

HAND WASHING SOP

Standard Operating Procedures for:

Date: _____ **Reviewed with:** _____

Why	<ul style="list-style-type: none"> • Unclean hands are a major contributor to the transfer of bacteria and viruses in food operations • Cross contamination of foods and food contact surfaces result from inadequate hand washing or failure by food workers to wash hands at required times during food preparation, service, and cleaning of food equipment, dishware, and utensils. handling,
Who	All food workers involved in food operations where food is handled, prepared, or served
When	<p>Food workers shall wash their hands:</p> <ul style="list-style-type: none"> • At the beginning of their shift prior to food preparation and handling • Upon entering a food preparation area • Before putting on disposable food service gloves and when changing gloves • After using the restroom and immediately upon returning to food handling activities • After touching hair, face, or body • After eating, drinking, smoking, chewing, and blowing of the nose • After cleaning tasks or the handling of waste and garbage • After handling chemicals, cleaning agents, and pesticides • Anytime a food handlers hands may become contaminated • Immediately after engaging in activities that contaminate hands • Before handling clean equipment and utensils is preparation and ware washing areas
Where	Wash hands only at a designated hand washing sink or station that is properly supplied with soap, pressurized hot and cold water, disposable single use paper towels, and a waste container
How	<p>Follow these hand washing steps:</p> <ol style="list-style-type: none"> 1. Use warm water between 100°F and 120°F 2. Wet hands, wrists, and exposed portions of arms to elbows 3. Apply soap, may be liquid, antibacterial and should be from a dispenser 4. Vigorously scrub all areas including fingers, nails, back of hands, wrists, and arms for 20 seconds including prosthetic devices 5. Thoroughly rinse all areas with clean warm running water 6. Dry hands and arms using single use paper towels or a hot air hand drying device 7. Avoid re-contaminating hands and arms on faucets, towel dispensers, or door handles 8. Use paper towel to shut off water faucets and when touching door handles to open doors 9. Properly dispose of paper towel in a waste receptacle
Record Keeping	<p>Food workers must be initially trained on proper hand washing and be able to demonstrate the procedure to the trainer</p> <p>Employee hand wash training records should be maintained, dated, and signed</p>
Corrective Action	<p>Monitor food worker hand washing practices to ensure procedure is performed when required</p> <p>Immediately instruct workers to rewash hands when performed incorrectly</p> <p>Retrain food workers in proper hand washing as often as required</p>
Person in Charge Verifying	<p>Check the following items:</p> <ul style="list-style-type: none"> • Adequate number of sinks are conveniently located and accessible for hand washing activities • Hand wash stations are properly identified and signed • Sinks are properly supplied with soap, hot and cold water, deposable hand towels, waste receptacle

Prepared, revised, and implemented by: _____

Signature of establishment owner/operator: _____

Date: _____