



# DELICATESSEN DEPARTMENT - CLEANING & SANITISATION PROCEDURES



## DAILY ROUTINE

To be completed at the end of operation each day and more frequently if necessary.

### UTENSILS, CUTLERY & CONTAINERS

- Thoroughly wash with **CO PLUS DETERGENT** solution, a brush and clean cloth.
- Rinse with clean, warm water and allow to air dry.
- Clean regularly throughout the day, at end of trade, after being dropped on the floor or when soiled between food groups.

### SLICERS

- Throughout the day, wipe with **C2 PLUS SANITISER** solution. Do not allow scraps to build up around the slicer.
- At the end of the day's slicing, the slicer must be thoroughly cleaned.
- Switch of slicer and disconnect from power.
- Wear slash proof gloves on both hands.
- Dismantle according to the Deli operating manual. Wash machine parts in sink with **CO PLUS DETERGENT** solution.
- Rinse with clean water and allow to air dry.
- Clean machine with **CO PLUS DETERGENT** solution. Wipe over with cloth rinsed in clean water, allow to air dry.
- Clean around and under the slicer with **CO PLUS DETERGENT** solution.
- Reassemble slicer, spray with **C2 PLUS SANITISER** & leave for use the following day.

### WORK BENCHES, SCALES AND OVER WRAP MACHINES

- Clean between each task using **CO PLUS DETERGENT** solution.
- At the end of trade, clean surfaces with **CO PLUS DETERGENT** solution. Spray with **C2 PLUS SANITISER** solution. Allow to air dry. If surface has to be used subsequent to this step, dry surface with paper towel.
- Ensure the sides and underneath of benches and edges are cleaned and sanitised.

### TILED WALLS AND COOL ROOM DOORS

- Wipe down using **CO PLUS DETERGENT** solution and clean cloth.

### FLOORS

- Sweep regularly throughout the day, mop up any spills. Mop at the end of trade using **C3E DEGREASER** solution.

### POLYTHENE CUTTING BOARDS

- Scrape clean & scrub with a **CO PLUS DETERGENT** solution and rinse with clean water.
- Spary with **C2 PLUS SANITISER** solution and allow to air dry.

### THROUGHOUT THE DAY

- Throughout the day spot clean door handles, preparation surfaces with **C2 PLUS SANITISER** solution.
- If heavilv soiled. use **CO PLUS DETERGENT** solution.

### GLASS & NON-FOOD CONTACT STAINLESS STEEL SURFACES

- Spray **C4 GLASS CLEANER** onto disposable paper towel. Clean and polish surface.

### CHICKEN ROTISSERIE AND ZANUSSI OVEN

- The rotisserie and or Zanussi oven must be cleaned after the last bake of the day.
- Clean with **C3E DEGREASER** solution. Refer to cleaning and maintenance schedules regarding cleaning methods.
- Soak spits and skewers in **C3E DEGREASER** solution before washing. To remove baked on chicken and grease soak in **C3E DEGREASER** solution and wash with **CO PLUS DETERGENT** solution.

### REFUSE BINS

- Empty bins as required during the day. Empty bins into dump master.
- Take to cleaners room and clean with **CO PLUS DETERGENT** solution.
- Rinse and dry. Place a new bin liner in the bin.

### SINKS

- Sinks must be cleaned after each use.
- Spray the sink with **C2 PLUS SANITISER** solution at the end of trade.

### CHICKEN BAIN MARIE

- Switch off lights and power and allow to cool sufficiently.
- Remove any removable glass and clean with **C3E DEGREASER** solution.
- Clean inside and out with **C3E DEGREASER** solution.
- Sanitise with **C2 PLUS SANITISER** solution.
- Refer to manual for cleaning instructions.

### HAND BASINS

- Hand basins must only be used to wash hands and must not be used for food preparation procedure.
- All staff must ensure hand basins are left clean after each use.
- At the end of each days trade, spray hand basin with **C2 PLUS SANITISER** solution and wipe clean with a cloth.
- If heavily soiled, use **CO PLUS DETERGENT** solution first, rinse, then apply sanitiser.

## WEEKLY ROUTINE

### UTENSIL DRAWERS

- Remove utensils from the drawer and wash in sink with **CO PLUS DETERGENT** solution. Rinse with warm water and allow to air dry.
- Remove drawer and wash in **CO PLUS DETERGENT** solution. Rinse with warm water and allow to air dry.
- Replace drawer and utensils.

### DELICATESSEN CASE

- Remove stock from delicatessen case. Remove doors, dividers, wire grills and ticketing.
- Wash with **CO PLUS DETERGENT** solution.
- Wash inside and outside of case with **CO PLUS DETERGENT** solution. Rinse with clean water and allow to air dry.
- Spray **C4 GLASS CLEANER** onto disposable paper towel, clean inside and outside of glass.

### COOL ROOM

- Remove stock from shelving and place on trolley. Wash all shelving, walls, doors and ceiling with **CO PLUS DETERGENT** solution.
- Rinse with clean warm water and air dry. Replace stock.

### PRICE TICKETS AND SIGNAGE

- Remove all price tickets from counter area.
- Scrub thoroughly with **CO PLUS DETERGENT** solution. Rinse and air dry.
- Wipe all signage with **CO PLUS DETERGENT** solution.

### ROTISSERIE OVER CANOPY

- Spray canopy with **C3E DEGREASER** solution and allow the solution to remove baked on residue.
- Remove the residue using a clean, damp cloth.

### BUG ZAPPER

- Empty Bug Zapper trays carefully using a Safe-T-Step.

### FIRST AID CABINET

- Remove contents and spray with **C2 PLUS SANITISER** solution.
- Wipe inside and outside with a clean cloth. Replace contents.

## MONTHLY ROUTINE

### BUG ZAPPER

- Switch off power and remove plug.
- Remove the tray, take to cleaners room and scrub with **CO PLUS DETERGENT** solution.
- Rinse and air dry.
- Replace tray and switch on power ready for use.

### ICE MACHINE

- Remove filters and clean with dry brush.
- Clean inside Ice Machine with clean cloth dampened with **C2 PLUS SANITISER** solution.

### FIRE HOSES AND EXTINGUISHERS

- Wipe off all dust with **CO PLUS DETERGENT** solution.

## FOOD HANDLING

### PERSONAL HYGIENE

- A high standard of personal hygiene is essential.
- Use **EC6 HANDWASH** from the dispenser for hand washing.
- Wash hands thoroughly when re-starting work after any break. E.g meal break or when re-entering the preparation / serving area from any other part of the store.
- Always wash hands after you have handled uncooked products and before touching other foods, equipment or utensils.
- Use paper tissues instead of cloth handkerchiefs, and always wash hands afterwards.
- Cover any cuts and abrasions with the approved blue waterproof dressings available from the store first aid kit. Keep dressings clean and replace them as necessary.
- Wear approved hair coverings and wear clean uniforms and aprons.

### PROCEDURES

- Use tongs or disposable gloves when handling raw or cooked / ready to eat foods.
- Use separate utensils for raw and cooked / ready to eat foods. Do not allow contact between raw and cooked / ready to eat foods.
- Minimise the time perishable food is out of refrigeration.
- Keep hot food hot (above 60°C) and cold food cold (below 4°C or -18°C if frozen).