

QUALITY CONTROL EVALUATION

INSPECTOR _____

STORE NUMBER _____

DATE/TIME _____

	APPROVED	NOT APPROVED	COMMENTS
STORAGE AND DISPLAY			
A. Raw product not stored above ready-to-eat foods.	<input type="checkbox"/>	<input type="checkbox"/>	
B. All foods covered, stored off the floor, code dated, rotated.	<input type="checkbox"/>	<input type="checkbox"/>	
C. Raw and ready-to-eat foods stored and displayed separately. Pork and beef combo kits for meatloaf wrapped individually. Raw and cooked seafood displayed separately. Use divider in bulk displays.	<input type="checkbox"/>	<input type="checkbox"/>	
D. Supplies/food packaging stored properly (covered, inverted, off the floor, shelving clean) and removed before prep room cleaning.	<input type="checkbox"/>	<input type="checkbox"/>	
E. Refrigeration units (coils, fins, condensate trays, fan cages) clean; coolers, cutting room, display cases.	<input type="checkbox"/>	<input type="checkbox"/>	
F. Refrigeration operating properly. Thermometers in place in each cooler and display case. Temperature records kept.	<input type="checkbox"/>	<input type="checkbox"/>	
G. Temperature of inbound refrigerated product checked. Product rapidly moved to refrigeration. Perishables not allowed to sit out unrefrigerated more than 15 minutes.	<input type="checkbox"/>	<input type="checkbox"/>	
H. Bulk seafood display ice beds built up in back to facilitate keeping food cold. No piling of product above ice.	<input type="checkbox"/>	<input type="checkbox"/>	
I. Surfaces are clean and free of dust, mold, condensate. Check shelving, walls, ceiling, floors.	<input type="checkbox"/>	<input type="checkbox"/>	
J. Ingredient labeling on packages of store made processed meats (breeding, seasoning, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
K. Safe handling label on all raw meats displayed.	<input type="checkbox"/>	<input type="checkbox"/>	
L. Manufacturer's processing and expiration label on all smoked fish.	<input type="checkbox"/>	<input type="checkbox"/>	
M. Displayed packages freshness coded according to company policy.	<input type="checkbox"/>	<input type="checkbox"/>	
N. Sampling of perishables done with proper refrigeration (iced trays) with individual servings. No common dip containers.	<input type="checkbox"/>	<input type="checkbox"/>	
O. Storage of toxins outside of department. Only approved chemicals used. Chemicals not stored with food or packaging.	<input type="checkbox"/>	<input type="checkbox"/>	
P. Lights shielded to protect against shattering into food.	<input type="checkbox"/>	<input type="checkbox"/>	
Q. All refrigerated display cases maintained below load line.	<input type="checkbox"/>	<input type="checkbox"/>	
FOOD SOURCES, HANDLING AND PREPARING RAW FOODS			
A. Ice machine for seafood and produce clean and maintained sanitary according to schedule.	<input type="checkbox"/>	<input type="checkbox"/>	
B. Mock chicken made from certified pork and labeled as such.	<input type="checkbox"/>	<input type="checkbox"/>	
C. Bone dust and scrapings disposed of properly so as not to contaminate foods.	<input type="checkbox"/>	<input type="checkbox"/>	
D. No wild game processed in Meat Department.	<input type="checkbox"/>	<input type="checkbox"/>	
E. Written recipes for store made processed foods including instructions to control hazards.	<input type="checkbox"/>	<input type="checkbox"/>	
F. Food handler hand washing adequate, use nail brush, double wash.	<input type="checkbox"/>	<input type="checkbox"/>	
G. Utensils and equipment cleaned and sanitized after contact with raw foods so as not to contaminate ready-to-eat products.	<input type="checkbox"/>	<input type="checkbox"/>	
H. Food handlers wear single use disposable gloves when handling raw items.	<input type="checkbox"/>	<input type="checkbox"/>	
I. Raw vegetables thoroughly washed/scrubbed to remove residues and microbial contamination. Garnish vegetables washed and sanitized. Vegetable ingredients in chilled deli salads blanched.	<input type="checkbox"/>	<input type="checkbox"/>	
J. Only food service quality sterilized spices used.	<input type="checkbox"/>	<input type="checkbox"/>	
K. Raw shellfish bi-valve shell stock ID tags kept on file for 90 days.	<input type="checkbox"/>	<input type="checkbox"/>	
L. Melons washed and sanitized before cutting.	<input type="checkbox"/>	<input type="checkbox"/>	
M. Grapes and berries thoroughly rinsed before cutting.	<input type="checkbox"/>	<input type="checkbox"/>	

