

KITCHEN SANITATION

STANDARD NO(S): NYSSA # 119, 128

DATE: December 17, 2009
Reissued: 04/22/2011

REFER TO: Roger O. Ward

I. OBJECTIVE:

To ensure a clean and sanitary facility kitchen.

II. POLICY:

It is the policy of the Seneca County Correctional Facility to implement policies and procedures designed to ensure that the facility kitchen is kept in a sanitary condition.

III. DETAILS:

A. Food Service Personnel will maintain a sufficient inventory of sanitation equipment within the facility kitchen. Such equipment will include, but not be limited to:

1. Brooms and dust pans
2. Mops, mop buckets and wringers
3. Cleaning cloths, brushes and sponges
4. Detergents and other necessary cleaning solutions
5. Garbage receptacles

IV. CLEANLINESS:

A. Sanitation procedures will be used in the facility kitchen and other food service areas including but not limited to, the following:

1. All food service equipment and utensils will be cleaned thoroughly prior to each use.
2. Tableware will be thoroughly cleaned after each use.
3. Non-food contact surfaces of equipment will be cleaned at intervals sufficient to ensure that such surfaces are free from accumulated dust, dirt, food particles or other debris.
4. Kitchenware, cooking surfaces and food contact surfaces of equipment used in the preparation, serving and storage of food and beverages will be thoroughly cleaned after each use.
5. After being cleaned, reasonable efforts will be taken to ensure food contact surfaces of equipment and utensils are not exposed to contamination.
6. Ensuring that traps and drains are free of standing water and debris.

V. HYGIENE

- A.** All Food Service Personnel and inmate workers will maintain a high level of cleanliness while on duty.
- B.** Food Service Personnel are responsible for monitoring the health and cleanliness of inmate workers. Daily monitoring will include determining if the inmate worker is free from diarrhea, skin infections, runny noses or other illnesses. Inmates who develop any of these conditions will be relieved of their duties until such time as they are medically cleared to return to work.
- C.** All individuals working in the kitchen will wear mandated sanitary gear including, but not limited to, head and hand coverings.

VI. LOCAL HEALTH DEPARTMENT INSPECTION

- A.** All local health department inspections will be conducted at least annually. A copy of the inspection results will be retained in the kitchen office and another forwarded to the Chief Administrative Officer.
- B.** The Correction Lieutenant will work cooperatively with Food Service Personnel to ensure regular inspections are conducted and that corrective actions are taken when problem areas are identified.