



## Regulation Do's and Don'ts

### Do's

1. Do notify SNHD if you have an imminent health hazard.
2. Do have a designated, qualified person in charge at all times.
3. Do have an employee health policy.
4. Do wash hands frequently: after using the toilet, before starting work, after breaks, after sneezing, coughing, eating, smoking, touching hair or face, after handling raw food and dirty utensils, or after engaging in other activities that contaminate the hands.
5. Do buy foods from approved sources.
6. Do cool foods from 135°F to 70°F in two hours (or less) and then cool food from 70°F to 41°F in four hours (or less).
7. Do place food into shallow pans or trays during cooling. [NOTE: Recommended food depth no greater than 2 inches and pan depth no greater than 4 inches.]
8. Do use separate cutting boards and knives for raw meats, poultry, fish and vegetables to prevent cross contamination from raw animal products.
9. Do use food grade cutting boards and utensils.
10. Do use scoops with handles for dispensing food products and keep scoop handles above the top of food in bulk containers.
11. Do keep all equipment in good repair.
12. Do keep meats, poultry, fish, rice and other potentially hazardous foods (PHF/TCS) at 41°F (or colder) or at 135°F (or hotter). Keep frozen foods frozen solid.
13. Do provide fixed, accurate thermometers for all refrigerated and hot-holding equipment.
14. Do use a stem thermometer to routinely check food temperatures.
15. Do calibrate your thermometers regularly.
16. Do store food items covered, labeled, and dated.
17. Do provide hot and cold running water to all sinks. [Note: Hand sinks must provide water at a temperature of at least 100°F. Three compartment sinks must provide water at a temperature of at least 120°F.]
18. Do keep paper towels and soap at the hand washing sink at all times.
19. Do wash, rinse, and sanitize utensils, equipment, and food contact surfaces every 4 hours.
20. Do keep wiping cloths in a bucket of sanitizer solution and change the solution often.
21. Do use sanitizer test strips, a test kit, or other device to accurately measure sanitizer concentration at three compartment sink, in ware washing machine(s), or in sanitizer bucket(s).
22. Do wash fruits and vegetables before cutting and preparing.
23. Do store food, food containers, utensils, and single-service items (cups, plates etc.) 6 inches above the floor.
24. Do keep the facility free of rodents, insects, and other pests.
25. Do keep doors and windows closed.
26. Do have a current health card for all food handlers.
27. Do keep hair restrained with a hat or hairnet.
28. Do keep floors, walls and ceilings clean and in good repair.
29. Do keep facility free of clutter, personal items and unnecessary equipment.
30. Do keep outside garbage areas clean with trash cans and grease bins covered.



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### Don'ts

1. Don't allow employees to work with food who are experiencing: diarrhea, vomiting, jaundice, sore throat with fever, or who have infected cuts on their hands or wrists.
2. Don't allow employees to return to work who have been diagnosed with: Hepatitis A, Norovirus, *Shigella*, *E-coli* 0157:H7 or *Salmonella* Typhi until released by a physician.
3. Don't store meats, poultry, fish, rice or other potentially hazardous foods (PHF/TCS) at room temperature. All PHF/TCS must be kept at 41°F (or colder) or at 135°F (or hotter).
4. Don't thaw frozen foods at room temperature, in standing water, or in a sink next to dirty dishes.
5. Don't store raw meat, poultry, seafood, and eggs over cooked or ready-to-eat food.
6. Don't store uncovered pans of food on top of each other.
7. Don't re-serve returned foods to other customers.
8. Don't store foods in their original metal cans after opening.
9. Don't use unapproved containers or wrapping for food.
10. Don't store employee food with foods intended for sale to customers.
11. Don't store chemicals above or around foods or food contact surfaces.
12. Don't reuse chemical containers for food.
13. Don't block access to the hand washing sink.
14. Don't store anything on or inside the hand washing sink.
15. Don't rinse or prepare foods in the hand washing sink.
16. Don't use cups, bowls or plates as scoops.
17. Don't keep wiping cloths on counters.
18. Don't use wiping cloths intended for food prep areas for any other purpose. I.e. restrooms.
19. Don't reuse single use items such as cardboard boxes, plastic bags, and metal cans.
20. Don't smoke, eat, or drink in a food prep area.
21. Don't add/remove equipment or remodel your facility without approval from SNHD.
22. Don't empty mop water onto parking lots or into alleys.
23. Don't use sponges for ware washing.
24. Don't wear your apron into the restroom.
25. Don't wipe your hands on your apron or on a towel.
26. Don't store utensils wedged in-between tables, hanging inside of hoods or on oven handles.
27. Don't use broken or cracked equipment.
28. Don't cover knife handles with tape or other non-cleanable materials.