QUALITY CONTROL EVALUATION

	APPROVED	NOT APPROVED	COMMENTS
GROUND MEAT HANDLING AND PREPARING			
A. Only meats from acceptable products list used for grinding.	<input type="checkbox"/>	<input type="checkbox"/>	
B. Trimmings stored in clean, sanitized, covered lugs. Lugs not overfilled or nested.	<input type="checkbox"/>	<input type="checkbox"/>	
C. Batch records kept daily.	<input type="checkbox"/>	<input type="checkbox"/>	
D. Grinding and mixing equipment dismantled, cleaned and sanitized daily AND between batches AND between species.	<input type="checkbox"/>	<input type="checkbox"/>	
E. Grinds produced in preferred sequence - round, chuck, beef, turkey, pork.	<input type="checkbox"/>	<input type="checkbox"/>	
F. Next day carryover packages marked down or bonus packed to sell quickly. NO REGRINDS!	<input type="checkbox"/>	<input type="checkbox"/>	
G. Knife and hand hook cleaned and sanitized daily and between batches. Also stored properly in cleanable knife rack.	<input type="checkbox"/>	<input type="checkbox"/>	
H. Tables used to prep for grinding cleaned and sanitized daily and between batches.	<input type="checkbox"/>	<input type="checkbox"/>	
I. Grinding area walls, ceiling, floor kept absolutely clean.	<input type="checkbox"/>	<input type="checkbox"/>	
J. Separate platters used for grinds and other meats.	<input type="checkbox"/>	<input type="checkbox"/>	
RECONSTITUTING OR THAWING FOODS			
A. Frozen meats thawed properly in cooler or under cold running water.	<input type="checkbox"/>	<input type="checkbox"/>	
B. No thawing at room temperature.	<input type="checkbox"/>	<input type="checkbox"/>	
HANDLING COOKED PRODUCT			
A. Contact with raw foods strictly avoided. Gloves changed.	<input type="checkbox"/>	<input type="checkbox"/>	
B. Cooked food not to be handled with same utensils and equipment used for raw foods. Food handlers use clean, sanitized serving utensils.	<input type="checkbox"/>	<input type="checkbox"/>	
C. Food handlers practice effective hand washing and gloving.	<input type="checkbox"/>	<input type="checkbox"/>	
COOLING AND STORAGE			
A. Hot foods to be chilled rapidly.	<input type="checkbox"/>	<input type="checkbox"/>	
B. Hot foods not allowed to sit out at room temperature.	<input type="checkbox"/>	<input type="checkbox"/>	
C. Cooked foods to be cooled are stored in shallow pans 4" deep uncovered. Cover after cooled.	<input type="checkbox"/>	<input type="checkbox"/>	
D. Hot foods to be cooled to 70°F within two hours, 40°F in four hours.	<input type="checkbox"/>	<input type="checkbox"/>	
E. Ingredients for salad and chilled entrees manufacturing pre-chilled.	<input type="checkbox"/>	<input type="checkbox"/>	
F. Accurate probe thermometers used to monitor cold temperatures.	<input type="checkbox"/>	<input type="checkbox"/>	
G. Temperature recordings logged and checked at minimum daily.	<input type="checkbox"/>	<input type="checkbox"/>	
H. Adequate food holding temperatures:			
Poultry	<input type="checkbox"/>	<input type="checkbox"/>	28-32°F
Meats	<input type="checkbox"/>	<input type="checkbox"/>	32-34°F
Frozen Meat	<input type="checkbox"/>	<input type="checkbox"/>	< 0°F
Seafood	<input type="checkbox"/>	<input type="checkbox"/>	32°F
Chilled, Ready-To-Eat Foods	<input type="checkbox"/>	<input type="checkbox"/>	33-36°F
Produce	<input type="checkbox"/>	<input type="checkbox"/>	33-37°F
I. Thermometers in place in all coolers and cases.	<input type="checkbox"/>	<input type="checkbox"/>	
J. Large batches of liquids such as soups should be portioned into shallow, heat-conducting, metal pans. You may add ice to soup stocks after cooking. Another method is to place the cooked food into an ice water bath and stir.	<input type="checkbox"/>	<input type="checkbox"/>	
K. Large solid foods should be cut down in size. Your facility may also have a blast chiller. These are specially designed for rapid cooling.	<input type="checkbox"/>	<input type="checkbox"/>	
L. Melons pre-chilled for 24 hours before processing.	<input type="checkbox"/>	<input type="checkbox"/>	
CLEANING AND SANITARY MAINTENANCE			
A. Evidence of frequent tabletop, knife, hand dust scraper, and mesh glove cleaning and sanitizing.	<input type="checkbox"/>	<input type="checkbox"/>	
B. Food contact surfaces kept in smooth cleanable condition.	<input type="checkbox"/>	<input type="checkbox"/>	
C. Use of only "approved" cleaning and sanitizing agents. Sanitizer concentration checked and recorded. 200 ppm for quat sanitizer.	<input type="checkbox"/>	<input type="checkbox"/>	

