EcoSure Food Safety with Health Department Evaluation for Hilton Hotels

Brand and DoubleTree
2012 Manager’s Manual
Table of Contents

Introduction................................................................................................................................................. 3
Section 1 – Demonstration of Knowledge................................................................................................. 6
Section 2 – Employee Health.................................................................................................................... 12
Section 3 – Good Hygienic Practices ....................................................................................................... 13
Section 4 – Control of Hands as a Vehicle of Contamination.............................................................. 15
Section 5 – Approved Source .................................................................................................................. 18
Section 6 – Protection from Contamination ......................................................................................... 20
Section 7 – Time and Temperature Control for Safety........................................................................ 30
Section 8 – Chemicals.............................................................................................................................. 38
Section 9 – Conformance with Approved Procedures .......................................................................... 40
Section 10 – Insects / Rodents / Animals ............................................................................................... 41
Section 11 – Sewage and Plumbing......................................................................................................... 42
Section 12 – Ice Machine.......................................................................................................................... 44
The following manual accompanies the EcoSure Food Safety Evaluation form. This manual supplies only the basic background information for each question being evaluated. This is not a stand-alone document but should accompany the training materials supplied by your food service establishment. Refer to other manuals, videos and training support personnel for further information.

The EcoSure Food Safety evaluation is based on the 2005 Food Code, the Conference for Food Protection and current Best Practices in the food service industry. The 2005 Food Code is available to purchase or to review online at www.cfsan.fda.gov/~dms/foodcode.html.

Food service evaluations are designed to assess individual facility compliance with their own corporate standards for food quality and safety along with health department guidelines. Until a facility produces safe products for its consumers, other performance factors are not considered to be of major importance. After all, no matter how good the food, very few people would willingly eat in a facility if they believed they might become ill.
Finding Category Definition:

Note: Failure to earn points on an item in the evaluation indicates a violation of specifications and/or procedures. Every finding in the inspection form is categorized according to the level of non-compliance. The three types of findings for food service evaluations are described below:

Minor (Health Department)
- Findings which are often marked by Health Department inspectors as an issue that relates to a potential critical or major violation.

Major
- Findings which often affect quality of food
- Findings which often are recorded as health department discrepancies
- Significant lack of quality issues which affect consumer return
- Findings, when combined, may lead to food borne illness

Critical
- Findings which, by themselves, can cause food borne illness
- Findings which usually are recorded as health department discrepancies
- This includes following findings:
  - Lack of demonstration of knowledge
  - Hot ingredients too cool
  - Cold ingredients too warm
  - Carryover ingredients improperly prepared
  - Refrigeration temperatures too high
  - Frozen ingredient temperatures too high
  - Improper cooking and reheating techniques
  - Ingredients from unapproved suppliers
  - Improper chemical storage
  - Cross contamination observed
  - Handwashing neglected or inadequate
  - No hot or cold running water at hand washing sinks
  - Poor employee health
  - Poor hygienic practices
  - Improper glove use/bandaged food-handlers not wearing gloves
  - Nonconformance with Approved Procedures

**Immediate corrective action should be taken by all managers for all Critical findings.**
General Evaluation Guidelines:

Food Safety and Quality Evaluations can take place on any day of the week, including weekends and holidays.
Evaluations will be unannounced, unless otherwise specified.
Evaluations can begin during “prep” time before opening for service.
Upon entering a facility, the specialist may evaluate the exterior, the restroom(s), and dining room facilities first.
Before entering the kitchen area of the unit, the specialist will identify themselves to the manager in charge of the facility.
The specialist will present an access letter. The specialist will show a photo ID (EcoSure or driver’s license are acceptable).
Unless there is a discrepancy in the identification that is presented, the specialist should be given access to the kitchen area immediately.
If there is a discrepancy in the identification presented, the manager may contact EcoSure or the client specified contact person designated for the specific program.
Managers will be asked to supply certain required documentation as well as the thermometer(s) used for food service.
Managers are not required to accompany the specialist during an evaluation. Critical findings will be pointed out as found. If accompanying the specialist, another member of management should be placed in charge of operations as customer service is always a priority.
ECOSURE FOOD SAFETY WITH HEALTH DEPARTMENT EVALUATION
Section 1 – Demonstration of Knowledge

Demonstration of Knowledge Shown

(1.1.1) Manager is certified by an accredited program
The Manager should be certified by an accredited food safety program. ServSafe is nationally recognized, however any equivalent program would also be acceptable. The certificate must be available and current within the last five years.

Acceptable =
- Certification for manager is present and was acquired within the last five years from an accredited program.

Critical Finding =
- Certification was not obtained from an accredited program.
- Certification is not on file in the unit.
- Certification was obtained more than five years ago.

Record Keeping

(1.2.1) Shell stock tags contain proper information and held for 90 days
If a facility offers raw, mollusk-type shellfish (clams, oysters, mussels) for sale, Federal law requires that the harvesting tags which accompany the shellfish be retained on site for 90 days after their delivery. These tags, which are source identification tags affixed by the harvester, are found and included on/in each shipment of shellfish. The tags may differ in size and may not always be in the best condition. This tag identifies the shipper, the body of water from which the seafood came, etc. Shellfish, if illegally harvested from contaminated waters, may be the source of the virus Hepatitis A. Because this virus has an incubation period of up to 6 weeks, facilities must retain shellfish harvesting tags for a long enough period to trace back a lot, should a foodborne outbreak occur. If raw mollusks are sold, ask the manager for the last 90 days of tags. This question will be N/A if raw mollusks are not sold.

Acceptable =
- Shellfish harvesting tags contain proper information and are available on site for the past 90 days.

Critical Finding =
- Shellfish harvesting tags are not kept on site or are not available for past 90 days.
(1.2.2) Parasite destruction documentation is available and held for 90 days
Raw, raw-marinated, partially cooked, or marinated-partially cooked fish (other than molluscan shellfish) shall be frozen throughout to the following temperatures before service or sale in a ready-to-eat form:

- 4°F (-20°C) or below for 7 days (168 hours) in a freezer
- -31°F (-35°C) or below for 15 hours in a blast freezer

This process ensures that parasites are destroyed before service, since these items are not subject to the cooking process. This is most typically seen in facilities serving sushi. (Tuna species and smoked Salmon are excluded). Ask to see 90 days of documentation from vendor or on-site freezing. This question will be N/A if no raw, raw-marinated, partially cooked, or marinated partially cooked fish is served.

**Acceptable** =
- If fish is received frozen from the supplier, the facility must provide documentation from the supplier that the fish had been properly frozen.
- If the facility receives fresh fish and freezes it on site, they must retain documentation and accompanying logs for 90 days beyond the time of service or sale of the fish.

**Critical Finding** =
- Parasite destruction documentation is not available.

(1.2.3) Delivery temperatures and corrective actions are documented and maintained at facility
When deliveries are received, the temperatures of one frozen and two refrigerated hazardous items should be taken and recorded. This allows for easy tracking of a distributor's performance in providing safe deliveries. The specialist will ask the manager for the last three delivery invoices or their current delivery log to verify that temperatures are being taken and that records are being kept. If deliveries are made at night when the store is closed ("key drop"), the delivery person should record sample temperatures on the invoice. The opening manager should check delivery temperatures upon arrival to work and record them with a note regarding time. Temperature abuse will generally still be obvious within a few hours. The manager should also document corrective actions if any product is delivered at an unacceptable temperature (i.e. discarded or segregated for return to supplier).

**Acceptable** =
- Any form of documentation is acceptable (invoice/receipt, clipboard, temperature log book) unless a client specifies a specific type of temperature log is required.
- Documentation contains the proper sampling of temperatures and corrective actions are provided for unacceptable temperatures.

**Major Finding** =
- Delivery invoices/log are not available.
- Delivery temperatures or corrective actions are not being recorded by the manager on a regular basis (missing on two or more of the last five deliveries).
- "Key Drop" deliveries are not being recorded and manager is not checking temperatures upon opening the facility.
(1.2.4) Food and equipment temperature logs available and complete with corrective actions

A line check is required to be filled out twice per day for sanitizer and equipment holding products primarily in use. An equipment check is required to be filled out once per day for equipment holding products primarily in storage. These Temperature Tracking Forms must be held on site and available for review for a minimum of 30 days. The suggested Line Check and Equipment Check Forms are available to print out at the ‘My Documents’ section of the MyEcolab.com website.

**Acceptable =**

- Checklist/log is available and complete for the past 30 days with temperatures taken the required two or three times daily. Temperatures indicate a realistic variety of temperatures.
- When temperatures are out of specification, corrective actions are taken and documented.

**Major Finding =**

- No log/documentation available.
- More than 2 shifts are missing in a given calendar month and/or more than 2 days per month are missing.
- Shifts are consistently missed on the same day of the week (i.e. Saturday always missing).
- Corrective actions are not logged when temperatures are out of specification.
- 30 days are not available for review.
Consumer Advisory Available

(1.3.1) Consumer Advisory disclosure and reminder are available for raw/undercooked food

Please note that this question will not be scored until December 2008. The specialist will note if this is out of compliance, but it will not be included in the calculation of the score.

The Consumer Advisory is required if a facility offers raw or undercooked animal foods, such as beef, eggs, fish, lamb, milk, poultry, or shellfish in a "ready-to-eat" form or as a raw ingredient in another "ready-to-eat" food. The facility must “disclose” these ingredients and provide the “reminder” statement about the increased risk associated with eating the food in a raw/undercooked form.

To evaluate this question, the specialist will check the menu to see if any of these items are offered and ask the manager about “cooked to order” items. Some examples where a Consumer Advisory is required are:

- Caesar salad dressing made with raw shell eggs
- Raw oysters or clams on the half-shell
- Steak Tartar
- Hamburgers that are offered cooked rare to order
- Homemade desserts that contain raw eggs and are not cooked

If the facility does not offer any raw/undercooked foods, this question will be N/A.

Acceptable =

- Disclosure is provided by describing the foods that are raw/undercooked or asterisking the food to a footnote that states they may be raw/undercooked.
- Reminder is provided by asterisking foods that require disclosure to a footnote that states “Consuming raw or undercooked meats, poultry, seafood, shellfish or eggs may increase your risk of foodborne illness” or “Regarding the safety of these items, written information is available upon request”.
- Advisory disclosure and reminder are present in the form of a brochure, deli case/menu advisory, label statement, placard, table tent, or other effective written means.

Critical Finding =

- The facility requires a Consumer Advisory and does not have one.

