

PURPOSE

Food can make people ill, if it has not been prepared in a way that prevents contamination. Contamination can be from germs, chemicals, or objects. Information in this pamphlet will help you and others in your not-for-profit group prepare food that is safe to eat.

REGISTRATION

Your not-for-profit group should register with the Government Service Centre. Please fill out a registration form. This helps us:

- ▶ monitor food preparation that may impact upon the health of people in our province.
- ▶ respond to any problems or complaints that may be received.

FOOD HYGIENE

The following tips are useful for protecting food and preventing illness:

- ▶ Cook and prepare all food in one location, preferably a licenced food premises.
- ▶ All ingredients and food should be from approved sources.
- ▶ Ample refrigeration space should be provided to separate raw foods and cooked foods.

THE DANGER ZONE

Do not store any perishable foods in the danger zone between **4 °C** and **60 °C**, where bacteria can grow.

- ▶ Cold foods need to be stored at or below **4 °C (40 °F)**. (e.g., keep cold plates in refrigerator until ready to serve).
- ▶ Hot foods need to be stored at or above **60 °C (140 °F)**.
- ▶ Chill all leftovers quickly to **4 °C** or less. Shallow pans, and stirring can help speed up the chilling time.



- ▶ Cook all meats, poultry and eggs to proper internal temperatures: e.g. 85 °C for poultry, 71 °C for ground meat, and 63 °C for eggs.
- ▶ Use thermometers to check food and storage temperatures.
- ▶ Cook all roasts and poultry in one step. Avoid partial cooking on different days.
- ▶ Cook dressing outside of poultry.
- ▶ Keep cooked and ready-to-eat foods separate from raw foods, and surfaces that come into contact with raw foods.

- ▶ Sanitize surfaces after they come into contact with raw food. Use a mild bleach and water solution.
- ▶ Fruits and vegetables should be washed before being eaten.
- ▶ All prepackaged food should be labeled, naming ingredients and manufacturer.
- ▶ All food should be stored at least 15 cm (6") off the floor.
- ▶ All foods and utensils should be kept covered.
- ▶ Meals being delivered should be kept covered in hinged, Styrofoam containers, and out of the 'danger zone'. Insulated coolers or ice may be used. Deliver within 1 hour of preparation.

THAWING

Thaw frozen foods in one of these ways:

- ▶ in a refrigerator at 4° C or less
- ▶ under cold running water
- ▶ in cold water that is changed often
- ▶ in a microwave



PERSONAL HYGIENE

All food handlers must wash their hands with soap and hot water

before:

- ✓ setting tables
- ✓ preparing or serving food

and after:

- ✓ using the toilet
- ✓ smoking
- ✓ handling raw food
- ✓ cleaning & wiping tables
- ✓ sneezing and coughing

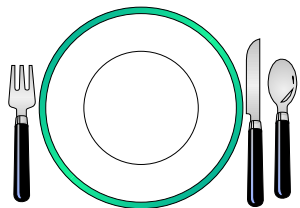


- ▶ No person should work with food if he/she has an illness which can be spread through food.
- ▶ Whenever possible use utensils to handle food.
- ▶ Wear clean clothing and a hair covering.
- ▶ Do not smoke in food preparation or storage areas.
- ▶ Keep all work areas clean.

CONSTRUCTION OF FOOD PREMISES

The location used for food preparation should be constructed with:

- ▶ **Walls, ceilings and floors** in the food preparation and storage areas made of **tight, smooth, non-absorbent, easily cleanable material** and should be kept clean at all times.
- ▶ Surfaces on which food is prepared made of a **smooth, non-absorbing material, that contains no cracks or crevices** and is easy to clean and sanitize.
- ▶ Openings to the outside screened or fitted with devices to keep out flies, insects, and rodents.
- ▶ Dishware and cutlery stored in closed cupboards.



EQUIPMENT

To safely prepare food for the public, the premises you use to prepare food should have:

- ▶ **dishwashing equipment** consisting of either a mechanical dishwasher or a sink with 2 or 3 compartments.



- ▶ **ample refrigeration space** with the ability to keep foods at or below 4 °C.
- ▶ **hand washing facilities** in the food preparation area that consist of :
 - i) a sink with hot and cold running water
 - ii) liquid soap dispenser
 - iii) paper towel dispenser
- ▶ appropriate cooking equipment
- ▶ **washroom facilities** for guests (if catering is performed on the premises).
- ▶ an adequate supply of **hot and cold running water** from a source approved by the Government Service Centre.



FOR MORE INFORMATION

If you have any questions about food safety, please contact an Environmental Health Officer at the Government Service Centre, or the regional Health and Community Services Board nearest you.

Government Service Centre Locations:

Happy Valley-Goose Bay
Corner Brook
Grand Falls-Windsor
Gander
Clarenville
Harbour Grace
St. John's

Regional Health & Community Services Board Locations:

St. John's
Holyrood
Gander
Corner Brook
St. Anthony
Happy Valley-Goose Bay



Department of Health and Community Services
Department of Government Services
Regional Health and Community Services Boards

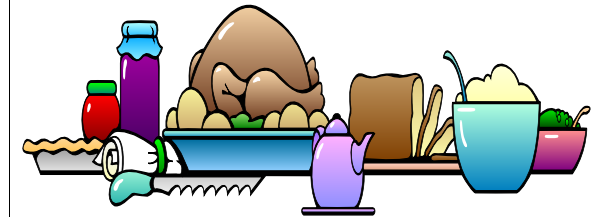
July 2004

Food Safety

HEALTH GUIDELINES

FOR THE OPERATORS OF

Not - for - Profit ORGANIZATIONS



GOVERNMENT OF
NEWFOUNDLAND AND LABRADOR