Food Safety Plan

STANDARD OPERATING PROCEDURES

Manifestations Worldwide Inc.
MANIFESTATIONS SCHOOL FOR INNOVATION & LEARNING | 3717 N CENTRAL AVENUE, TAMPA, FL 33605

Handwashing

Policy: All food production personnel will follow proper handwashing practices to ensure the safety of food served to children.

Dedicated Handwashing Station Supplies:

- Working Handwashing Sink
- Running water with warm water – (a temperature of at least 110ºF is required)
- Soap – Liquid or Powder
- Sanitized Nailbrush
- Single-use disposable paper towels
- Trash can

Procedures: All employees in school food service should wash hands using the following steps:

1. Turn on faucet and wet hands.
2. With water running, apply soap and vigorously and thoroughly wash hands, including under the fingernails, between fingers and forearms, for a minimum of 20 seconds.
3. Use a sanitary nail brush as needed to get around and under fingernails.
4. Dry hands with single-use towels.
5. Turn off faucets in a sanitary fashion using the paper towels to prevent recontamination of clean hands.

The Supervisor will:

1. Monitor staff to ensure proper procedures are being followed.
2. Train/re-train staff as needed.
3. Ensure handwashing stations are in working order and adequately supplied.

Calibration of Thermometers

Policy: Thermometers will be calibrated routinely to ensure accuracy of temperatures taken and the safety of food served to children.

Procedures: Employees or a designated employee will calibrate bimetallic stemmed thermometers on a weekly basis or more often as deemed necessary.

<u>Calibrating Thermometers – Ice-Point Method</u>

Note: The ice-point method of calibrating thermometers is recommended due to safety concerns with the boiling point method. Therefore, only the Ice-Point Method process is described here.

Steps:

1. Fill a cup with crushed ice. Add cold, clean tap water until full. Stir the mixture. For this process, the thermometer stem or probe must remain in the ice water throughout the checking and recalibration process.
2. Place the end of the clean thermometer or probe stem into the ice water so that the sensing area is submerged with the stem not touching the bottom or sides. Wait 30 seconds and read the temperature/check that the needle has stopped.
3. **For a stemmed thermometer:** if not showing 32°F (0°C), using an adjusting tool or pliers, hold the adjusting nut on a dial thermometer located under the dial/face of the thermometer, securely rotate the until the needle is on 32°F.
4. **For a probe or electronic thermometer:** Press the "Reset" button to adjust the readout.
5. Record in logbook the date and staff completing the calibration.

The Supervisor will:

1. Monitor staff completing calibration processes for correctness.
2. Review logs weekly to ensure each thermometer in use were calibrated.
3. Follow-up as necessary and train/re-train as needed.
4. Maintain Calibration Logs with HACCP/Food Safety records.

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