Health Department Demonstration of Knowledge

(1.4.1) Health Department Permit available

The facility must have a health department permit available. This gives permission for a facility to be open serving food. The health department permit may be on file or posted somewhere in the facility. Ask the manager to show you the permit if you do not see it posted.

Yes =

- The health department permit is available.

No =

- The health department permit is not posted and is not available at the facility.
Section 1 – Demonstration of Knowledge

(1.4.2) Previous Health Department Inspection is available
(1.4.3) All critical findings on the previous Health Department Inspection have been corrected

The facility must have a copy of the most recent Health Department inspection available at the facility. All finding that were noted on the inspection should be corrected, with immediate attention given to the critical items. Look for any type of corrective action log and evaluate yourself if the findings are no longer evident.

Yes =
- The most recent Health Department Inspection is available.
- Critical findings that were cited on the most recent inspection have been corrected.

No =
- The previous health department inspection is not available. (Q1.4.2 & Q1.4.3)
- Any of the critical findings on the health department inspection still exist. (Q1.4.3)

(1.4.4) A documented Allergen Policy is available, or manager has knowledge of the major food allergens and their symptoms

Eight food ingredients are estimated to cause 90% of allergic reactions in the U.S., and awareness of these allergens has become a top priority. Currently, Federal law requires packaged food items to disclose these ingredients using “plain English”, as you will see them listed here. The eight “Major Food Allergens” are:

1) Milk 5) Wheat
2) Eggs 6) Peanuts
3) Fish (bass, flounder, cod) 7) Tree nuts (almonds, pecans, walnuts)
4) Shellfish (shrimp, crab, lobster) 8) Soybeans

The best way for people with food allergies to prevent a reaction is to avoid the foods that trigger them. In stores, sensitive individuals can read ingredient labels. However, when dining in a food service facility, they will rely on the employees to provide them with information about the use of the allergenic ingredients in their foods. Restaurant managers must be aware of the major food allergens listed above and the symptoms they can trigger. Common symptoms are:

1) Tingling sensation in the mouth 5) Abdominal cramps, diarrhea, vomiting
2) Swelling of the tongue and throat 6) Drop in blood pressure
3) Difficulty breathing, asthma attack 7) Loss of consciousness
4) Hives or eczema 8) Death

If the manager cannot produce a document containing information on the Major Food Allergens and the symptoms of a person having an allergic reaction, the manager’s knowledge will be tested by the specialist during the evaluation. An example of an Allergen Policy that can be printed is available at the ‘My Documents’ portion of the MyEcolab.com website.

Yes =
- There is a documented Allergen Policy, or the manager has knowledge of the major food allergens and their symptoms.

No =
- There is no documented Allergen policy, or the manager cannot respond sufficiently to the following types of questions:
  - What steps do you take in the back of house to ensure that a sensitive customer’s food and utensils are free from contamination by the food they are allergic to?
  - Name three menu items that contain a major food allergen.
  - A customer tells you that they are allergic to _____. What foods would you recommend?
  - If a customer is nauseous/vomiting, what other symptoms would you expect them to exhibit if they were experiencing an allergic reaction?
(1.4.5) A documented Health Policy is available, or manager has knowledge of reporting and exclusion/restriction responsibilities

Managers and employees have always been responsible for properly reporting illnesses and following restriction and exclusion policies if sick or symptomatic. In addition to following these requirements, the 2005 Food Code and many health departments also expect that managers can demonstrate their knowledge of them. To be sure that managers are properly handling sick or symptomatic employees and reporting requirements, they must have a documented Health Policy or be able to answer questions demonstrating their knowledge of such.

<table>
<thead>
<tr>
<th>Employees must inform their manager if they have any of the following symptoms or illnesses:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sore throat with fever</td>
</tr>
<tr>
<td>Vomiting</td>
</tr>
<tr>
<td>Diarrhea</td>
</tr>
<tr>
<td>Jaundice</td>
</tr>
<tr>
<td>Infected wound</td>
</tr>
<tr>
<td>Hepatitis A</td>
</tr>
<tr>
<td>Salmonella</td>
</tr>
<tr>
<td>Shigella</td>
</tr>
<tr>
<td>E.Coli</td>
</tr>
<tr>
<td>Norovirus</td>
</tr>
</tbody>
</table>

Managers must report ANY ILLNESS DIAGNOSIS OR JAUNDICE to the local health department.

For facilities NOT serving highly susceptible populations, managers must restrict or exclude employees as follows: (symptomatic ~ vomiting or diarrhea)

<table>
<thead>
<tr>
<th>EXCLUDE</th>
<th>RESTRICT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vomiting or Diarrhea</td>
<td>Sore throat with fever</td>
</tr>
<tr>
<td>Jaundice</td>
<td>Infected wound, if covered with a bandage and glove</td>
</tr>
<tr>
<td>Hepatitis A</td>
<td>Asymptomatic Shigella</td>
</tr>
<tr>
<td>Salmonella</td>
<td>Asymptomatic E.Coli</td>
</tr>
<tr>
<td>Symptomatic Shigella</td>
<td>Asymptomatic Norovirus</td>
</tr>
<tr>
<td>Symptomatic E.Coli</td>
<td></td>
</tr>
<tr>
<td>Symptomatic Norovirus</td>
<td></td>
</tr>
</tbody>
</table>

Yes =  
• There is a documented Health Policy, or the manager has knowledge of reporting requirements and restriction/exclusion policy.

No =  
• There is no documented Health policy, or the manager cannot respond sufficiently to the following types of questions:  
  □ Describe symptoms that would lead you to restrict an employee from food handling and service.  
  □ Identify the symptoms and diagnosis that require reporting to the health department.  
  □ If an employee informs you that they were diagnosed with ___, how would you proceed?

(1.4.6) Anti-choking signage is present and visible

A sign graphically depicting the Heimlich Maneuver or a comparable technique instructing how to dislodge food from a choking person should be posted in designated eating areas.

Yes =  
• Anti-choking signage is present and visible.

No =  
• Anti-choking signage is not posted in designated eating areas.
(2.1.1) No sick or symptomatic food handler(s) at work
Any food service employees, including managers, should not be allowed to work if they have cold/flu-like symptoms or any communicable or infectious disease. Employees with symptoms such as vomiting, excessive coughing or sneezing, and diarrhea should not be allowed to work since they may pass pathogens to the customers. Any employee exposed to or diagnosed with a communicable, infectious illness should report this information and be excluded from work. Observe employees for symptoms of illnesses. While the specialist cannot obviously observe for all symptoms, they will pay attention to employee conversations that might reference not feeling well, observe for frequent restroom trips, etc. If the specialist suspects that a sick or symptomatic employee is at work, the specialist will check with the manager to determine if they have already addressed the concern.

Acceptable =
• No employees, including managers, exhibit any cold/flu-like or infectious disease symptoms.
• If you suspect an employee is sick or symptomatic, ask the manager if they are aware of the condition. If the manager already determined the employee does not need to be restricted from work with food or excluded from all work, this is acceptable. If the manager was not aware of the employee’s condition ask them to address it with the employee and take the proper action, if any.

Critical Finding =
• An employee is working while sick or symptomatic and the manager has not properly restricted/excluded them from food service task.
(3.1.1) No smoking, gum, or tobacco in food service area
Smoking is a fire hazard and can contaminate food/supplies with drifting smoke. It is only allowed in areas designated by the facility; the manager’s office is acceptable as long as the door can be closed to prevent the smoke from drifting into the food service area. Smoking, gum and tobacco are a risk of disease transmission by hand-to-mouth contact. The specialist will look for any employees that are smoking or chewing gum/tobacco. They will also look at the floor in the food service and food storage areas for cigarette butts.

**Acceptable =**
- Employees are not smoking or chewing gum/tobacco in the food service area.
- If employees do not wash hands before returning to work, a finding will be marked in Q4.1.1.

**Critical Finding =**
- Employees are observed smoking or chewing gum/tobacco in food service area.
- Cigarette butts are found on the floor of food service or storage areas.

(3.1.2) Proper drinking/eating in food service area
Employees may drink or eat in designated areas only, such as a break room, the manager's office or another set aside area. They must wash their hands before returning to work because such hand-to-mouth contact is a communicable disease risk. The specialist will look for any evidence of eating or uncovered drinks.

**Acceptable =**
- Employees do not eat in the food service area. They only drink from cups with a cover and straw.
- If employees do not wash hands before returning to work, a finding will be marked in Q4.1.1.

**Critical Finding =**
- Employees are eating or drinking in food prep/service areas.
- There is evidence of drinking or eating (partially eaten food or food wrappers) in food service area.

**Personal Cleanliness**

(3.2.1) Gloves and bandages available at facility
Adhesive bandages and single use gloves must be available and convenient in the facility in case an employee gets a cut on their finger, hand or exposed arm. Brightly colored bandages are recommended as brown or clear bandages could fall into food and not be easily detected. However, any color is acceptable unless otherwise specified by the client. Single use glove should also be available because they are recommended, if not required by the local health department, for handling ready-to-eat foods. The specialist will only check for availability in this question and evaluate for proper use of gloves in Q4.2.1 and Q4.2.2.

**Acceptable =**
- Adhesive bandages and single-use gloves are available in the facility.

**Major Finding =**
- Bandages are not available in the facility.
- Single-use gloves are not available in the facility.
(3.2.2) Proper hair restraints are worn in the food service area
Hair restraints must be worn at all times in back of house to ensure there is no contamination of food, equipment or utensils by employee hair. Proper hair restraints include hats, hair nets, or other hair coverings. Beard restraints and clothing that covers body hair should also be worn.

**Acceptable** =
- All employees are wearing proper hair restraints.

**Major Finding** =
- Any employee is not wearing a hair restrain and should be.
- An improper hair restraint is being worn.

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**Health Department Good Hygienic Practices**

(3.3.1) No jewelry worn on arms or hands except plain ring (i.e. wedding band)
Jewelry on the arms or hands is often an impediment to proper handwashing, and can be a site for build-up of food particles or bacteria. In addition, jewelry poses a physical contamination hazard if it should fall off or break into food. Except for a plain ring such as a wedding band, employees may not wear jewelry on their arms and hands when handling or preparing food.

**Yes** =
- Food handlers are not wearing jewelry, except a plain ring.

**No** =
- Employees handling food have jewelry on their arms or hands.
Clean Hands Properly Washed

(4.1.1) Proper handwashing
Handwashing is a critical step in the prevention of food contamination. When hands are properly and frequently washed, bacteria are reduced to a generally safe number. Handwashing must be done using the proper technique and at the appropriate times. Neglected handwashing can lead to cross-contamination by unclean hands.

