



## Stanly County Health Department Environmental Health Division

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### ***GUIDELINES FOR RESTAURANTS AND OTHER FOODHANDLING ESTABLISHMENTS***

#### **FOOD PROTECTION:**

1. Potentially hazardous foods must be kept at 45°F or below and/or 135°F or above, except during preparation or cooling periods. Do not leave potentially hazardous foods out of refrigeration or removed from heat unless you are working directly with the food.
2. A time holding procedure may be used in place of temperature requirements for potentially hazardous foods displayed or held for immediate service if a procedure is submitted from the owner of the establishment and approved by an EHS of the Stanly Co. Health Dept.
3. Potentially hazardous foods to be cooled should be **RAPIDLY** lowered **BELOW 45°F WITHIN 6 HOURS** using any of the following methods:
  - Divide hot foods into smaller portions by transferring into shallow containers no deeper than 4 inches. Put the containers directly in the refrigerator or freezer, loosely covered to allow ventilation.
  - Store shallow containers of food in an ice bath before placing in the refrigerator/freezer.
  - Use ice as a last ingredient.

Foods cooked in large quantities such as soups, stews, broths and large cuts of cooked meat such as shoulders, roasts, prime rib, etc. should be cooled below 45°F using the **TWO STAGE COOLING METHOD:**

#### **Two stage cooling method for thick meats:**

1. Divide thick cuts of cooked meat into smaller sections and place into shallow pans. Leaving the meat un-covered, put the pans down in an ice bath OR place the pans directly under a clean fan to cool. The fan should cool the meat down to **70°F within TWO HOURS**. Check the internal temperature of the meat with a food thermometer to verify. **COOKED SHOULDER SECTIONS SHOULD BE DE-BONED AND PUT INTO SHALLOW PANS BEFORE PLACING IN AN ICE BATH OR UNDER A FAN TO ALLOW THE MEAT TO COOL DOWN RAPIDLY. NEVER PLACE COOKED SHOULDERS, ROASTS, PRIME RIB, ETC. ON THE COUNTER TO COOL.**
2. The pans should then be placed in the refrigerator/freezer. The internal temperature of the meat must reach at or below **45°F within FOUR HOURS**. Check the internal temperature of the meat with a food thermometer to verify.

**Two stage cooling method for soups, stews, sauces, and broths:**

1. Divide large pot of food into smaller containers and place containers in an ice bath. The internal temperature of the food must reach at least **70°F within 2 HOURS**.
2. The containers should then be placed in the refrigerator/freezer. The internal temperature of the food must reach at or below **45°F within FOUR HOURS**.

**DO NOT PLACE LARGE CONTAINERS OF HOT FOOD SUCH AS SOUPS, STEWS, BROTHS, ETC. IN THE REFRIGERATOR OR FREEZER TO COOL.**

4. **Potentially hazardous foods that have been cooked and then refrigerated must be reheated rapidly (within 2 hours) to heat all parts of the food to 165°F or higher before being served or before being placed in a hot holding storage unit.** Once the food is re-heated, it must be stored above 135°F until served. Use a metal-stem thermometer to verify the internal temperature. Potentially hazardous foods such as white slaw and cold deli meat sandwiches that are prepared the same day they are served, must be chilled down to 45°F or below **BEFORE** they are put out on buffets and serving lines, by chilling the food in the cooler/freezer, placing the container of food in an ice bath, or preparing and storing the food in the cooler a day in advance.
5. **Hamburger and hamburger products MUST** be cooked to an internal temperature of **155°F**. **Poultry items MUST** be cooked to an internal temperature of **165°F**. **Pork MUST** be cooked to an internal temperature of **150°F**. **Rare roast beef MUST** be cooked to an internal temperature of **130°F**.
6. A metal-stem thermometer ranging from **0°F - 220°F** must be available and used to check internal food temperatures. All thermometers must be properly calibrated regularly to maintain 2°F accuracy (see handout on thermometer calibration).
7. All refrigeration must have properly operating thermometers either mounted on the outside of the unit or hanging inside near the door to monitor the warmest part of the refrigerator.
8. Thaw foods in the refrigerator, under cold running water in a food prep sink, in the microwave or during the cooking process. **NEVER THAW AT ROOM TEMPERATURE.**
9. Any unwrapped or unenclosed food and drink on display to customers must be protected from coughs and sneezes using properly installed sneeze guards.
10. All foods stored in refrigerators and freezers must be stored in food grade containers with lids. (Tight fitting plastic wrap or foil may be used). All foods must be kept covered, except during preparation, display and serving.
11. All raw meats and eggs **MUST BE** stored below cooked foods and produce or on designated shelving in reach-in and walk-in freezers and refrigerators.
12. All fruits and vegetables must be rinsed before use in a clean, sanitized sink dedicated for this purpose to aid in removing possible chemical and bacterial contamination.
13. All food and dry storage items in stock rooms and walk-in coolers shall be stored on shelving where the bottom shelf is 12 inches from the floor. Shelving in these areas must be made of washable material.

