




Cleaning and Preventative
Measures in the 6/F Maple Café
& Restaurant and 12/F Primary
Cafeteria .

Cleaning Procedures & Products




- **Frequent Contact Surfaces** – Service counters, condiment areas & other frequent contact points are sanitized every 2 hours using: ECO LAB Multi-Quat Sanitizer
- **Kitchen Work Surfaces & Utensils** – are cleaned throughout the day using hot water & detergent, followed with a food safe sanitizer: ECO LAB Multi-Quat Sanitizer
- **Food Storage Equipment** – are cleaned daily using hot water & detergent, followed with food safe sanitizer: ECO LAB Multi-Quat Sanitizer
- **Kitchen Environmental Cleaning** – floors, walls, drains and covers are cleaned at the end of the day using bleach & detergent solution.

NO RINSE SANITIZER



22 Multi-Quat Sanitizer
NO RINSE FOOD CONTACT SURFACE SANITIZER

Delivering an efficacy range of 150-400 ppm, this no-rinse quat sanitizer provides convenient, effective protection from the threat of foodborne organisms. Use it as an easy spray-and-wipe, mop bucket or third sink sanitizer application, with no rinsing required.



PROVEN EFFECTIVE AT PROPER USE DILUTIONS

- ▲ EPA registered
- ▲ FDA approved
- ▲ Economical foodservice sanitizer
- ▲ Use for spray-and-wipe, mop bucket or third sink
- ▲ No-rinse procedure simplifies sanitation
- ▲ Safe for food contact surfaces
- ▲ Quick, convenient application
- ▲ Disinfectant, sanitizer and deodorizer

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Dining Room Sanitization Procedures

- Table surfaces, Table dividers to be sanitized between each round of students.
- Use ECO LAB Multi-Quat Sanitizer or 70%-80% Alcohol Solution
- All High Touch areas at the POS & Cashier stations to be sanitized between each round of students.
- Front Counter and Tray Collection Area to be at the start of the lunch service.



Dish Washing & Utensil Procedures

- All plates and service utensils to be washed on site.
- Washing to use 90+ degree hot wash automatic dishwashing machine.
- Ecolab Dishing Detergent and Sanitizer.
- All plates to be washed after each round of students.



Kitchen Staff & Front of House Staff

- All staff have their temperature checked & recorded at the beginning of their shift.
- Should any staff feel sick or report feeling sick. They will be sent home and report to a doctor for check up.
- Staff training & monitoring to implement new measures and procedures for hygiene improvements.



Personal Hygiene Procedures







- All staff will wear approved face masks at all times during their shift.
- Staff will wash their hands frequently throughout the shift with the appropriate hand washing procedures & products
- Disposable gloves to be worn for food handling and changed frequently throughout each shift
- Daily cleaning & checks are scheduled & monitored by the shift supervisor.



Outline for Personal Hygiene and Conduct

- ❑ Avoid wearing jewelries such as earrings, rings (except plain-banded ring), necklaces, bracelets and wrist watches. Any non-removable accessories should be recorded in the "Accessory Register" .
- ❑ To wash hands thoroughly before handling food and frequently during work. Wear hand gloves and use appropriate tools to handle food.
- ❑ Smoking, spitting, chewing gums and eating (except tasting) are prohibited in food handling areas.
- ❑ Use disposable utensils when tasting. Do not reuse the disposables.
- ❑ Avoid touch your mouth, face, and hair with your hands during work.
- ❑ Never cough or sneeze over food. When coughing and sneezing is unavoidable, face away from any foods and persons. Use paper towel to cover the nose and mouth. Wash your hands immediately.
- ❑ Cover all cuts and wounds with BLUE waterproof bandages. Wear disposable gloves over the wound strip if there are wounds on your hands.
- ❑ Personal belongings e.g. handbags, shoes, clothes, umbrellas and medicines etc should not be stored in food preparation and storage areas.
- ❑ Personal items e.g. mobile phone and drinks etc should be stored in a designated area or labeled container.
- ❑ Remove the apron if you are leaving work duties e.g. going to toilet, smoking outside and having meals etc.
- ❑ Store in-charge and supervisors to monitor personal and environmental hygiene regularly to safeguard the safety and quality of food.

WI-02-02 Hand wash Procedure

	<p>1. Wet hands with running water</p>
	<p>2. Apply soap</p>
	<p>3. Rub hands thoroughly for 20 seconds including the forearms, wrists, palms, back of hands, fingers, and under the fingernails *Do NOT rinse when rubbing*</p> <p>4. Rinse with water thoroughly</p>
	<p>5. Dry with paper towels</p>
	<p>6. Turn off the tap by holding it with paper towel</p>
	<p>When soap and water are <u>not available</u>, apply alcohol-based handrub. Rub hands for at least 20 seconds (refer to step 3) until hands are dried. *Do not rinse with water when rubbing)</p>

Outline for Use of disposable gloves

Disposable Gloves Procedure

1. Wash hands thoroughly before and after wearing glove to reduce the chance of bacterial contamination.
2. Select gloves of appropriate size.
3. Change gloves frequently when :
 - Handling food after cleaning
 - When disposable gloves are soiled,
 - After contacting with food and food contact surfaces
 - After coughing and sneezing
 - After touching nose, hair, and/or other body parts

 - When disposable gloves are damaged
 - When shifting duties or interrupted in operation
 - Change gloves regularly (use new gloves when wearing the same ones for more than 2 hours)

Do NOT reuse disposable gloves