Acceptable =

<table>
<thead>
<tr>
<th>Handwashing Procedure</th>
<th>Appropriate Times to Wash Hands</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Turn on water and adjust to a tolerably hot temperature.</td>
<td>• Upon arrival to work</td>
</tr>
<tr>
<td>• Moisten hands and apply soap.</td>
<td>• When changing tasks</td>
</tr>
<tr>
<td>• Lather and vigorously wash hands, wrists and forearms for at least 15 seconds.</td>
<td>• Before breaks (especially important when working with raw foods)</td>
</tr>
<tr>
<td>• Scrub nails and between fingers (if nail brushes are used, the brush should be stored in sanitizing solution to prevent contamination between employees).</td>
<td>• Before returning to food prep/service</td>
</tr>
<tr>
<td>• Thoroughly rinse to remove soap.</td>
<td>• After eating, drinking or smoking</td>
</tr>
<tr>
<td>• Dry hands using disposable towels or a heated air drying device.</td>
<td>• After using the restroom</td>
</tr>
<tr>
<td>• Shut off the water faucet(s) using the paper towel or elbows to avoid contamination.</td>
<td>• After handling cash</td>
</tr>
<tr>
<td>• If available, apply hand sanitizer.</td>
<td>• After dishwashing or other cleaning tasks</td>
</tr>
<tr>
<td></td>
<td>• After emptying the garbage</td>
</tr>
<tr>
<td></td>
<td>• After handling dirty dishes or equipment</td>
</tr>
<tr>
<td></td>
<td>• After handling the phone</td>
</tr>
<tr>
<td></td>
<td>• After touching one’s face, hair or clothes</td>
</tr>
</tbody>
</table>

Critical Finding =
• Handwashing is not done at the appropriate times following the procedure above.

No Bare Hand Contact with Ready-To-Eat Foods

(4.2.1) When gloves are required, food handlers do not contact ready-to-eat foods with bare hands
The 2005 FDA Food Code recommends minimal bare hand contact with ready-to-eat foods. However, it is the local health departments who will determine whether or not gloves are required.

Acceptable =
• Disposable gloves or suitable utensils such as deli paper, spatulas, tongs, or dispensing equipment are used to handle ready-to-eat foods.

Critical Finding =
• If you observe any employee handling ready-to eat foods (foods which will not require any further cooking) with their bare hands, give the finding here. This includes bartenders who are cutting lemons/limes for drinks or handling cherries/olives and wait staff handling bread, rolls and chips.
(4.2.2) Gloves are used properly
DisPOSABLE gloves should be worn if required by local code, as well as over any bandage being worn over any unhealed sore, scab, wart, or rash from the wrist down. Wearing a disposable glove protects the food from possible contamination from the wound and keeps bandages from falling into food. If an employee is wearing a non-disposable bandage or apparatus (gauze dressings, elastic bandages, cast or brace) on their hand, that employee should not be allowed to engage in any food prep activity, because hands cannot be properly washed.

Acceptable =
- Food handlers wearing gloves are properly washing hands and changing gloves before new tasks.
- Disposable gloves are used properly over any bandage.
- Food handlers follow the following procedure for changing gloves: remove and dispose gloves, wash hands (and sanitize if available), and then put on a new pair of gloves.

Critical Finding =
- Employees are not washing their hands when changing gloves, or are re-using gloves.
- Hands are being “washed” with gloves on.
- An employee with a cut or sore from the wrist down is handling food and not wearing a bandage and glove (they may prepare beverages or work at the cash register/drive-thru without gloves).

Note: All instances requiring handwashing under 4.1.1 require glove changing and handwashing by gloved employee.

Handwashing Facilities Are Adequate

(4.3.1) Handwashing sinks are accessible and useable
Handwashing sinks must be functional, unobstructed and conveniently located. If a sink has running water and the plumbing is intact, this is considered functional. If a sink is not working properly, it should be marked out of order and an additional handsink must be present. Employees should be able to get to the sink and use it without having to move equipment or maneuver through obstructions.

Acceptable =
- Handwashing sinks are accessible and useable.

Critical Finding =
- The sink is blocked off by a large piece of equipment that is not easily moved, or the sink is used for permanent storage of boxes or other equipment.
- The sink is cracked or the plumbing is not functioning.

(4.3.2) Handwashing sinks used only for handwashing
Handwashing sinks must be used for handwashing only. Although they are washed regularly, these sinks are considered “dirty” sinks because they are used to remove soil from hands. Therefore, they should never be used for washing food/equipment/utensils due to the potential for contamination.

Acceptable =
- Handwashing sink used only for handwashing.

Critical Finding =
- Any food, utensils, equipment, or wiping cloths are rinsed or washed in handwashing sink.

(4.3.3) Handwashing sinks are clean
Handwashing sinks should be free of excessive dirt, dust and grease build up.

Acceptable =
- Handwashing sinks are clean.

Critical Finding =
- It is evident that the sinks are not regularly cleaned due to excessive dust, dirty, and grime build up.
(4.3.4) **Soap is available at all handwashing sinks, including restrooms**
Handwashing stations in the kitchen, food preparation areas, and restrooms should be stocked with soap. The Food Code allows for any type of soap – liquid or bar – however, patron restrooms require liquid soap.

**Acceptable =**
- All handwashing stations are stocked with soap.
- If there is no soap available at a handwashing sink (including patron restrooms) allow employees adequate time to restock the soap.

**Critical Finding =**
- Soap is not available.
- If soap is missing from any handwashing sink, but is available at the facility, step back and observe how employees handle the situation. Allow them adequate time restock before giving a finding.

(4.3.5) **Single-use towels or a heated-air hand drying device present at all handwashing sinks**
Single-use hand towels must be provided at the handwashing sink to assure proper hand washing techniques are followed. Continuous cloth hand towel systems are acceptable as long as they are working and provide the user with a clean towel. Heated-air dryers are approved for use in restrooms.

**Acceptable =**
- Single-use paper towels (or equivalent) are present at all handwashing stations.

**Critical Finding =**
- Single-use paper towels or an equivalent hand drying device is not available.
- If a towel dispenser is empty at any sink, but towels are available at the facility, step back and observe how employees handle the situation. If the next employee to need towels does not fill the dispenser, give a finding. Also give a finding if hands are not dried or are dried on clothes.
- A shared cloth hand-drying towel is used (i.e. kitchen towel or wiping cloth).
- Continuous cloth hand towel system is providing only dirty/used surfaces.

**Health Department Control of Hands as a Vehicle of Contamination**

(4.4.1) **Handwashing reminder sign at all sinks**
In addition to proper training, handwashing can be encouraged in the workplace using reminder signs. Look for a handwashing reminder sign present at all sinks used by food employees. Any type of sign, a reminder to wash hands or a handwashing procedure is acceptable.

**Yes =**
- A handwashing sign is posted at all handwashing sinks used by food employees.

**No =**
- Handwashing signs are not posted where required.

(4.4.2) **Covered waste container available in all women’s restrooms**

**Yes =**
- A covered waste receptacle is available for sanitary napkin disposal in all women’s restrooms.

**No =**
- Any women’s restroom does not have a covered waste container.
(5.1.1) Foods supplied from only from approved sources

Ingredients must be from approved suppliers to ensure safety as well as consistent quality between stores of a chain. Questionable ingredients, including items from street markets and home prepared items, are not allowed to be used in commercial food service and should be removed from the facility. The chart below contains source requirements for a few unique food types.

**Acceptable =**
- No food items from unapproved sources are observed in the facility.

**Critical Finding =**
- Food items from street markets or home prepared items are present.
- Any of the food types listed below is not received from approved sources as required.
- Questionable items observed in the facility.

<table>
<thead>
<tr>
<th>Food Type</th>
<th>Requirement</th>
<th>Why?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Raw, packaged meat/chicken/fish for home preparation</td>
<td>Safe Handling Instructions are on the food package.</td>
<td>To ensure that all customers are alerted to the fact that such products may contain harmful bacteria and that food safety relies upon their thoroughly cooking the product before eating.</td>
</tr>
<tr>
<td>Canned foods</td>
<td>Canned foods are from a regulated food processing plant. Home canned items are not acceptable. Check delivery invoices if necessary.</td>
<td>Regulated facilities ensure that the food is processed at the proper high temperature for the appropriate time to kill bacterial spores that would typically grow in an airtight container under unsafe conditions. Of particular concern is the lethal toxin of Clostridium botulinum.</td>
</tr>
<tr>
<td>Liquid egg, milk, frozen milk, and cheese products</td>
<td>Must be pasteurized. All items will be marked “pasteurized” if they were indeed pasteurized.</td>
<td>Pasteurization is a heat process that will kill or inactivate bacteria and other harmful microorganisms likely to be in these foods.</td>
</tr>
<tr>
<td>Molluscan shellfish (oysters, clams, mussels or scallops) that are delivered alive in their shells</td>
<td>Shellstock tags must be present to identify the approved harvester and harvest location.</td>
<td>State agencies classify waters in which shellfish are found based on an assessment of water quality. As a result, molluscan shellfish harvesting is allowed only from certain waters at certain times or under certain restrictions in order to minimize the risk of shellfish containing disease causing pathogens.</td>
</tr>
<tr>
<td>Game Animals (rabbits, deer, elk, buffalo, quail, goose, etc.)</td>
<td>Delivery invoices show the meats are from approved suppliers.</td>
<td>If game animals are offered for sale, for home preparation or for service, they shall be commercially raised for food and slaughtered under a voluntary or routine inspection program and according to the laws governing meat and poultry.</td>
</tr>
</tbody>
</table>
Receiving Food Items at Proper Temperatures and Conditions

(5.2.1) Food received at proper temperatures
Deliveries should never be accepted if product temperatures are out of acceptable standards. If deliveries arrive at improper temperatures, the items should be refused or marked for return.

**Acceptable =**
- Refrigerated items are received at 41°F or below.
- Frozen items are received frozen.

**Critical Finding =**
- Deliveries are accepted out of the acceptable temperature ranges/not hard frozen and corrective action is not taken.
- A delivery is accepted without verifying the product temperature.

(5.2.2) Food packages are received in good condition
Perform a visual inspection of packages as they arrive for delivery for any signs of product or temperature abuse. Also check that products are not expired. Any item in poor condition should be marked "Do Not Use" or "Return for Credit", and should be segregated from usable inventory. If temperature abuse or other problems with delivery are discovered after an item is received, the purveyor should be called immediately.

**Acceptable =**
- Food packages are received in good condition.

**Critical Finding =**
- Packages are received with damage (i.e. holes, tears, or punctures) or temperature abuse (i.e. ice crystals or water stains) and are not marked and segregated.
- Items are expired (past the manufacturer’s use by date) when received.
- A delivery is accepted without verifying the package condition.

