

ADDITIONAL REQUIREMENTS:

- **Hand Soap Dispensers:** All sinks must have hand soap dispensers. Please see your custodian if your hand soap dispenser is empty/missing/broken.
- **Hand Washing:** All staff must wash their hands before handling/preparing food. Hand sanitizer is not allowed to be used as a replacement for hand washing. Only paper towels are allowed to be used for drying hands/wiping/etc. No towels or dishcloths are allowed. Gloves may be worn. Hands must be washed with soap and water when changing gloves.
- **Aprons:** All staff preparing/handling/serving food must wear aprons.
- **Hair:** Hair must be tied back, tucked beneath a hat and/or a hair net must be worn.
- **Footwear:** No open toes shoes are allowed to be worn.
- **Food Thermometers:** are required to be used for cooking/reheating all foods for all programs. Foods must be heated to a minimum of 74°C.
- **Sick staff/students:** are prohibited from handling/serving food.
- **Taste Testing** - requires the use of a single-use utensil or new clean utensil for each tasting. Place small sample of food in a bowl and taste with a spoon/fork. Take the bowl and utensil immediately to the dishwashing area. Wash hands with soap and water before resuming. Food must be cooked to the appropriate temperature prior to tasting.
- **Refrigerators:** All fridges require fridge thermometers. Thermometers have already been installed in all fridges (summer 2017). If your fridge thermometer is broken or missing, please contact the divisional Safety Officer. Refrigerators are required to be maintained at a temperature of 4°C, freezers -18°C.
- **Sanitizing Agent:** A sanitizing agent will now be required to be used in all areas where food is prepared or served to staff or students. The food sanitizer used in Pembina Trails is called Food Services 2000 (200ppm). Labelled spray bottles and dispensing units have been installed at each school. Staff are required to fill the bottles with fresh sanitizer. Bottles must be emptied and refilled daily and test strips used to determine the appropriate concentration. Note: the sanitizing agent is not a cleaner. If work surfaces are visibly dirty they must be cleaned with warm soapy water and rinsed first, then the sanitizer can be applied and left to air dry.
- **Dishcloths & Tea Towels:** Dishcloths are not considered sanitary and have a high risk of cross-contamination. Tea-towels have the same risk for cross-contamination. Staff are being asked to use paper towels instead. All tea towels and dishcloths will be removed.
- **Dishwashers:** All dishwashers were tested for their ability to sanitize dishes over the summer (2017) and specific cycles were determined. Signage with information on the wash cycle has been posted on each dishwasher. Please do not remove the signage. Only these wash cycles are allowed to be used when washing dishes. If you require your dishwasher to be retested please contact the divisional Safety Officer.
- **Storage:** All food items must be stored in plastic containers with lids and be stored a minimum of 6" off the floor.