

HG Retail	Document No: HA03-00.DOC
<b>INDUCTION TO FOOD HANDLING</b>	REVISION: <b>A</b> Issue Date: 8/07/15
	SECTION: <b>03.0</b> PAGE: 1 OF 2
PREPARED BY: <b>Steve Newton</b>	APPROVED BY:

## **The Black Thirteen – Critical Food Safety issues**

Please place this notice in each lunchroom area and fresh food department. Get the right **culture** – regular checks **will** promote food safety and staff confidence.

1. All cold food must meet Australian cold chain standards and ANZFA standard by meeting the : “Never warmer than” rules of:
  - **Perishables to be stored never warmer than 4C**
  - **Frozen goods to be stored never warmer than -18C**
  
2. When storing foods (cold rooms, fridges) always remember golden rule:
  - **“If it leaks keep it Low” e.g. chickens, cheese, seafood’s...** This means – only store these products on the bottom shelf in your fridges so that they have less chance of contaminating cooked products and other fresh foods if they start leaking.
  
3. Always separate contaminant risks
  - **All exposed glass/ceramics aren’t permitted in prep areas**
  - **Store chemicals, potting mix, pet foods at least ONE aisle away from food and drinks**
  
4. Always **cover** the following in food preparation areas:
  - **Lights (use covers or non-breakable tubes)**
  - **Hair (must be covered with the use of hats or hairnets)**
  - **Hands (use gloves/bags/sheets/tongs when handling unpackaged foods)**
  - **Uniforms (use aprons)**
  
5. When handling Fresh Foods use the FIFO (first in first out) rule
  - **First In First Out – use day-dots or pen on receipt dates**
  - **Regular daily audits of short shelf life foods e.g. dairy**
  
6. Home deliveries must not exceed 5 km or 20 minutes without refrigeration support
  
7. Cooked chickens must be cooked to a minimum 74C in the centre
  - **Check regularly using temperature probe and record**
  
8. All hot foods must be stored with product temperature above 60C
  - **Check regularly and use temperature probe and record**
  
9. To chill any cooked foods, you must get the middle of the product to:
  - **21C in 2 hrs (and keep chilling to)**
  - **5C in the next 2 to 4 hrs**
  
10. Whole fish must be iced at all times and separated from old stock
  
11. All in store date marking meets Food Standards Code requirements

- **Legible, accurate, ingredients, clear and not false misleading**
  - **Always follow shelf life provided by manufacturer or take on full product liability**
12. Regular cleaning is the best form of Pest Control
- **If cleaning is done effectively, it produces nothing**
  - **If cleaning is not done effectively, it produces significant costs to the business.**
13. All thermometers and scales should be correctly calibrated
- **Thermometers must be accurate to +/- 1C and checked weekly**
  - **Only use correctly designed calibration procedures**
  - **Scales should be checked daily with 'certified' weights**