Health Department Approved Source

(5.3.1) Approved public or private water source present
Water and ice must be from an approved source. Unless located in a fairly rural area, most facilities will be using public water sources. The specialist will ask the manager if they have a public or private water system. Note which type of water system they have. If the system is private, they will ask if the water supply is inspected, how often, and if there is any documentation to prove this. The state or local authority should inspect all private water systems at least once a year.

**Yes =**
- The system is a public water supply.
- If the system is private, documentation is available showing yearly water inspections.

**No =**
- The manager does not know if the system is public or private and the specialist cannot confirm that it is public.
Contamination Prevented In Storage and During Food Preparation

(6.1.1) Proper use of food hierarchy in storage
Raw meat, poultry and seafood items should be stored away from or below fresh produce and ready-to-eat foods. Raw food must be stored based upon the minimum internal cooking temperature that is required for each food. Foods should be stored in the following top-to-bottom order:

- Cooked and ready-to-eat foods
- Whole, raw seafood
- Whole cuts of raw beef and pork
- Ground meats or fish
- Raw whole or ground poultry

For example: In a chef’s cold drawer, raw chicken should be stored in front of any other type of raw animal foods, or ready-to-eat foods. This way, the juices from the raw chicken are not carried over the other products, causing cross-contamination.

Acceptable =
- Raw foods are stored properly and away from or below produce and ready-to-eat foods. The top to bottom shelving order based on cooking temperature is being followed.

Critical Finding =
- Food items are not stored according to the description above.

(6.1.2) Food stored in packages, covered containers, or wrappings
All food should be kept covered, unless it is being actively served or used. This applies to foods in refrigeration units, freezers, hot and cold holding, and dry storage. Open bags should have a closure on them, or should be placed into another container that can be closed. Container lids should be in place to keep out foreign objects and to help to maintain the ingredient temperature. Exceptions would be whole produce in refrigeration and items that are in the cooling process as long as they are protected from overhead contamination.

Acceptable =
- All stored and held items are in closed or secured containers.

Major Finding =
- Open bags are not closed, or containers do not have lids.

(6.1.3) Food/supplies stored in appropriate locations
All items should be stored properly in designated storage areas. Food and food supplies should not be in restrooms, garbage areas, mechanical rooms, or other unapproved locations because they are susceptible to contamination in these areas. Guidelines for proper food storage are:

- In a clean, dry location (because moist conditions promote microbial growth)
- Away from exposure to splash, dust, or other bacterial contamination
- At least 6 inches above the floor

Acceptable =
- Food and supplies are properly stored in appropriate storage areas to avoid contamination. Allow the facility adequate time to put food away properly if they just received a delivery.

Major Finding =
- Food is not stored at least 6 inches off the floor, is stored in a moist/dirty location, or is exposed to dust or dripping water from overhead piping.
(6.1.4) **Food packages and cans are in good condition; damaged products are segregated**

**Canned foods:** Any cans that are swollen, bulging, dented or have damaged seals, or are rusted should be discarded or separated for return to the supplier. Any damaged cans that are received should be labeled for return to the supplier or for destruction/discarding once inventoried (i.e. "Do not use"). If an employee damages a can when opening a case, it should be used first and labeled as such.

**Shell eggs:** The eggs should be evaluated before being placed in storage for proper condition, as eggs are an especially good growth medium for many types of bacteria. Check eggs for any discoloration or small cracks in the outer shell (called “checks”).

**Molluscan Shellfish:** Cases of clams, mussels, and oysters should be evaluated for cleanliness and damage. They should be reasonably clean, have a mild ocean or seaweed smell, and have closed and unbroken shells which indicate they are still alive. Due to the high risk of Hepatitis A, it is important that molluscan shellfish remain stored in their original container so that the source of any foodborne illness can be identified.

*Acceptable* =
- There are no damaged cans from open cases, except those segregated for return.
- Shell eggs are clean and have unbroken shells.
- Shellstock are alive and clean, and stored in their original containers until sold or prepared.

*Major Finding* =
- Damaged cans are found and are not marked for immediate use, return or destruction.
- Shellstock are dirty, open or broken, or have a strong fish odor and slimy texture.
- Shellstock is combined or mixed with other lots before sale or service at the unit.
- Shell eggs are cracked/dirty, have an abnormal odor, or have multiple “checks”.

(6.1.5) **Cross contamination prevented during food preparation**

Equipment, utensils and contact surfaces must be properly cleaned and sanitized at the following times:
- Before food preparation
- When going from raw to cooked products
- At a minimum of every four hours (or 24 hours if kept \( \leq 41^\circ\text{F} \))

Cross-contamination of food products must be prevented. Unpacked foods should be stored away from sources of environmental contamination during food preparation. Also look for the following:
- Raw fruits and vegetables must be thoroughly washed
- Raw, whole shell eggs cannot be “pooled”
- Ice used as a coolant or for food storage should never be used as a food ingredient

*Acceptable* =
- Cross contamination is prevented during food preparation through protection from contamination and the proper cleaning and sanitizing of equipment.

*Critical Finding* =
- Equipment is not being cleaned and sanitized when necessary to prevent cross contamination from one surface to another. If the neglect of cleaning and sanitizing at appropriate times is the direct cause of cross contamination that is observed, give the finding here.
- Unpacked foods not prevented from sink splash, drips from overhead vents or other contamination.
- Contamination occurs due to unwashed fruits/vegetables, reuse of ice used as a coolant, or pooling of raw eggs.
Proper Storage of Food Utensils in Use

(6.2.1) Food utensils in use are stored properly
Utensils that are in use must be stored properly to protect them from contamination.

Acceptable =
- Utensils are stored properly, such as:
  - in heated or chilled food with the handle extended.
  - in potable, running water (dipper well).
  - on a clean, dry surface (washed approx. every 4 hours to break bacterial growth cycle).
  - in hot water with a temperature greater than 140°F.

Major Finding =
- Utensils are kept in standing water, on a dirty surface, in containers of unprepared foods.

Food Contact Surfaces Are Properly Constructed

(6.3.1) Utensils/equipment/contact surfaces in good repair

Proper type: All utensils and equipment used for food service should be non-absorbent, durable to withstand repeated ware washing, and have a smooth, easily cleanable surface.
- There are 2 acceptable types of cutting boards: hard maple (thick wood) or plastic.
- Cardboard, unfinished wood, rusted shelving/metal are not proper design.
- Bulk milk dispensers must be properly designed to prevent contamination when customers return to self-serve units and from build-up at the end of the rubber dispensing tube. The tube cannot protrude > 1” from the chilled dispensing head, and must be cut on an angle.

Good repair: Equipment, utensils and food contact surfaces should be in proper working order. Equipment in poor condition could break off or chip into food, cause difficulty in proper cleaning or effect equipment performance.
- Check that all slicers, cutters, cutting boards, plastic lexan containers and lids, and equipment shelving and doors are not cracked, broken or rusted.
- Can opener blades should be sharp to open the can without contaminating food with metal shavings.
- Cutting boards should be in good repair, without deep grooves, stains, cracks, or chips that would make them difficult to properly clean and sanitize.

Acceptable =
- Utensils and equipment are properly designed.
- Utensils and equipment are in good repair, good working order and are not rusted.

Major Finding =
- Utensils/equipment are chipped, broken, heavily rusted, or otherwise not in good repair.
- Utensils/equipment not designed properly. Materials are absorbent, have a rough surface and are not easily cleanable.
- The can opener blade is not sharp, or creates metal shavings when used.
- Cutting boards are heavily soiled/stained or have deep grooves.
- Cutting boards are not hard maple wood or plastic.
- The bulk milk dispensing tube is not cut on an angle or protrudes more than 1” from the chilled dispensing head.
Unsafe Foods Are Not Reserved or Are Discarded

(6.4.1) Contaminated/unwrapped/returned foods are not served to customers
Any food that has been contaminated must be discarded. Food that becomes contaminated in storage, during preparation, and during or after serving cannot be used. For example, an employee drops a cooked hamburger on the floor, picks it up and serves it to a customer. Foods that are returned to the kitchen by a customer cannot be reserved. Previously served rolls, parsley and other garnishes, etc. must be discarded when coming back from the dining room. Foods that are open, not individually packaged portions, can be served only once.

Acceptable =
• Used breads, chips, etc., are discarded when returned from the dining room.
• Open foods are only served once to customers and not returned to common containers.
• It is acceptable to re-serve items that are individually wrapped (i.e. crackers, half & half, etc.) as long as the packaging is still intact, and they have not been physically damaged or temperature abused.

Critical Finding =
• Any food that has been contaminated is not discarded.
• Any item that is not individually wrapped is being re-served to customers.
• Food returned to the kitchen by customer re-served.

Proper Single Use and Self-Service Items

(6.5.1) Foods on display stored protected
Food in buffets, salad bars, or on display should be protected from contamination using packaging, sneeze guards, covered containers or display cases. Packaged or wrapped ready-to-eat foods (such as sandwiches, salads, cut fruit, pastries, etc.) must not be stored in contact with water or ice if the food is subject to entry of water because of its makeup, the nature of its packaging or its positioning in the ice or water. For example, a sandwich wrapped in saran wrap cannot be placed on ice.

Exceptions: Nuts and whole, raw fruits/vegetables that are intended for peeling or washing before consumption may on display be unprotected. Whole or cut raw vegetables, whole fruit, and tofu may be immersed in water. Raw chicken and fish may also be packed in ice/water.

Acceptable =
• Foods are properly protected from contamination by customers, other foods, water and ice.

Major Finding =
• Foods on display are not stored protected.
• Ready-to-eat wrapped products are stored on ice or in water and the product is subject to the entry of water based on its packaging.
(6.5.2) Single service/use items not reused

“Single use” containers, such as disposable plastic containers and paper cups, should not be re-used. The design of these items makes them difficult to clean due to tight folds or creases, narrow openings into which a bottlebrush cannot be inserted, or the material the container is made from is not suitable for reusing. Durable plastic food grade containers may be re-used if properly cleaned and sanitized, unless specified otherwise by the local health department or client. It is not acceptable to "marry" bottles of ketchup or mustard. “Marrying” product occurs when two half bottles are combined into one bottle, or when bottles are re-filled from a bulk ketchup dispenser. The only practice that is allowed is if a bottle of ketchup is completely emptied, then washed, rinsed and sanitized, and then refilled from a bulk dispenser.

Acceptable =
- The facility does not re-use “single use” containers.

Major Finding =
- Single use containers are re-used.
- Condiment bottles are "married".

