and wounds must be disinfected and kept covered.
- Food-handling personnel must remove watches, jewelry, and other objects that may fall into or contaminate food from their person.
- Tobacco, gum, and food are not permitted in food-handling areas
- Workers with the symptoms of illness, such as vomiting, diarrhea, fever, or skin infections, should not be allowed in the kitchen or near food.



# WORKPLACE SANITATION PRACTICES



- Wash utensils and surfaces
- Culinary professionals must always be careful to avoid cross-contamination by keeping food from coming into contact with dirty utensils and unwashed surfaces.
- Using the same tools for different food without washing them first can lead to foodborne illnesses or allergic reactions. Allowing cross-contamination is a major hazard and endangers customers.
- Dirty items may also attract insects and rodents, and pests in your bakery is a health hazard. Cleaning your bakery regularly and thoroughly is an essential line of defense against health risks.

# WORKPLACE SANITATION PRACTICES

- Floors should be kept clean. It should be swept and mopped at the end of each shift. Brooms, dustpans, and mops should be stored in the proper storage room, away from food products.
- Custodial brushes and cleaning equipment must be kept in good condition. If there is ever a problem with any of the equipment, it must be brought to the attention of the Kitchen Manager.





## WORKPLACE SANITATION PRACTICES

- Trash must be emptied and taken to the dumpsters at the end of each shift.
- Recyclable materials must be placed in the correct bins.
- Towels, dishcloths, aprons, and other items requiring laundering must be taken off at the end of each shift and laundered by the designated person.



# SANITIZING FOOD SURFACES

Surfaces that come into contact with food should be cleaned in this order:

1. wash with warm water and detergent first,
2. rinse with clear water, and
3. then use an approved sanitizer.

The sanitizer must be approved for use on food-contact surfaces and should be mixed according to the manufacturer's specifications. Cleaning should take place before, during, and after food preparations to prevent contamination.



# SANITIZING FOOD SURFACES

To ensure the food-contact surface is sanitized pay attention to these factors:

**Concentration:** Follow the instructions on the label to ensure you have the correct dilution of sanitizer. Too little sanitizer won't work, and too much can be toxic.

**Temperature:** Generally, chemical sanitizers work best in water that is between 55°F and 120°F



# SANITIZING FOOD SURFACES

**Contact time:** For the sanitizer to kill harmful microorganisms and pathogens, the sanitizer (whether it's heat or an approved chemical) must be in contact with the item being cleaned for the recommended amount of time.

**Air-drying:** After the sanitizer is applied, leave utensils and equipment without use until they air dry. Do not use towels for drying, polishing, or any other purpose as they may re-contaminate equipment and utensils.



# EQUIPMENT MAINTENANCE

- Mixers, dough sheeters, bread slicers, and other machines are relied upon in bakeries to prepare food efficiently. It may be a challenge to take a machine apart and clean it, but it is important to clean these machines regularly so pieces of food aren't left inside to cause cross-contamination.
- It's especially important to keep proofing cabinets clean, as while these warm environments are perfect for allowing bread to rise before baking, they can also be a perfect spot for bacteria to grow. Bakeries should wash these cabinets with warm water and a mild soap daily.



# CLEANING KITCHEN EQUIPMENT

1. Turn off and unplug equipment before cleaning
2. Remove food and soil from under and around the equipment
3. Remove any detachable parts
4. Manually wash, rinse, and sanitize detachable parts, or run them through the dishwashing machine
5. Wash and rinse all other food-contact surfaces that you cannot remove and then wipe or spray them with a properly prepared chemical sanitizing solution
6. Air-dry all parts and then reassemble



# CLEANING KITCHEN EQUIPMENT

- Spills on cooler and freezer shelves should be cleaned with warm soapy water and single-use paper towels, rinsed with clear water, and then dried with single-use paper towels.
- Dirtied walls, cooler doors, tables, stovetops, and oven fronts should be washed with hot soapy water, wiped with clean towels, sanitized, and then wiped again with clean towels.



# PROPER STORAGE

- Refrigeration and freezing units should be a top priority for sanitation efforts, so they must be kept at the right temperatures and food must be covered before being placed inside. Strict first-in, first-out practices and labels can prevent issues with mishandling or spoilage.
- Employees must follow the manufacturer's specifications and regularly clean out refrigerators and freezers. They must also dispose of food that has spoiled and is no longer usable or safe for consumption.

## REFERENCES

- Baking Industry Sanitation Standards. American National Standard for Bakery Equipment. <http://ww.americanbakers.org/wp-content/uploads/2012/05/ANSI-Comments.pdf> Accessed July 2019.
- Sample Sanitation and Cleaning Procedures. <https://iowakitchenconnect.com/user-guide-sanitation-and-cleaning-procedures/> Accessed July 2019



# END OF PRESENTATION

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