

Caterer's safety tour of the kitchen

General Information:

Any person who prepares food for consumption by others must have attended a Food Handling Information Session or completed an online course. (Fundraising eg: Sausage Sizzle is exempt although some Councils/Shires have their own regulations.

Food Storage:

Foods must be stored as intended ie: frozen food must be kept frozen until you are ready to cook or serve, fresh food should be refrigerated.

Food in the refrigerators should be stored as below:

Storage shelf life

It is very important to prevent germs from raw foods spreading to ready-to-eat foods.

- Store ready-to-eat foods such as cheese, yoghurt, cooked meats and leftovers on the middle and top shelves.
- Put raw meat, fish and poultry in sealed containers on the bottom shelf so they don't touch each other or drip onto other foods.
- Store leftovers in the fridge within two hours of cooking and eat them within three days.
- Don't eat food after its 'use by' date because it might not be safe.

Cooked meat must be cooled as quickly as possible and kept at or below 5 degrees.

All other foods must be kept away from pests.

Any food which is not eaten at the meal may be refrigerated again before 2 hours and served again, anything out of the fridge more than 2 hours must be thrown away.

Hot food should be served hot not warm and cold food should be served fridge cold.

Self serve may need a *bain marie* to keep food hot or a serving fridge or ice to keep food cold.

Equipment:

Refrigerators, dishwashers, microwaves, and other kitchen equipment must be maintained at a high standard to ensure that they are working to meet the standards required in Australia.

Chopping Boards (set of 6) should be colour coded and only used as described:

Red = Raw Red Meats

White = Dairy & Bakery

Yellow = Raw Chicken

Green = Fruit & Vegetables

Brown = Cooked Meats

Blue = Seafood

Cleanliness:

Clothes worn in the kitchen should be clean, any aprons should be changed when dirty.

Hands should be washed regularly while working in the kitchen, where possible a separate sink should be used with hand wiping on paper towel.

No sneezing or coughing while preparing food. No one with an illness should be working in the kitchen preparing food.

Any cuts or wounds should be covered with a waterproof dressing, blue in colour.

Area around the rubbish bins should be kept clean.

Rubbish bins should be tied off and disposed of regularly during the day and replaced with clean garbages.

No smoking in the kitchen.

Cleaning:

All surfaces need to be cleaned with hot water and detergent at the end of each meal.

All surfaces should then be sanitised – a wipe down with vinegar and left to air dry is excellent.

Chopping boards should be washed (preferably in a dishwasher) and sanitised with vinegar and left to air dry.

Cutlery and Crockery should be washed in a dishwasher if possible or with very hot water and detergent which is changed regularly during the wash up.

Tea Towels should only be used for wiping the dishes (not used for hands, or as a pot holders). They should be changed after each meal wash up.

Dishcloth/Chuxcloth/sponges should only be used for the dishes and not for wiping up floor spills etc. Advisable to use a separate cloth/sponge for wiping tables and benches. Should be dried in between use or kept in a vinegar solution.

Safety in the Kitchen:

Always wear closed shoes while working in the kitchen.

Handle sharp knives carefully.

Keep matches away if young children are in the venue.

Wear hair net if appropriate

Special attention to be taken when refilling the urn at the tea/coffee station. Ensure that the urn is stable and cannot tip over.

Kitchens are often hot work places and it is important to remember fluids for the team.