(6.5.3) Clean utensils available for second portions at self-service sites

Having clean plates and utensils available for return trips to the salad bar/buffet minimizes the risk of contamination from returning customers. Clean items should be handed out by food servers or stacked in a readily available location for customers to get for themselves.

Acceptable =
- Clean utensils are available for second portions.
- If clean plates are not available, a sign should be posted requesting customers to ask for a clean plate for a return trip to the salad bar.

Major Finding =
- Clean utensils are not available and no sign is posted.

Food Contact Surfaces Clean and Sanitized

(6.6.1) Temperature of hot water sanitizing at the 3-compartment sink is \( \geq 171^\circ F \)

If the facility is using the hot water sanitizing at the 3-compartment sink, take a temperature of the water in the sanitizing basin of the sink.

Acceptable =
- The temperature of the hot water is \( \geq 171^\circ F \).

Critical Finding =
- The temperature of the hot water is \( < 171^\circ F \).
(6.6.2) Temperature of hot water sanitizing at the dishwashing machine is 180°F – 194°F
If the facility is using the hot water sanitizing instead of a chemical sanitizer at the mechanical dishwashing machine, a temperature of the water using a lollipop thermometer or Thermolabel will be taken.

Acceptable =
• The digital lollipop thermometer reads \( \geq 160°F \) when run through the dish machine.
• The Thermolabel turns black during the dishwashing cycle.

Critical Finding =
• If using heat sanitizing, the temperature measures \(< 160°F\) or \(>194°F\) on the probe thermometer that was run through the dishmachine.
• The Thermolabel does not blacken during the dishwashing cycle.

(6.6.3) Proper concentration of chemical sanitizing at the 3-compartment sink
The concentration of the sanitizer in the 3-part sink must be tested to ensure that dishes/utensils are being properly sanitized. Test the sanitizer compartment of the 3-compartment sink using the proper testing method (see following page). If available, the facility’s test strips will be used. If test strips are not available, a finding will be marked in Q6.7.2.

(6.6.4) Proper concentration of chemical sanitizing at the dishwashing machine
If a dishwashing machine is used, it should be in addition to a 2 or 3-part sink. If the dish machine breaks down, the facility needs to be able to wash and sanitize dishes manually. Dish machines can either be a single tank unit or a multi-tank conveyor unit, but they are evaluated in the same way. Set up is evaluated by checking the chemical containers that hold the soap and sanitizer. Check that hoses carrying chemicals are free from excess air bubbles and are properly transporting the soap and sanitizer to the machine. Additives for conditioning the water or for reducing spots are optional products and do not affect the cleanliness or sanitizing of the utensils. If available, the facility’s test strips will be used. If test strips are not available, a finding will be marked in Q6.7.2.

Acceptable =
• The concentration of the sanitizer falls within the correct specifications.

Critical Finding =
• When tested, the sanitizer concentration does not fall within the specified range.

<table>
<thead>
<tr>
<th>Sanitizer Type</th>
<th>Product Names</th>
<th>Required Concentration (ppm)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quat</td>
<td>Oasis 144</td>
<td>200</td>
</tr>
<tr>
<td></td>
<td>Oasis 145</td>
<td>150-200</td>
</tr>
<tr>
<td></td>
<td>Oasis 146*</td>
<td>150-400</td>
</tr>
<tr>
<td></td>
<td>San Max</td>
<td>150-200</td>
</tr>
<tr>
<td></td>
<td>Ster-Bac Blu</td>
<td>200</td>
</tr>
<tr>
<td>Chlorine</td>
<td>Mikro-Chlor</td>
<td>200</td>
</tr>
<tr>
<td></td>
<td>Eco-San</td>
<td>50-100</td>
</tr>
<tr>
<td></td>
<td>Ultra San</td>
<td>50-100</td>
</tr>
<tr>
<td></td>
<td>Bar Star</td>
<td>100</td>
</tr>
<tr>
<td></td>
<td>DBK</td>
<td>50-100</td>
</tr>
<tr>
<td>Iodine</td>
<td>Mikroklene</td>
<td>12.5-25</td>
</tr>
</tbody>
</table>

Note: The above list of product names is not all-inclusive. Always follow the manufacturers’ guidelines. * QT 40 test strips must be used to test Oasis 146
(6.6.5) Utensils/equipment/contact surfaces are properly cleaned and stored
All clean utensils and equipment must be stored properly to keep them clean when not in use. This includes items washed at the 3 compartment sink and dishmachine as well as clean-in-place equipment such as magnetic knife bars, prep tables, slicers, cutting boards, soda nozzles, ice machines, etc. The specialist will check for mold build-up in the ice machine by wiping a napkin across the metal drop plate and around the inner walls. They will look at soda nozzles and bar guns for an accumulation of mold. Any build-up reflects a failure to clean and sanitize at the proper frequency. It is also a finding if the specialist observes clean items stored contaminated or in a location where they may easily become contaminated.

Acceptable =
• All food contact surfaces are clean as specified in the description above.

Critical Finding =
• Food contact surfaces are not clean as specified above.
• Mold exists inside ice machines or soda nozzles.
• Magnetic knife bars are soiled.

Proper Warewashing Facility Available

(6.7.1) 3-compartment sink is present, sufficient size and used properly
Proper dishwashing procedures are essential in a facility. Facilities use a 3-part sink, a dishwasher, or a combination for cleaning dishes.

Acceptable =
• The 3-part sink basins are large enough to clean equipment and utensils.
• The 3-part sink is set up in the correct order of dishwashing steps (wash-rinse-sanitize), either left to right or right to left. The largest sink is used for sanitizing, unless it is in the center.
• The middle sink, used for rinsing, is empty with a spray hose or full of clean water.
• There are separate drain boards on each end for clean and soiled items.
• If the facility has a two-compartment sink, they must have received approval from the Health Department, and they must know the proper procedures for using it.

Major Finding =
• Failure to complete all three steps (wash, rinse, sanitize) in washing dishes/utensils.
• The 3-part sink is not set up in the correct order (wash-rinse-sanitize).
• The rinse sink (empty vs. full) is not being used according to client specifications.
• The 3-part sink basins are not large enough to submerge and properly clean equipment and utensils.
(6.7.2) Sanitizer test kits / strips are available
The specialist will ask the manager or an employee for test strips/kits for 3-part sink and dishwashing machine, if applicable. Test strips must be available even if an automatic sanitizer dispensing unit is present, because the calibration must be verified and sinks and sanitizer buckets must be checked. The specialist will use the strips to test the sanitizer concentration in Q6.6.3 and Q6.6.4.

**Pass =**
- Appropriate test strips are readily available to employees to monitor the sanitizer concentration.

**Major Finding =**
- Test strips are not available or easily accessible for employee use (i.e. locked in the manager’s office). If test strips are not available, the sanitizer concentration cannot be tested for proper use by the facility.

(6.7.3) Equipment/utensils are air-dried before stacking
Clean equipment must be allowed to completely air dry before stacking and putting away. The moisture that can be trapped between the two surfaces provides an environment that supports bacterial growth.

**Acceptable =**
- Clean pans are air drying properly - there is no moisture between stacked pans/dishes.

**Major Finding =**
- Moisture exists between stacked pans/dishes.

**Proper Use and Storage of Wiping Cloths**

(6.8.1) Wiping cloths are used / stored properly and are at the proper concentration
The cloths used to wipe down counters, clean spills, etc. must be rinsed in sanitizing solution prior to the first use and replaced or stored in sanitizer between uses. The sanitizing solution should be drawn from the sanitizing compartment of the 3-part sink or from a calibrated dispenser to assure proper concentration. The sanitizer concentration should be checked upon set up and at least every two hours (more frequently during time of high use) to monitor its effectiveness. Soiled cloths must be replaced regularly. Spray bottles of sanitizer solution are acceptable for use. Most often the spray bottles are used in dining areas and on clean-in-place equipment. The area to be sanitized should be clear of all utensils and food before spraying solution. Remember that although surfaces are being wiped with sanitizer, they must be properly cleaned and sanitized at least every 4 hours during regular use. Remember that surfaces that have excessive debris cannot be effectively cleaned with sanitizer.

**Acceptable =**
- Wiping clothes are stored in sanitizing solution when they are not in use.
- Sanitizer solution is at the proper concentration.

**Major Finding =**
- Towels are stored out of the sanitizing solution (i.e. left lying on the counter) for long periods of time, causing them to be dry without sanitizer activity as verified with a test strip.
- Towels are rinsed in the handwashing sink or left sitting in the sink.
- An unsanitary dry towel is used. This is a finding because the dry towel can be a cause of cross contamination if used from one surface to another without the active sanitizer to kill bacteria.
- Any sanitizer container is not at the proper concentration – check buckets and spray bottles.
- If the sanitizer for towels is drawn from the 3-part sink and the concentration is incorrect, you will give a finding in Q6.6.3 and not in this question.
(6.9.1) All non-food contact surfaces are clean and in good repair
Non-food contact surfaces must be properly designed to allow for easing cleaning and to facilitate maintenance; they should be corrosion-resistant, nonabsorbent and smooth. These surfaces should be kept free of dust and dirt accumulation.

Yes =
• Non-food contact surfaces are maintained clean and in good repair.

No =
• Non-food contact surfaces are heavily scratched, rusted or in otherwise poor repair.
• Non-food contact surfaces are not cleaned regularly as seen by the build-up of dust and debris.

(6.9.2) Floors, walls, ceiling are cleanable, clean and in good repair
Floors and walls must be constructed with materials that are smooth and easily washable. Floors and walls must be cleaned of debris and any other build-up as often as necessary. They must be in good repair and free of holes or cracks that may leak or provide entry/harborage for pests.

Yes =
• Floors, walls and ceiling are properly maintained and cleaned.

No =
• Floors, walls or ceiling are not maintained clean and in good repair.

(6.9.3) Vents and exhaust hoods are clean and in good repair
Vents and exhaust hoods should be maintained clean and in good repair in order to minimize heat, steam, condensation, vapors, obnoxious odors, smoke, and fumes. Vents over cooking equipment should have removable grease filters and effective ventilating fans that are exhausted to the outside air.

Yes =
• Vents/exhaust hoods are clean and cleanable.

No =
• Vents/exhaust hoods are damaged or have excessive build-up that prevents them from properly ventilating.

(6.9.4) All gaskets on refrigeration are clean and in good repair
Gaskets on refrigeration units should be clean and in good repair to ensure that product is being held at the proper temperature and free from contamination.

Yes =
• Gaskets are in good repair and maintained clean.

