When present in any food handling area you must:

- Wash hands thoroughly using hot water and soap.
- Before commencing any food preparation.
- After visiting the toilet.
- After blocking a cough or sneeze into a hand.
- After scratching or rubbing hair, nose, mouth, ears or eyes.
- Cover all cuts, sores or breaks in the skin with waterproof dressing.
- Do not handle food with hands unless absolutely necessary. Use clean tongs, forks, scoops or other implements that can easily be washed.
- Wear a hair net, head cover and clean clothes at all times.
- Do not place raw flesh foods such as poultry, fish, rabbits, game or other meat in contact with other foods, especially cooked foods.
- Do not allow the same implements, containers or surfaces to be used in contact with both raw and cooked foods, under any circumstances.
- Keep cooked or perishable food either above 60°C in bain maries, ovens or below 5°C in refrigerators. Cooked food to be placed in refrigerator as soon as it cools to 60°C. Use a thermometer to check the temperature.
- Do not prepare or serve food if suffering from communicable diseases such as boils, diarrhoea or septic wounds.
- Never taste from the ladle, use a personal spoon for tasting. Never place your own spoon in food which is to be eaten by other individuals.
- Use a clean cloth, kept only for the purpose of holding or wiping food plates.

In all food handling situations, the following rules must be observed:

- All frozen food must be thawed in a refrigerator or cool room overnight. **No** frozen food is to be thawed at room temperature. If an emergency situation arises, use cold running water for thawing.
- Do not use any can of food which is leaking, corroded or “blown”.
- Ensure rotation of food stuffs being held in bain maries.
- Use no food which exhibits signs of the presence of insects or rodents.
- Use no food with objectionable odours or of odd appearance.
- Ensure that all plates and eating utensils are washed at the correct temperature.

For further information and advice on Kitchen Hygiene

Contacts
Kempsey Shire Council
22 Tozer Street, West Kempsey
Ph (02) 6566 3200 Fax (02) 6566 3205