Safe Food Handling

Cleaning and Sanitizing

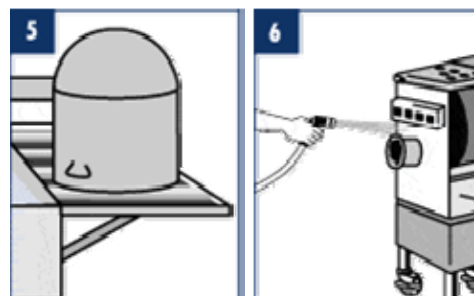
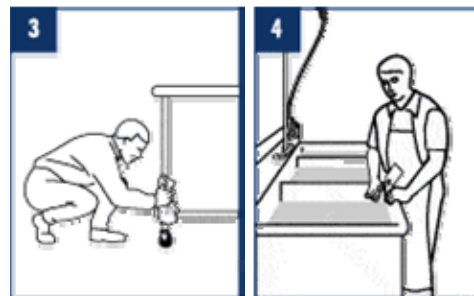
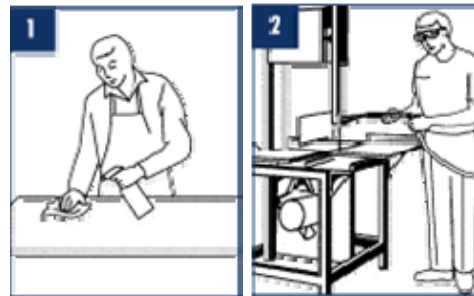
Proper cleaning and sanitizing is critical to controlling the growth of bacteria. In addition to bacteria control, proper cleaning and sanitizing also controls insect infestations, mold, fungus and odors.

Overview:

- A clean surface - one which has had all food residue removed by detergent solution and then rinsed to remove the soap residue.
- A sanitized surface - one which has been cleaned and then treated to destroy bacteria and other disease-causing germs.
- The cleaning process can leave some undesirable bacteria. To remove it requires the additional step of sanitizing.
- Keep cleaning chemicals and pesticides away from food prep areas. They should be kept in a separate, specially designated area.

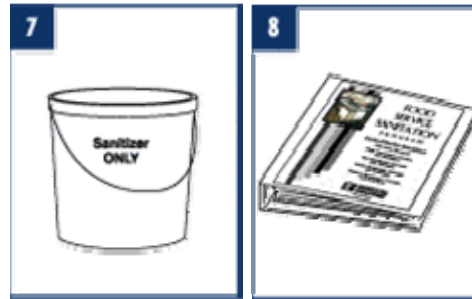
Procedure:

1. Cleaning and sanitizing must be done on a daily basis by all shifts.
2. Power equipment, such as band saws and slicers, must be disassembled and individual parts completely cleaned.
3. All food prep and cutting surfaces should be thoroughly cleaned — in, under and around the entire area.
4. Small items (utensils and containers) must go through a multiple-sink cleaning process. One sink contains hot cleaning solution, another is a clean hot water rinse and a third contains a sanitizing solution. There



may also be an additional sink for rough cleaning or scraping.

5. Always allow sanitized items to air dry. Never dry them with a towel.
6. Large machines and food preparation surfaces should be thoroughly foamed, scrubbed, rinsed and then sanitized by spraying or wiping with a cloth soaked with sanitizer solution.
7. Buckets used for cleaning must be labeled with the chemical they contain. The bucket should not be used for any other purpose.
8. A written procedures program specific to your department is available. Please consult these manuals for further information.