No =
• Gaskets are torn or damaged such that the refrigeration unit does not seal properly.
• Gaskets have build-up of dirt or debris such that the air-tight seal is compromised.

(6.9.5) All lighting sources are properly shielded in areas where food, service utensils and equipment are stored or prepared.
Light bulbs must be shatter-resistant or shielded with protective covers of metal mesh or plastic in areas where there is food, equipment, utensils, or single-use/service items to protect from contamination by broken glass or debris from light bulbs.

Yes =
• Light bulbs in food storage and service areas are protected.

No =
• Light bulbs are not protected and present a contamination risk to food or food supplies.
(6.9.6) Trash receptacles back of house are sufficient availability/capacity
Proper storage and disposal of garbage is necessary to minimize the development of odors and prevent the garbage from attracting and harboring insects and rodents. Trash receptacles must be large enough to hold refuse that accumulates in the facility, and should be placed in each area of the facility where refuse is generated or commonly discarded.

Yes =
• Trash receptacles are sufficient in size and availability.

No =
• Trash receptacles are clearly insufficient for the amount of refuse accumulated.
• There are not enough garbage receptacles available where needed, resulting in the overflow of cans/containers.

(6.9.7) Dumpster area is regularly cleaned and free of excess debris
(6.9.8) Dumpster lid is kept closed
Improperly handled garbage creates nuisance conditions, makes housekeeping difficult, and may be a possible source of contamination of food, equipment, and utensils. Receptacles should be maintained closed to prevent harborage of insects and rodents. Evaluate both indoor and outdoor receptacles.

Yes =
• All containers are maintained in good repair and cleaned as necessary in order to store garbage neatly and prevent the breeding of pests.

No =
• Garbage containers are not in good repair or cracked/broken so they will not contain the garbage and make the container hard to clean.
• The improper storage of garbage results in attracting insects/rodents.
Foods That Require Time/Temperature Control For Safety (TCS Foods) – formerly Potentially Hazardous Foods (PHF)

Please use this list as a general guideline for TCS (PHF) foods. This list is NOT all inclusive and there may be exceptions to the rule. Please ask the manager if you have questions about a product, or call EcoSure for further clarification.

<table>
<thead>
<tr>
<th>Common TCS Foods</th>
<th>Non-TCS Foods</th>
</tr>
</thead>
<tbody>
<tr>
<td>- High protein foods such as meat, fish, poultry, dairy</td>
<td>- Raw vegetables and lettuce salads</td>
</tr>
<tr>
<td>- Cut melons such as watermelon, honeydew, cantaloupe</td>
<td>- Cut fruit except melons (i.e. strawberries)</td>
</tr>
<tr>
<td>- Cooked pasta or beans</td>
<td>- Cooked bacon</td>
</tr>
<tr>
<td>- Cooked vegetables</td>
<td>- Dry sausage (pepperoni, beef jerky)</td>
</tr>
<tr>
<td>- Desserts with a whipped cream topping</td>
<td>- Butter, margarine, or oil</td>
</tr>
<tr>
<td>- Garlic in oil mixtures</td>
<td>- Bread dough</td>
</tr>
<tr>
<td>- Milk, cream, or half and half</td>
<td>- Tomato-based or Marinara sauce</td>
</tr>
<tr>
<td>- Whipped butter</td>
<td>- Bar-B-Que sauces</td>
</tr>
<tr>
<td>- Homemade salad dressings or mayonnaise</td>
<td>- Commercially prepared salad dressings, mayonnaise, guacamole</td>
</tr>
<tr>
<td></td>
<td>- Parmesan or Romano cheeses</td>
</tr>
</tbody>
</table>

Minimum Internal Cooking Temperature of TCS Foods

<table>
<thead>
<tr>
<th>Ingredient</th>
<th>Temperature</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Fruits and vegetables</td>
<td>135°F</td>
</tr>
<tr>
<td>Any fruits and vegetables, except potatoes, being cooked for hot holding. (There is no temperature requirement for immediate service.)</td>
<td></td>
</tr>
<tr>
<td>2. Commercially pre-cooked foods</td>
<td>135°F</td>
</tr>
<tr>
<td>Foods that are pre-cooked by the manufacturer before arriving to the facility.</td>
<td></td>
</tr>
<tr>
<td>3. Starch/dairy/other protein</td>
<td>145°F</td>
</tr>
<tr>
<td>Includes rice, beans, potatoes, sauces, soups that are cooked from a raw state.</td>
<td></td>
</tr>
<tr>
<td>4. Fish and seafood</td>
<td>145°F</td>
</tr>
<tr>
<td>Any seafood cooked from a raw state. Frozen patties or fillets may be pre-cooked and would then fall under # 2.</td>
<td></td>
</tr>
<tr>
<td>5. Beef and pork</td>
<td>145°F</td>
</tr>
<tr>
<td>Includes whole cuts, roasts, steaks, chops, or slices that are cooked from a raw state and are not ground.</td>
<td></td>
</tr>
<tr>
<td>6. Ground (beef, pork, and fish)</td>
<td>155°F</td>
</tr>
<tr>
<td>Includes hamburger patties, sausage, bratwurst, etc. that are ground and in a raw state, fresh or frozen. Processed, pre-cooked foods fall under #2.</td>
<td></td>
</tr>
<tr>
<td>7. Poultry</td>
<td>165°F</td>
</tr>
<tr>
<td>Raw chicken and turkey.</td>
<td></td>
</tr>
<tr>
<td>8. Rolled/stuffed meats</td>
<td>165°F</td>
</tr>
<tr>
<td>Includes stuffed meats (turkey, chicken, beef or pork roasts) and casseroles prepared from scratch.</td>
<td></td>
</tr>
<tr>
<td>9. Reheated carryover/microwave cooking</td>
<td>165°F</td>
</tr>
<tr>
<td>Any product being reheated for hot holding, including those heated in the microwave.</td>
<td></td>
</tr>
<tr>
<td>10. Rare roast beef</td>
<td>130°F for ≥ 112 minutes</td>
</tr>
</tbody>
</table>
Proper Cooking Time and Temperature Requirements Are Met

(7.1.1) Raw animal foods cooked to proper internal cooking temperature
Product temperatures will be taken as food items come off/out of the cooking device to determine if they meet the proper internal cooking temperatures based on the ingredients of the food. If an item is found to be out of specification, the manager should double check the temperature using their thermometer.

Acceptable =
- Ingredient was cooked to proper final temperature based on the ingredient type.

Critical Finding =
- Ingredient was not cooked to the proper temperature based on the ingredient type.

(7.1.2) Fruits/vegetables are cooked to 135°F or above for hot holding
Fruits and vegetables that are fresh, frozen, or canned and that are heated for hot holding need to be cooked to only 135°F. These foods do not require the same level of bacterial destruction as raw animal foods since they are ready-to-eat at any temperature. Cooking to the hot holding temperature of 135°F prevents the growth of harmful bacteria that may be present in or on these foods. In fact, the level of bacteria will be reduced over time at proper hot holding temperatures. There is no temperature requirement for immediate service of vegetables, so be sure to look for fruits and vegetables that are being cooked for hot holding.

*** The 2005 Food Code requirement for hot holding has been reduced to 135°F, however local health departments may still evaluate to the 140°F standard.***

Acceptable =
- Fruits/vegetables cooked to ≥135°F for hot holding.

Critical Finding =
- Fruits and vegetables cooked/held <135°F for hot holding, not for immediate service.

(7.1.3) Raw foods cooked in the microwave are rotated or stirred during cooking
If the facility uses the microwave to cook food from the raw state, the products should be rotated and stirred during cooking to allow the heat to distribute more evenly throughout the product. This question is not for reheating product; it is for cooking product from the raw state.

Acceptable =
- Food is rotated and stirred during the cooking process when the microwave is the cooking device.

Critical Finding =
- Food is not rotated or stirred during cooking when the microwave is the cooking device.
Section 7 – Time and Temperature Control for Safety

(7.1.4) Microwaved foods heated to a minimum of 165°F and allowed to stand covered for 2 minutes after cooking/heating.

The internal cooking temperature of TCS foods that are cooked or reheated in the microwave should be ≥165°F. Allow the food to stand covered for two minutes after microwave heating to allow thermal equalization and exposure. Not allowing the product to stand for two minutes after cooking may affect the “kill step” procedure that the microwave is trying to achieve for that particular product. Measure the food temperature at multiple sites to make sure it has heated equally throughout the product. N/A this question if you don’t observe items being heating in the microwave.

Acceptable =
- Reheated foods ≥165°F.
- Foods cooked in the microwave are allowed to stand for two minutes after removal, before serving.

Critical Finding =
- Reheated foods <165°F. Any product that is below temp, should be placed back in the microwave and reheated until proper temperatures are met.

Foods are cooked and served immediately after removal from the microwave without being allowed to sit for two minutes.

Appropriate Procedures Used For Reheating of Hot Holding

(7.2.1) Reheated product reaches a minimum of 165°F

The internal cooking temperature of cooked foods that are being reheated must be ≥165°F.

Acceptable =
- Reheated foods ≥165°F.

Critical Finding =
- Reheated foods <165°F. Any product that is below temp should be placed back in the device and reheated until proper temperatures are met.

(7.2.2) Reheating is done rapidly (Items are in temperature danger zone for less than 2 hours)

When food is cooked, cooled, and reheated in a food establishment, there is an increased risk from contamination caused by personnel, equipment, procedures, or other factors. If food is held at improper temperatures for enough time, harmful bacteria have the opportunity to multiply to dangerous numbers. Proper and rapid reheating will help to eliminate these bacteria. The process should be done using equipment designed for cooking; hot holding equipment may not heat the item rapidly enough to prevent excessive bacterial growth.

Acceptable =
- Foods are reheated in equipment designed for the rapid heating (cooking) of foods.
- Foods are reheated within 2 hours.

Critical Finding =
- Foods are found being reheated in hot holding equipment.
- Foods are observed taking longer than 2 hours to reheat.
ECOSURE FOOD SAFETY WITH HEALTH DEPARTMENT EVALUATION
Section 7 – Time and Temperature Control for Safety

Appropriate Cooling Procedures in Place

(7.3.1) TCS Foods are cooled to 70°F or less within 2 hours of cooling
(7.3.2) TCS Foods are cooled to 41°F or less within 6 hours of cooling
Product that has been cooked/heated for cooling for later reheating must be properly cooled to 70°F in 2 hours or less and then to 41°F within the next 4 hours (6 hours total).

Acceptable =
• Carryover was cooled to <70°F within 2 hours, or <41°F in a total of 6 hours.