14. Ice must be protected from the public at all times to prevent contamination. Ice used in drinks, water, tea, and coffee or in connection with the chilling or serving of salads or vegetables must be stored and handled in a sanitary manner. Ice in coolers set out for public use is prohibited.
  - Ice must be transferred with a scoop or automatic dispenser. **DO NOT USE A CUP OR A BOWL IN PLACE OF A SCOOP.** The ice scoop must be stored in the ice with handle extending out of the ice or on a clean surface.

### **EMPLOYEE REQUIREMENTS:**

1. All employees must practice good personal hygiene such as wearing clean outer clothing, using a hair restraint, and maintaining clean hands before returning to work.
  - **Employees shall wash their hands before starting work, after each visit to the toilet, and as often as necessary to remove soil and contamination.** Employees must wash their hands thoroughly using antibacterial soap and dry with single-use towels immediately before preparing food or handling clean utensils (see handout for proper hand washing procedures).
  - **Employees must wash their hands in a designated hand sink only. Hand sinks must be supplied with both hot and cold water through a combination faucet and must not be used for preparing food or washing utensils. Soap, single-use towels and a state approved hand washing sign must be located at all hand sinks.**
  - Plastic disposable gloves may be used. **Gloves shall not be re-used and shall be regularly changed as often as necessary to prevent contamination.** Gloves should only be worn while handling food and must be changed in between tasks. Employees should wash their hands with soap and towel dry each time before putting on a new pair of gloves.
  - If gloves are not worn, use clean utensils, rather than hands, when preparing food to limit the amount of bare hand contact with food.
2. No form of tobacco can be used in the kitchen area. Smoking should occur only in designated areas and employees must wash their hands before returning to work.
3. In order to prevent the transmission of disease, anyone with a contagious disease capable of being transmitted through food, or who has a wound or boil on the hands or lower arms **MUST NOT** handle food in any way unless cleared by the Stanly County Health Department, Environmental Health Division. Never work as a food handler while experiencing diarrhea, vomiting or fever.

### **EQUIPMENT AND UTENSILS:**

1. All food service equipment (new and used) must be NSF (National Sanitation Foundation) listed or equivalent.
2. All utensils and equipment must be constructed of easily cleanable material and be in good repair (no cracks, chips, rust, etc.).
3. All food contact surfaces (work tables, knives, slicers, prep sinks, etc.) must be constructed of a smooth, non-corrosive, non-toxic material such as stainless steel.
4. Shelving, tables, and counters must also be of a smooth, washable, non-absorbent surface and shall be free of crevices. Wooden shelving may be used in dry storage areas if they are sanded until smooth

and painted with a non-absorbent paint and constructed approximately 1 inch from the wall, unless it is caulked.

5. All equipment must be kept clean (inside as well as outside).
6. All utensils (plates, cups, glasses, pans, etc.) must be air dried and then stored above the floor on shelving away from areas where splashing occurs (ex. floor cleaning splatter, can wash areas, etc.). **NO TOWEL DRYING IS ALLOWED.**
7. All utensils, containers, plates, etc. should be inverted or covered when practicable or stored in clean tight cabinets.
8. Single service utensils (paper and plastic) should be purchased in sanitary containers and be stored in a clean area until used.
9. Utensils and equipment used in restaurants or food service establishments shall be handled in such a manner as to prevent contamination, and employees shall avoid handling clean surfaces that will come in contact with customer's mouths. Gloves worn for pre-washing of dirty dishes/utensils must be removed and hands must be washed in a hand sink **BEFORE** any clean dishes or utensils are handled.
10. Employees should be careful not to handle clean utensil surfaces that will come in contact with the customer's mouth.
11. Any spoons, spatulas, and dippers on serving lines or steam tables (etc.) should be stored in the food product with the handles extending out of the food.
12. All ice storage boxes or bins shall be covered and protected from contamination.
13. Water fountains must be kept clean.
14. Ice machines must be kept clean, including all parts inside the machine.

### **WAREWASHING:**

#### ***AUTOMATIC DISH MACHINE USE:***

If an automatic dish machine is used to wash, rinse, and sanitize multi-use eating and drinking utensils, it must be NSF listed. There are two types of automatic dish machines:

1. **Hot water sanitizing machines**
2. **Chemical sanitizing machines**

- **When an hot water sanitizing dish machine is used, the temperature of the water at the kitchen sink tap must be 140°F.** Temperature gauges for the wash and rinse cycles must reach the temperatures that are specified by the manufacturer. These temperature specifications are located on a data plate that is mounted on the side of the machine. The person operating the machine must make sure these temperatures are reached. **The final rinse temperature inside the machine must be a minimum 160°F.** To help verify the accuracy of the temperature gauges, a maximum-registering thermometer should be ran through the machine periodically. The machine should be run through at least two complete wash and rinse cycles before temperature readings are taken.