Safe Food Handling

Personal Practices

Food Handler Health

1. Good general health, including freedom from communicable diseases, particularly gastrointestinal disorders, is necessary.
2. Report to your store manager if you are diagnosed with, or have been exposed to, a confirmed disease outbreak caused by:
 - Salmonella
 - Shigella
 - Escherichia coli 0157:H7
 - Hepatitis A
3. Keep unauthorized persons out of food preparation areas.



Safe Food Handling

Governmental Regulations

Before ever beginning the job of cleaning your department, it is important to be aware of the requirements of various regulatory agencies pursuant to safety on the job. There are many standards which require that employees be properly trained to protect themselves from workplace hazards. It is the responsibility of management to provide that training. It is the responsibility of all department personnel, including those assigned to clean-up duties, to follow the proper procedures upon which they have been trained.

Management and work associates are advised to investigate local and state regulations which may particularly impact them. The following are some of the standards which have been established by the Federal Department of Labor:

Wage and Hour - Work of Minors

As of this writing, minors (persons under 18 years old) are forbidden to operate, dismantle, or clean power equipment.

OSHA Hazard Communication Standard

29CFR1910.1200

Employees must be trained on how to protect themselves from hazardous chemicals (material), including any cleaning chemicals used in their department clean-up routine. Included elements are:

- The HAZCOM written program
- Material safety data sheets (MSDS)
- Labels and other formats of warning
- How to protect themselves from hazardous materials
- Employee Training

OSHA Hazardous Energy - Lockout/Tagout

29CFR1910.147

Employees must be trained on the steps and checks to be undertaken when servicing or maintaining equipment powered by or containing potentially hazardous energy. Included elements are:

- Written program
- Lockout/tagout procedure

- Employee training program with periodic audits
- Applicable hardware and devices

NOTE: Electric equipment energized by simple cord and plug which can be controlled after unplugging the cord need not be locked or tagged.

OSHA Personal Protective Equipment 29CFR1910.132-136.

Employees with jobs that have hazards which could be reduced by the wearing of personal protective equipment shall wear such equipment. This equipment is to be supplied by the employer and it is the employer's responsibility to see that it is properly worn and maintained in clean condition and good repair.

It is the employer's responsibility to do a safety assessment of their workplace to determine the hazards that may be present. For example, mesh gloves should be worn when cleaning exposed slicer blades.

Training shall be provided as to:

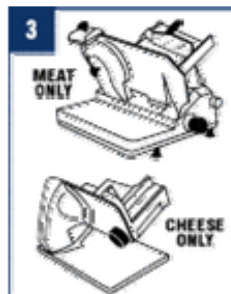
- The importance of PPE
- What type of PPE is necessary
- When to use PPE
- How to obtain a proper fit
- The limitations of PPE
- The care and maintenance of PPE

Safe Food Handling Handling and Storage

The greatest risk to quality and safety happens during food preparation and handling. It's during this time - when foods are exposed to possible temperature abuse - that contamination hazards are the greatest. Never allow foods to get cross-contaminated.

Procedure:

1. **MEAT DEPARTMENT** - always clean and sanitize between batches and between different meat species - like beef and pork. Different meat species must be stored and displayed separately. If possible, use different processing lines and equipment for different species.
2. Bulk displays of raw and ready-to-eat foods must be physically separated to prevent possible splatter cross-contamination from the raw to the cooked food.
3. **DELI DEPARTMENT** - it's important to cut cheese and meat on separate slicers. Always use separate equipment to process raw and cooked foods. Wash raw fruits and vegetables.
4. **PRODUCE DEPARTMENT** - melons should be washed, rinsed, sanitized in a pre-measured chlorine solution and air-dried before cutting. Grapes and berries need thorough rinsing before cutting.

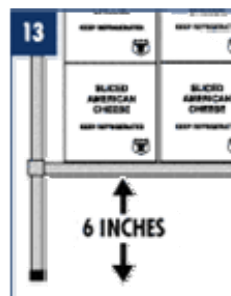
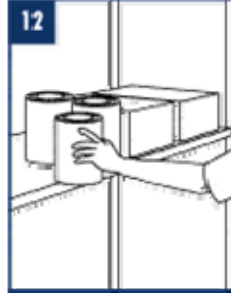