Critical Finding =
• Carryover ingredient temperature is > 70°F after 2 hours of cooling, or >41°F after 6 total hours of cooling.

(7.3.3) Reconstituted foods / Salad and Sandwich Ingredients are pre-chilled and cooled to 41°F or below within 4 hours
Just as cooked foods should pass through the danger zone rapidly during the cooling process, reconstituted foods (foods where various ingredients are mixed) should also pass through this zone rapidly as they are cooling (or chilling) after mixing. Since these items are prepared at room temperature, procedures should minimize the time spent in the danger zone and facilitate the cooling of these items to below 41° after preparation. Pre-chilling ingredients for recipes ahead of time will help control this process. Logs should verify cooling within 4 hours after mixing.

Examples: Tuna Salad – pre chill the tuna, mayonnaise, boiled eggs, etc.
Pasta salad – pre-chill cooled pasta and steamed vegetables, canned vegetables, sauce, etc.

Acceptable =
• All salad/sandwich items are pre-chilled before assembly and cooled to ≤41°F within 4 hours.
• Items are prepared in small batches and cooled to ≤41°F within 4 hours.

Critical Finding =
• Pre-chilling is not done when required and food is not cooled to ≤41°F within 4 hours.

(7.3.4) Proper cooling methods are in use
Proper methods should be followed for cooling previously cooked items.

Acceptable =
• One or more of the following methods are used to cool product:
  - Items are put into an ice bath or a quick-chill machine
  - Food is separated into smaller or thinner portions
  - Shallow containers are used (no more than 2” deep)
  - Items are frequently stirred during the cooling process
  - Facility is using ice (instead of water) as a final ingredient

Major Finding =
• Acceptable cooling techniques are not being used.
Appropriate Hot Holding Requirements Are Met

(7.4.1) Items in hot holding at or above 135°F
Once products have been properly cooked and require hot-holding, they must be maintained at a minimum of 135°F in all hot-holding equipment such as steam tables, hot holding cabinets, hot wells, etc.

*** The 2005 Food Code requirement for hot holding has been reduced to 135°F, however local health departments may still evaluate to the 140°F standard.***

Acceptable =
- Product being held is greater than 135°F.

Critical Finding =
- Hot item is being held less than 135°F.

(7.4.2) Roasts held properly
Acceptable =
- Roast beef is held ≥130°F.
- Rare roast beef (i.e. prime rib) may be served if:
  1. It comes from an approved supplier
  2. It is cooked on the top and bottom such that the surface temperature reaches 145°F and a cooked color change is achieved on all surfaces

Critical Finding =
- Roast beef is being held at less than 130°F or rare roast beef requirements are not met.

Appropriate Cold Holding Requirements Are Met

(7.5.1) TCS foods in cold holding are held at ≤ 41°F
Cold ingredients are generally kept between 33-41°F to preserve freshness and inhibit bacterial growth. This includes all cold holding equipment including walk-in refrigerators, reach-ins, cold-lines, prep tables, etc. As a general practice, a dial probe thermometer could be kept in a pan of cold line ingredient as a monitoring tool. During slow hours, ingredients should be filled half-way in deep, covered pans to keep them cold.

Acceptable =
- Foods in cold holding are ≤ 41°F.

Critical Finding =
- Any TCS food in cold holding is > 41°F.

(7.5.2) Frozen foods are held solidly frozen
As with refrigeration, freezing can substantially slow the growth of microorganisms when they are held properly. Foods should be stored at a temperature that will keep it frozen, however this may vary from one product to another. As a general guideline, the freezer temperature should be kept at 0°F or below. Frozen foods should not be subject to time-temperature abuse; packages and containers should be free of any evidence of thawing and/or refreezing such as large ice crystals or water stains.

Acceptable =
- Frozen foods are maintained solidly frozen.

Major Finding =
- Any TCS food in the freezer is found unfrozen or with clear evidence of temperature abuse.
Appropriate Use of Time as a Control

Time alone, rather than time in conjunction with temperature, can be used as a public health control for a working supply of TCS foods before cooking or for ready-to-eat food that is displayed or held for immediate consumption. Examples where time alone may be used as a control include:

- Pizza sitting under a heat lamp, ready to serve
- Sandwiches sitting out on a display at a counter, ready to serve
- TCS foods that may be reheated for a customer for immediate service
- TCS foods staged on trays or carts at room temperature while waiting to be served
- Product held in equipment does not maintain temperatures above 140°F or below 41°F

**Exception:** In cases where a facility is only open for a meal period of less than four hours, items do not need to be time and date marked, but the facility is required to have documentation that all potentially hazardous food items are discarded after the four hour meal period.

(7.6.1) Products are time and date labeled when time is used as a control.

**Acceptable =**

- Products being held with time as a control are labeled/logged, indicating the time when the product must be discarded; the time is \( \leq 4 \) hours after the food has been removed from temperature control.

**Critical Finding =**

- Products are not being monitored with a time that they were either taken out of temperature control, or a time that they will expire.

(7.6.2) No expired product present

Bag in box (BIB) syrups will not be evaluated for expiration date.

**Acceptable =**

- Products being held with time as a control have not exceeded their 4 hour time limit.

**Critical Finding =**

- Any product is found expired.

(7.6.3) Written procedures are available for time used as a control

**Acceptable =**

- Written procedures that ensure compliance with the time as control specifications shall be made available upon request. Any written format is acceptable.

**Critical Finding =**

- Unit cannot produce any written procedures on time used as a control.
Appropriate Date Marking and Disposition Procedures are in Place

(7.7.1) Prepped, thawing and ready-to-eat (RTE) foods are properly labeled
Foods that have been opened and/or prepared have been mixed with air, and perhaps other high protein ingredients, which increase the growth of spoilage organisms. This gives the item a shorter use time before it spoils. All prepared, thawing, and ready-to-eat foods that are no longer in their original containers must be dated with a preparation date or an expiration date and/or time by which they must be served or discarded. Thawing items need to be dated so that they will be used promptly and proper rotation of ingredients is ensured. Items that were frozen may have a short use time once thawed. With buffets and salad bars, you may need to ask the manager for a time/temperature log since the items may not be marked when in public view.

Acceptable =
- All RTE foods, thawing items, items taken from their original packaging and prepared items have preparation/expiration dates on them. Look for a general practice at the facility by checking a sampling of items in different equipment.
- Acceptable methods for holding dates/times include writing time directly on product container, day dots/stickers, an electric timer, or a type of log.

(7.7.2) Commercially prepared food properly dated when opened
Once ingredients are combined/prepared or a package is opened, a shorter use time needs to be placed on the container, rather than the original “use-by” date on the package from the manufacturer. The date marked as the expiration date may not exceed the manufacturer’s use-by date.

Acceptable =
- All RTE foods, thawing items, items taken from their original packaging and prepared items have preparation/expiration dates on them. Look for a general practice at the facility by checking a sampling of items in different equipment.
- Acceptable methods for holding dates/times include writing time directly on product container, day dots/stickers, an electric timer, or a type of log.

Major Finding =
- The general practice of the facility is that they are not consistently marking preparation/expiration dates on their products.

(7.7.3) No expired product present
Expiration dates and holding times should be marked on items that are thawing, prepared, and ready-to-eat.

Acceptable =
- Foods marked with holding times are not expired based on either Company specifications for shelf-life, or the 4/7 day guidelines set forth by the 2005 Food Code.

Major Finding =
- Items are present past the expiration times/dates written on them.
Accurate Food Thermometer Available

(7.8.1) Accurate food thermometers present
Every facility kitchen should have at least one working, calibrated thermometer to be used for checking temperatures. Thermocouple types or probes with dial or digital read-outs are acceptable unless otherwise specified by the client. If a thermometer is available, it must be checked for proper calibration at the beginning of the evaluation when the specialist’s thermometers are checked for calibration in ice water slush to 32°F. To be considered in calibration, it must be ± 2°F from 32°F, unless specified otherwise by the client.

Acceptable =
- A working thermometer is readily available and properly calibrated.

Major Finding =
- A thermometer is not present or not readily available (i.e. buried in a drawer, or a new thermometer was just being removed from packaging indicating one was not being used).
- The thermometer produced is more than 2°F off of calibration in the ice water slush.

Proper Thawing Procedures

(7.9.1) Items properly thawed/slackened
Frozen items should preferably be moved from the freezer to a refrigerator ahead of time for proper thawing. Foods may also be thawed using the following methods:
- Completely submerged, under running water ≤ 70°F (if running water is too warm, ice can be added to the tub to reach the proper temperature)
- In the microwave, but only for small items to be cooked immediately.

Pass =
- Thawing is done using an approved method.

Major Finding =
- Foods are thawing at room temperature.
- Thawing items are in standing water (at any temperature).
- Thawing items are in running water > 70°F and no ice is added.

Health Department Time and Temperature Control for Safety

(7.10.1) All coolers have functioning thermometers within reasonable range
Refrigeration units should be equipped with working thermometers. A thermometer in or on a unit should be within a reasonable range to ensure that the units are being properly monitored. Thermometers should be within +/- 2 degrees.

Yes =
- Coolers have functioning thermometers that read within 2 degrees of the actual temperature

No =
- Coolers do not have thermometers, or have thermometers that are not properly calibrated.

(7.10.2) All products are stored first-in, first-out
The FIFO (first-in, first-out) method places products in storage based on the food’s use-by, expiration or preparation date. This is done to ensure that the oldest inventory is used first.

Yes =
- Products are stored first-in, first-out.

No =
- Products are not stored using the FIFO method (i.e. the soonest expiration dates are not in the front of the shelf.)
Only Approved Chemicals Are Present/Used

(8.1.1) Only institutional/food-grade/company approved chemicals are used
Only chemicals that are approved for use in a food service facility may be present and used in a facility. As a general guideline, products that you can find in a grocery store are not usually approved unless an MSDS is present. Most "over-the-counter" pesticides are also not approved for use in a food service facility.

Acceptable =
- All of the chemicals in the facility are from approved sources (according to client-specifications) or are approved for institutional use. Double-check for an MSDS if in doubt.

Critical Finding =
- A chemical is present in the facility that is not approved.

(8.1.2) Material Safety Data Sheets (MSDS) available for all chemicals
MSDS must be available at the restaurant for all chemicals. Food service establishments require chemicals for proper cleaning, sanitation and maintenance and should be equipped with this information for proper handling and treatment in case of an accident with chemicals. Regularly check that all chemicals have an up-to-date MSDS readily available.

Acceptable =
- MSDS sheets are not present or are not available for all chemicals.

Major Finding =
MSDS sheets are missing for any of the chemicals in the restaurant.