- **When using a chemical sanitizing machine, tap water at the kitchen sink must be 130°F.** Test strips must be available and used regularly to ensure the utensils are sanitized properly. All dish machine operators should be fully trained on how to operate the machine and how to use the test strips. The machine should be checked periodically with a test strip to verify the minimum sanitizer strength of 50 ppm.

### ***MANUAL DISHWASHING PROCEDURES IN A THREE-COMPARTMENT SINK:***

All multi-use eating and drinking utensils **MUST BE** washed, rinsed, and sanitized in a CLEAN three compartment sink after each use. The following procedure must be used:

- **WASH** with soap and water in the first compartment
- **RINSE** with clear, warm water in the middle compartment
- **SANITIZE** with chemicals OR hot water in the third compartment (see below)

There are two methods of sanitizing in the third compartment:

- 1) **Sanitizing with a booster heater that maintains a hot water temperature of 170°F or higher. \*Utensils MUST be immersed for at least 1 minute\***
- 2) **Sanitizing with the following approved chemicals (see below)**  
**\*Utensils MUST be immersed for at least 2 minutes\***
  - **For chlorine products**, a solution containing at least **50 ppm of available chlorine.**
  - **For quaternary ammonium products**, a solution containing at least **200 ppm QAC.**
  - **For iodophor products**, a solution containing at least **12.5 ppm of available iodine.**

### **SANITIZERS:**

1. Sanitizer must be made daily at the proper concentrations in a **LABELED** spray bottle or bucket and made available during all hours of operation. The Stanly Co. Environmental Health Dept. must approve the use of sanitizers other than those listed above.
2. The correct test papers (strips) must be available to test the concentration of the sanitizing solution being used. **Example:** If a chlorine sanitizer such as a bleach and water mixture is used, you must purchase chlorine test strips.

### **DUMPSTER AND CAN WASH REQUIREMENTS:**

1. Dumpster lids must be kept closed. Kitchen trash cans may be left uncovered during prep periods.
2. Trash cans and dumpsters must be in good repair and reasonably clean. A contract for cleaning of the dumpster must be maintained **OR** the dumpster must have a concrete pad with a drain that is connected to a sewer system to clean on site.
3. A can wash must be available and used to dispose of mop water and wash out trash cans and mops only. **DO NOT POUR GREASE INTO THE CAN WASH.** The can wash area must be kept clean. The can wash must be equipped with hot and cold water from a mixing device, a backflow prevention device, and a curbed, impervious pad with a drain that is connected to a sewer or to an approved septic system. **DO NOT POUR WASTEWATER ON THE GROUND.**

### **FLOORS, WALLS, AND CEILINGS:**

1. Floors, walls, and ceilings must be smooth, washable, and non-absorbent. Walls and ceilings should be light in color.
2. All floors, walls, and ceilings must be kept clean.
3. The base boarding must provide a tight seal between the floor and the wall.

### **ANIMAL AND PEST CONTROL:**

1. All exterior doors and toilet doors must be self-closing.
2. Fly fans are needed at the outside service door where stock is delivered.
3. If screen doors are used, they must be in good repair without cuts or holes and must fit the entire doorframe area.

### **LIGHTING AND VENTILATION:**

1. All rooms must provide adequate lighting (50 foot-candles if light in all food prep and dishwashing areas and at least 10 foot candles in all other areas).
2. All light bulbs must be shielded or shatter resistant in food display and preparation areas.
3. All ventilation equipment must be kept clean and in good repair (includes fans).

### **STORAGE SPACES:**

1. All toxic chemicals and cleaners must be **LABELED** and stored in a designated area away from food, utensils, linens, single service items, etc. to avoid contamination. This requirement does not apply to cleaners and sanitizers that are stored in the kitchen, as long as they are stored to prevent the contamination of food, equipment, utensils, linens, and single service items.
2. All storage spaces must be kept clean and neatly arranged for easy cleaning. This includes employee lockers.
3. All items in dry storage areas must be stored at least 12 inches above the floor. This includes outside storage buildings used to store single service items.

### **OUTSIDE PREMISES:**

1. The premises must be kept free of items which provide fly or mosquito breeding places or rodent harborages, such as spilled food and grease around dumpster area, outside storage buildings, broken equipment, cardboard boxes, etc.