

Basic Kitchen Hygiene Standard

YOUR PERSONAL HYGIENE

High standards of personal hygiene are fundamental in reducing the risks of food poisoning within catering areas.

You must be in good health and understand the need for exceptional hygiene standards at the hotel Amman.

We know that germs that can cause food poisoning can be carried in our: bowels, noses, throats, ears, eyes and hair. They can also be carried in cuts and sores, boils and spots.

As dirt harbors germs, you must keep your body and clothes extremely clean.

A good personal hygiene routine is essential, washing your hair and body at least once every day. Your clothing must also be kept clean and changed every day.

WHEN YOU ARRIVE AT WORK YOU MUST:

- put on your clean protective uniform
- put on clean, closed shoes with non-slip soles
- keep your hair tied up, if it is shoulder-length or longer, and, if necessary, covered
- remove all jewellers, apart from plain wedding bands
- cover all cuts/sores/boils with a clean, water proof and blue dressing-these dressing should be changed regularly
- wash your hands

The hand is the most dangerous part of the body because it touches all other parts and everything in and around the food premises. Salmonella can be transferred from a source to a high-risk food, via unwashed hands.

WASHING YOUR HANDS PROPERLY MUST BECOME A SECOND NATURE TO YOU!!!!

You must wash then

- before starting work
- after visiting the toilet
- after blowing your nose
- after smoking or eating
- after preparing food
- after using cleaning fluids
- after handling rubbish

but how should you wash your hands?

- under hot running water
- using soap or suitable bactericide
- only wash hand basins should be used, not food preparation or washing up sinks
- use a nails brush to scrub hands
- dry your hands with hot air driers, roller towel or, preferably, disposable paper towels

WHAT NOT TO DO:

- Chewing gum or eating whilst handling food
- Dipping fingers into food and licking fingers, always use a clean spoon
- Coughing into food
- Spitting into food
- Smoking near food
- Scratching yourself
- Sneezing over food
- Over handling food

ALSO

- nail polish must not be worn, as it may chip and fall into the food
- always keep your finger nail short and clean
- perfume must not be worn as it may taint food
- Ornate jewellers must be removed as it can harbours bacteria, fall into food and can also be a safety hazard when handling knives or using machinery.

WHAT SHOULD YOU DO IF YOU ARE ILL?

As food handler, you can appreciate it can be extremely dangerous for you, your colleagues and your customer if you feel, or recently have been, ill.

It is essential you tell your manager if you do not feel well and especially if you:

- have been sick
- have diarrhoea
- have a skin irritations or allergies
- think you have lice or a scalp irritation
-
- have infected sores or cuts
- feel unwell
- were ill while on holiday
- or anyone you live with is sick, or as diarrhoea
- have ear, nose or throat infections
- have an upset stomach
- have food poisoning

YOU'RE WORKING HYGIENE

Remember, dirt carries germs, so all working area must be kept immaculately clean and free from even the tiniest food.

All surfaces and equipment which comes into contact with the food should be thoroughly cleaned once every day

Constantly used surfaces and equipment need cleaning after each operation, for example chopping board, utensil and slicing machines.

If you do not use clean, sterilized equipment you are inviting germs to spread to the food, to multiply and possibly affect your customer.

Dirt, bad food and scrap carrying germs end up in your bins, so bins must be stored away from food premises and must be covered and cleaned immediately after emptying.

Never lean or sit on a table used for preparing food.

Never lean cooked food uncovered in a warm kitchen to cool, always put food away in a cold room or into a blast chiller.

Remember that germs are not killed by cold temperatures, even by freezing they are still there, but they cannot grow.

Always keep food covered.

Always reheat food at the same high temperature as the first cooking

Bacteria are tiny living beings with an incredibly fast breeding rate, you cannot stop them getting into your kitchen areas, but you can stop them becoming dangerous when they are present.

Bacteria are dangerous when they reach large numbers, all they need is

**THE RIGHT FOOD
THE RIGHT TEMPERATURE
A LITTLE TIME**

If you can remove at least one of these conditions, a germ cannot readily breed.

Preventing cross-contamination

Cross-contamination is a frequent result of carelessness. To Prevent it from happening you should keep to the rules outlined below :

- Identify separate and distinct area of the workplace for raw meat / poultry and for cooked food.
- Thoroughly clean the work surface where raw meat & poultry has been handled before preparing food in the same area.
- Wash thoroughly any kitchen utensils or equipment after they have been used with raw meat or poultry, and before they are used for anything else.
- Keep utensils used in the preparation of raw meats and poultry separate from those used for other foods. Colour coding reduces the risk of cross-contamination by ensuring that equipment is used only when and where it should be.

Colour code of the board

| RED | Raw Meat & Poultry |
|--------|--------------------------|
| BROWN | Cooked Meat |
| YELLOW | Poultry & Cooked Meat |
| BLUE | Fish |
| GREEN | Vegetable & Fruit |
| WHITE | General Purpose & Pastry |

Cook all food thoroughly

Remember that bacteria are killed by heat, which is why it is so important that food is cooked thoroughly – most bacteria will not survive in food that is cooked to a temperature of 75°C for between 10-30 minutes.

Clean all kitchen utensils thoroughly after use

As Cutlery, chopping boards and other utensils are used repeatedly, you must ensure that all such equipment is cleaned regularly – before and after use. It would take only one piece of dirty equipment to contaminate all the food with which it was used.

Touch food as little as possible

Avoid touching food directly with your hands – as far as possible.

Use tongs, a suitable food bag, or plastic gloves to pick up items of food, and carry food only on trays or plates. This will reduce the risk of food being poisoned by any bacteria that your hands may carry.

Never test food with your fingers.

Control audits

1. All staff to take turns to run the kitchen audits.
2. Food items that are served to more than 20 persons, samples to be kept aside for control measures.
3. Temperature control of all stored, prepared items to done daily.
4. Pest control for the kitchen to be done once a week.
5. All action points in the audit to be strictly followed up.