Toxic Substances Are Properly Identified, Stored and Used

All chemicals in the facility should be evaluated in the next two questions for proper labeling and storage. All of the following items will be evaluated:
- Cleaning chemicals
- Sanitizing solution for wiping cloths
- Liquid soap (including dispenser)
- Hand sanitizer (including dispenser)
- Pest control chemicals
- Paint and paint supplies

(8.2.1) Chemicals are properly labeled
Chemicals stored in the original container must have a legible manufacturer’s label. Chemicals in working containers must be labeled with the common name of the material (i.e. Sanitizer).

Acceptable =
- All chemicals are properly labeled.

Critical Finding =
- Any chemical container is not labeled or the label is unreadable.
ECOSURE FOOD SAFETY WITH HEALTH DEPARTMENT EVALUATION
Section 8 – Chemicals

(8.2.2) Chemicals are properly stored
Chemicals must be stored below food and food products, or at least 12 inches distance from food when on the same shelf. They must be at least 3 feet from sources of heat or flame. Chemicals stored at the mop sink or below food in storage areas would be acceptable. Sanitizer buckets should be placed away from or below food preparation/service counters. If spray bottles are present, they must be used away from food and clean food contact surfaces. Liquid soap and hand sanitizer dispensers should be mounted over the handwashing sink only, and not where they may drip on food or food contact surfaces. If there are pest control chemicals or paint supplies present, they should also be stored separately or with other cleaning chemicals.

Acceptable =
- Chemicals are properly stored away from food and food-related areas

Critical Finding =
- Chemicals are not ≥ 1 foot from food, food packaging, and food preparation equipment/surfaces or are not ≥ 3 feet from sources of heat or flame.
- Chemicals are stored over food, food packaging, food preparation areas, prep sinks, or the 3-compartment sink. (In some cases, sealed packets of dishwashing chemicals may be allowed over the wash compartment of the 3-part sink.)
- Liquid soap or hand sanitizer dispensers are mounted over a prep or 3-compartment sink.

(8.2.3) Pesticides are applied by approved personnel only
Only licensed pest control personnel should apply pesticides unless an employee is under the direct written supervision of the PCO to apply pesticides at other times. Documentation must be available.

Acceptable =
- Only the pest control operator applies pesticides.
- An employee applies pesticides and PCO documentation is available.

Critical Finding =
- Anyone other than the PCO applies pesticides without written direction to do so.

(8.2.4) Containers previously used for chemicals not used for food storage
Chemical containers may not be used for food storage, transportation or dispensing, even if the container has been washed and sanitized.

Acceptable =
- Food is stored in food grade containers that did not previously hold chemicals. No food is observed in chemical containers.

Critical Finding =
- A container that was previously used to store chemicals is now used to store food.

(8.2.5) Rodent bait is contained in a covered, tamper-resistant bait station
Open bait stations may result in the spillage of the poison being used and make it easier for pests to transport the potentially toxic bait throughout the establishment. As a result, the bait may end up on food-contact surfaces and ultimately in the food being prepared or served. To prevent this, bait stations must be tamper-resistant and properly covered.

Acceptable =
- Rodent bait is contained and protected in covered, tamper-resistant bait stations.

Critical Finding =
- Rodent bait found in open bait stations.
(8.2.6) First aid supplies and employee medication is properly labeled and stored
First aid supplies and employee medication must be clearly labeled and stored in an area where they do not pose contamination risk to food or food items. In many cases, these items are stored in the manager’s office. If the medicine needs to be refrigerated, it must be in a separate labeled container stored below food products.

Acceptable =
• First aid supplies and employee medications are labeled and stored in the manager’s office, or in another location away from food and food supplies.

Critical Finding =
• First aid supplies or employee medications are not labeled.
• First aid supplies or employee medications are stored in areas where they pose a contamination risk to food, food supplies or food contact surfaces.

Compliance with Variance and HACCP Plan

The facility must have a written variance from the health department if it performs any specialized processing methods, such as smoking* and/or curing foods, using food additives for preservation, or reduced oxygen packaging. This would apply to foods being smoked for preservation, rather than for flavor enhancement.

(9.1.1) Informational - Specialized processing methods done with a variance
This informational question will be answered if a facility performs any specialized processing methods which require a special variance from a local health department.

Yes =
• The facility performs specialized processing methods.

No =
• The facility does not perform any specialized processing.

(9.1.2) Facility is compliant with variance requirement
If a variance has been granted for any special processing, the documentation will be reviewed and observation will be made if the variance requirements are being followed. There should be 30 days of documentation at the facility to ensure that the proper requirements are followed.

Acceptable =
• The facility has sufficient documentation and follows variance requirements.

Critical Finding =
• The facility is not compliant with variance requirements.
Insects, Rodents and Animals Are Not Present

(10.1.1) No pest activity is observed
Storage areas, floor drains, and areas around doors and windows should be inspected for signs of pest activity. If you observe live or dead roaches, many flies on or in food, live or dead rodents, or multiple droppings, for example, this is a sign of activity.

Acceptable =
• You do not observe any pest activity in the facility.
• If you observe sticky traps or approved pesticides left by an exterminator, this does not indicate activity. You must actually see the insects or evidence of rodent activity to give a finding.

Critical Finding =
• One cockroach or multiple other types of insects are observed.
• Multiple flies are observed in or landing on food.
• Chewed bags, rodent droppings, or actually seeing rodents.
• If pest activity observed and manager can provide pest control documentation, please put this information in the notes. The finding will still count.

(10.1.2) Insect control devices are installed in areas to prevent contamination
Insect control devices that electrocute or stun flying insects must be properly designed to retain the insect within the device. Glue strips are also acceptable. All devices must be installed so that they do not pose a contamination hazard. They should be placed away from food prep/service areas, utensils, and other food contact surfaces so that insects or insect parts will not fall into food, packaging, utensils or equipment and food contact surfaces.

Acceptable =
• Insect control devices are designed properly and are located in areas where they do not pose a contamination hazard.

Major Finding =
• Insect control devices are not designed to retain the insect within the device.
• Insect control devices are placed in areas where dead insects may fall from the device onto food, packaging, utensils or equipment and food contact surfaces.

Health Department Insects, Rodents and Animals

(10.2.1) Pest activity is prevented through proper sealing of outer openings and the elimination of harborage conditions
The facility should be free of pest entryways such as open doors or windows, ill-fitting doors, and holes in the walls/ceiling. Look around doorways and other openings for gaps about the size of a pencil. Any gaps this size or larger can be a potential entryway for pests.

Yes =
• No gaps or openings exist.
• Doors remain closed when not in use.

No =
• Windows are open without screens. Screens are not securely in place or are damaged.
• Doors are left propped open when not in use.
• Gaps exist around entryways.
ECOSURE FOOD SAFETY WITH HEALTH DEPARTMENT EVALUATION
Section 11 – Sewage and Plumbing

Sewage Is Not Backed-Up into the Facility

(11.1.1) No sewage back-up present in facility
Stores with sewage backup should voluntarily close, as this is a major public health finding. A plumber should be contacted and necessary sanitizing of the facility should be performed before reopening.
Acceptable =
• Sewage backup is not observed.
Critical Finding =
• Sewage backup is observed and you have verified that it is not a clogged drain. Notify the manager immediately and call EcoSure.

Plumbing and Proper Backflow Devices Are Properly Installed

(11.2.1) Hot and cold water is available at the facility
All sinks must have both hot and cold water. Sinks with only cold water will not effectively clean hands or equipment/utensils, and are considered a major public health concern. Sinks with only hot water may be too hot to wash hands without scalding (≥120°F) or may prevent the 3-part sink from reaching proper temperatures. If the handwashing sink has a mixing valve, be sure to check another sink for cold water availability.
Acceptable =
• All sinks (including restrooms) have hot and cold water.
• Hot water is ≥100°F. Be sure that you run the water for an adequate period of time (1-2 min.) to come to temp. If it is initially low, return to the sink later in your evaluation to take the temperature again.
Major Finding =
• The water is not hot enough (<100°F).
• There is no cold water.

(11.2.2) Automatic faucets provide water for a minimum of 15 seconds
If the handwashing sinks have automatic faucets, they should provide a stream of water for a minimum of 15 seconds. Time the stream of water from the time it starts running until the water stream stops.
Acceptable =
• Faucet provides water for 15 seconds or more.
Major Finding =
• Faucet provides water for less than 15 seconds.
(11.2.3) **Back flow prevention is present at all sinks**

All clean water systems should be protected against the possible re-entry of contaminated water. An air gap or the appropriate backflow prevention should be installed between the plumbing fixture and the flood rim at the mop sink, 3-part sink, and ice machines. The faucet at a mop sink should have an installed backflow prevention device (i.e. vacuum breaker) to protect the fixture should an attached hose fall below the rim of the basin. The device is not needed if a hose cannot be attached, because an air gap already exists between the bottom of the faucet and the top of the sink. The hose from ice machines that flows into a floor drain should have an air gap. At sinks, we are concerned only with back-flow prevention from the faucet to the sink, not from the sink drain to the floor drain. If the food prep sink or 3-compartment sink has a spray hose, release the hose from the clip and let it hang freely to see if there is an air gap between the hose and the flood rim of the sink.

**Acceptable =**
- Backflow devices or air gaps are present at mop sink, 3-part sink, and ice machine.

**Major Finding =**
- Backflow device or air gaps are not present at mop sink, 3-part sink, and ice machine.
- The sprayer hose in the 3-part sink falls below the rim of the sink.

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**Adequate Toilet Facilities**

(11.3.1) **Minimum of one functioning toilet available in the facility**

All toilets and urinals should be operational. If a toilet/urinal does not flush, the manager should try to resolve the problem or call a plumber. Those that are not operable are marked “Out of Order.”

**Acceptable =**
- At least one stall or urinal per restroom is functional and operable.
- Those that are not functioning are marked “Out of Order”, or employees are able to correct the problem (it may have happened recently and has not been brought to their attention).

**Major Finding =**
- Any toilet or urinal does not flush completely when the handle is pushed and is not marked “Out of Order”. (Allow some time and return to restroom later to give the crew time to take action).
- All toilet plumbing in one of the washrooms is inoperable or labeled as “Out of Order” and a plunger could not fix the problem, rendering that restroom to be non-functional.
Health Department Sewage and Plumbing

(11.4.1) All plumbing in good repair
The mixing of potable and non-potable water due to plumbing that was improperly installed or poorly maintained has been connected to foodborne illness outbreaks.

Yes =
  • All plumbing is in good repair.

No =
  • Plumbing has leaks, backflow or other evidence of contamination.