



# TIP SHEET 10 - FOODSERVICE

## CLEANING

Cleaning and sanitizing methods vary depending on the nature of the operation, and the microbiological and allergen risk.

This tip sheet covers cleaning and sanitizing protocols in general, but each site needs to develop a cleaning and sanitation plan that fits their operation.

It is important to stress that, irrespective of the type of operation and risk, all food sites require an appropriate documented and implemented cleaning program. The program must be verified to ensure its effectiveness.

### LEARNING OBJECTIVES

### APPLICABLE CODE ELEMENTS

- UNDERSTAND THE NEED FOR AN EFFECTIVE CLEANING AND HYGIENE PROGRAM TO MINIMIZE MICROBIOLOGICAL AND CROSS-CONTAMINATION RISK
- DECIDE THE CHEMICALS AND ACTIONS TO TAKE TO CONDUCT THE CLEANING AND SANITIZING PROCEDURES WITHIN THE SITE

- 16.5.1
- 16.5.2

### KEY TERMS

- DETERGENT

A water-soluble cleaning chemical agent which combines with soil and dirt to make them more soluble and effectively remove them from the contact surface.

- SANITIZER

A chemical used for sanitizing, which is the process of applying heat and/or chemicals (or other approved processes) to a cleaned surface (i.e. soil and dirt has been removed) to reduce the number of bacteria and other organisms to a safe level.



# TIP SHEET 10 - FOODSERVICE

## PROCESS STEPS

The steps for cleaning and sanitizing are:

### STEP 1 - PREPARATION

Remove loose dirt and food particles before applying a cleaning chemical.

### STEP 2 - CLEANING

Wash with hot water (140°F/60°C) and appropriate detergent. This removes the remaining soil, fats and oils, but does not kill bacteria.

### STEP 3 - SANITIZING.

This is the microbial reduction step. It may be steam, very hot water or a chemical sanitizer.

### STEP 4 - AIR DRYING

Allow to air dry, so that moisture that could allow bacteria or molds to survive is removed. Leave items to dry in an area that protects against recontamination.

### CLEANING PROGRAM

The written cleaning program will include effective cleaning of equipment, facilities, utensils, amenities and external areas. The cleaning program must identify the what, how, when and who for every item of equipment and area of the site.

The program must specify which staff members / positions are responsible for cleaning, for the visual or test assessments, and the verification of cleaning methods.

For small items of equipment there should be a wash area with sufficient hot and cold running water, drainage, a suitable detergent and sanitizer and when necessary, suitable racks for draining/drying equipment, utensils, hoses and personal protective equipment (PPEs).

Provide protective clothing racks (16.5.1.2) for temporary storage for gloves, aprons and other items when staff needs to leave the food handling area. Non-disposable protective clothing shall be cleaned according to a written procedure.

The cleaning and sanitizing program must include the following:

- A list of the areas and equipment to be cleaned;
- The frequency for cleaning and sanitizing different areas of the premises and all associated equipment including pre-operative cleaning and cleaning between breaks;
- A full description of the cleaning procedures for the identified piece of equipment or area of the operation, which will include the four steps indicated at the start of this section;



## TIP SHEET 10 - FOODSERVICE

- Operators involved in cleaning, including contract cleaners, are fully trained in cleaning and sanitation procedures;
- Chemicals are approved for use by the appropriate authority, and you have, on file, the Safety Data Sheets (SDS) for each chemical used;
- Chemical cleaners and sanitizers are used and stored only in a manner described by the label);
- A description of the chemicals' use, their dilution rate and method of application. Chemicals and sanitizers used at the site that are mixed to proper concentration levels must be mixed according to the manufacture directions found on the label;
- Mixed chemical solutions are stored in appropriate containers that are labelled and clearly identified;
- Mix concentration is checked, and results recorded;
- Evaluation of cleaning. Monitor the effectiveness of cleaning and keep records of all inspections implemented to verify the effectiveness of the cleaning program;
- An inventory is kept of chemicals purchased and used;
- Outline requirements for the disposal of unused compounds and empty containers in accordance with regulatory requirements.

### CLEANING CHEMICALS

Chemicals used must be suitable for use in a food handling/preparation environment and purchased in accordance with applicable regulation.

The site must ensure chemicals are stored as outlined in element 16.8.4, Safety Data Sheets (SDS) are provided and available and only trained staff handles chemicals.

Unused chemicals and empty containers must be disposed of in accordance with regulatory requirements and ensure that empty chemical containers are appropriately cleaned, treated and labeled before use, empty chemical containers are labeled, isolated and securely stored while awaiting collection and unused and obsolete chemicals are stored under secure conditions while waiting authorized disposal by an approved vendor.

### VERIFICATION

The method and responsibility for verifying the effectiveness of the cleaning is to be documented by the site and must include at least the frequency, location and type of testing. Verification starts by setting up a schedule to ensure proper frequency and trained personnel are available. Observational assessments and swabbing and testing (e.g. ATP, bioluminescence, and allergens) can be used to verify the desired results.



# TIP SHEET 10 - FOODSERVICE

## RELEVANT RESOURCES

- Recommended International Code of Practice, General Principles of Food Hygiene, CAC/RCP 1-1969, Rev. 4-2003, Codex Alimentarius Commission (WHO, FAO)  
[www.fao.org/docrep/005/y1579e/y1579e02.htm](http://www.fao.org/docrep/005/y1579e/y1579e02.htm)
- Reeve, Lance. "The Importance of Sanitation." Quality Assurance & Food Safety. June 4, 2014.  
<http://www.qualityassurancemag.com/article/aib0614-plant-sanitation-program/>. Accessed August 16, 2018.
- Pennsylvania State University  
Cleaning and Sanitizing in Foodservice Operations  
<https://extension.psu.edu/cleaning-and-sanitizing-in-foodservice-operations>