5. Regularly remove trash and recyclables to their appropriate disposal areas.
6. When thawing foods for preparation, the only safe ways to do it are in the cooler, under cold running water, in a microwave oven or as part of the cooking process.
7. Never put supply bundles or cardboard boxes on food prep surfaces.
8. Never tap knives, bowls or other utensils on the edge of waste barrels. Use only approved containers.
9. Load tray racks from top down and unload from the bottom up. This prevents the possibility of residues and foreign objects from falling onto exposed foods.
10. Food should be obtained only from reliable sources which are government inspected.
11. Inspect all incoming orders at your receiving area. Check for obvious defects, damage, cleanliness and appropriate temperatures as well as quantity or count. Report any distressed product to your supervisor.
12. Practice good housekeeping. A place for

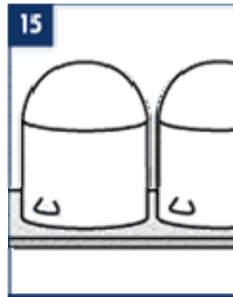


everything and everything in its place is the rule here. Orderliness helps prevent contamination and helps stop cross-contamination (i.e., one kind of food contaminating another). You'll also prevent environmental bacteria found on boxes from contaminating food.

13. Store all foods and packaging 6" off the floor at all times and away from the wall when possible.
14. Store or display raw food separately or below cooked food. Juices from raw foods could drop onto the cooked food and contaminate it.
15. Protect all packaging materials from contamination. Remember to store all clean food containers upside-down to protect the food contact surface.
16. Never mix cooked and uncooked foods together.
17. Always keep foods covered when in storage. The exception is hot food chilling.
18. Make sure everything is dated. This ensures you're always using the freshest products and makes rotation of stock easy.
19. Follow a strict shelf-life policy for chilled, ready-to-eat foods to ensure



maximum freshness.

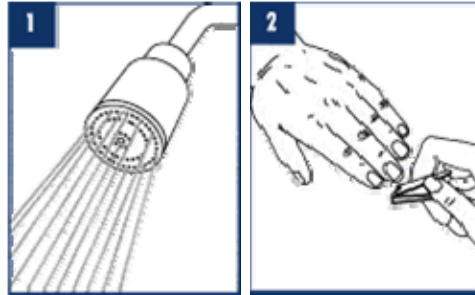


Safe Food Handling

Personal Practices

Practicing Clean Personal Habits

1. Bathe or shower daily.
2. Keep fingernails clean and trimmed.
3. Wear effective hair restraints.
4. Avoid touching hair, nose, or mouth when handling food.
5. Do not use tobacco in any form while engaged in food preparation.
6. Wear clothing and uniforms that are clean and free of soil which may contain microorganisms.
7. Direct coughs and sneezes away from food and food surfaces.
8. Only wear authorized jewelry - usually a plain wedding band or secured earrings.

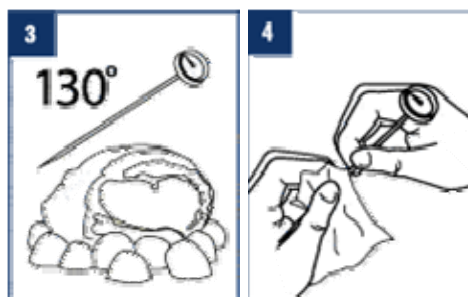
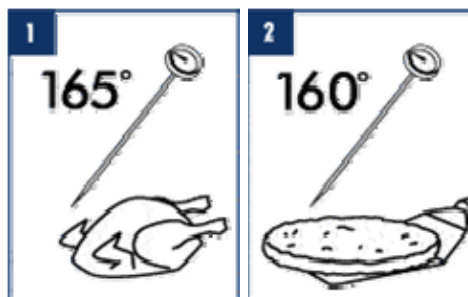


Safe Food Handling

Temperature Control

Cooking

1. Poultry cooked to minimum internal temperature of 165°F. Stuffed meats cooked to minimum internal temperature of 165°F.
2. Ground meats cooked to minimum internal temperature of 160°F.
3. Rare roast beef cooked to minimum internal temperature of 140°F for 12 minutes or 130°F for two hours and one minute (121 minutes).
4. Check food temperatures with calibrated sanitized probe thermometer(s).

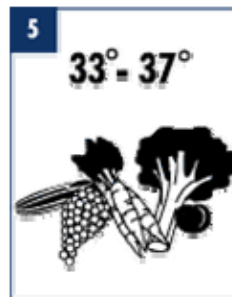


Safe Food Handling

Temperature Control

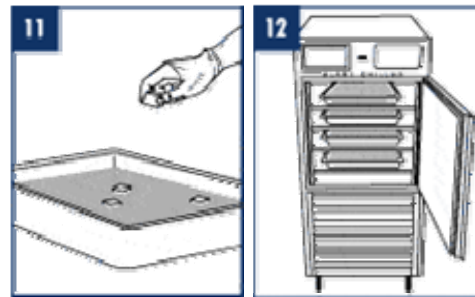
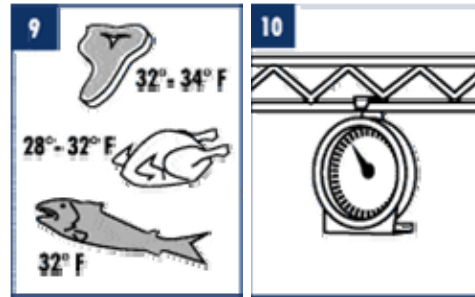
Cooling and Storage

1. Hot foods to be chilled rapidly.
2. Hot foods not allowed to sit out at room temperature.
3. Cooked foods to be cooled are stored in shallow pans 4" deep uncovered. Cover after cooled.
4. Hot foods to be cooled to 70°F within two hours, and to 41°F within an additional four hours.
5. Ingredients for salad and chilled entrees manufacturing pre-chilled.
6. Melons should be pre-chilled for 24 hours prior to cutting.
7. Accurate probe thermometers used to monitor cold temperatures.
8. Temperature recordings logged and checked at minimum daily.
9. Adequate food holding temperatures:
 - Poultry 28-32°F
 - Meats 32-34°F
 - Frozen Meat < 0°F
 - Seafood 32°F
 - Chilled, Ready-To-Eat



Foods
33-36°F
- Produce 33-37°F

10. Thermometers in place in all coolers and cases.
11. Large batches of liquids such as soups should be portioned into shallow, heat-conducting, metal pans. You may add ice to soup stocks after cooking to speed chilling. Another method is to place the cooked food into an ice water bath and stir.
12. Large solid foods should be cut down in size. Your facility may also have a blast chiller. These are specially designed for rapid cooling.

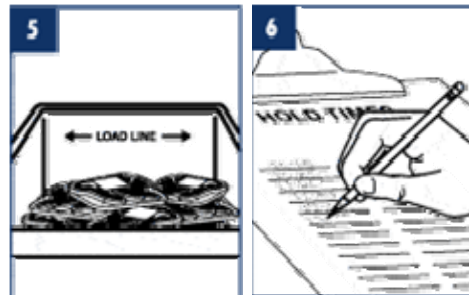
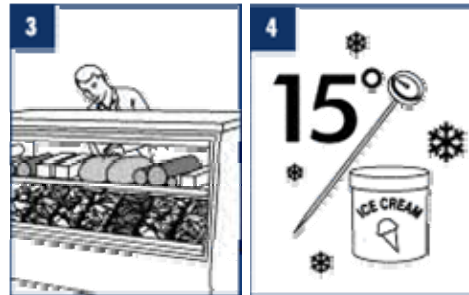
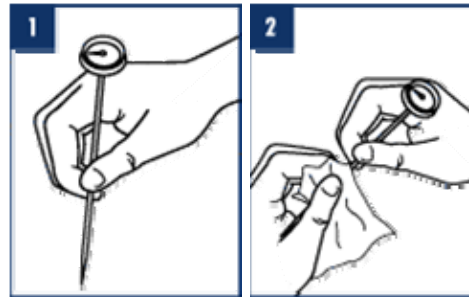


Safe Food Handling

Temperature Control

Overview

1. Check food and holding temperatures frequently.
2. Use only calibrated and sanitized thermometers.
3. Always check temperatures upon receiving shipments. And then check the temperatures often at regular intervals during storage and when it's displayed.
4. Remember to keep hot foods hot, cold foods cold and frozen foods frozen.
5. Never overload display cases. Going above the load limit line may expose the food to the danger zone.
6. Include a system that records preparation and holding temperatures on a regular basis because:
 - It's documented proof that food was prepared, chilled and held at proper temperatures.
 - It ensures safety and reduces the likelihood of a customer complaint. Check with your supervisor to confirm that a written program exists.



Safe Food Handling

Temperature Control

Reheating

1. Foods reheated to internal temperature of at least 165°F.
2. Accurate probe thermometer used to monitor hot foods.
3. Food reheated only once.

