



## Cleaning, Sanitizing, Chemical Storage

Cleaning and sanitation are two terms that go hand and hand. A surface must be properly cleaned before it can be sanitized. We obviously want each Hideaway Pizza to be as clean as possible, but we must clean and sanitize any surface that comes in contact with food. These guidelines will help you to understand when you should clean and sanitize a surface.

- Cleaning: is the act of removing food particles and other types of soil from a surface. Once a surface is clean it is not necessarily sanitized.
- Sanitizing: is the process of reducing the number of microorganisms on a clean surface to a safe level. A surface must be properly cleaned before it can be sanitized. At Hideaway we use a Quat sanitizer. They are non-corrosive to surfaces and remain active for short periods of time after they have dried.
  - **Clean and sanitize** food preparation surfaces after each use.
  - **Clean and sanitize** anytime you begin working with another type of food.
  - **Clean and sanitize** anytime you are interrupted during a task and the tools or items you have been working with may have become contaminated.

Cleaning Supplies storage – keep them out of sight of Guests. Use them, then put them away – this is referring to chemicals, brooms, mops, etc...

- All chemicals can be dangerous. Because of this inherent danger we need to be careful to store and handle all chemicals safely.
- If you do not know the right chemical to use on a project, ask a Manager!
- Cleaning supplies should **never be stored above food level**.
- All bottles should always be properly labeled. This includes large storage containers and small spray bottles. Ideally, the manufacturer or distributor of the chemical will provide pre-printed labels. If there are no labels for a chemical or spray bottle, inform the manager on duty. Remove the bottle from usage until it has the proper label affixed. The manager will either provide you with the appropriate label or keep & contact a chemical distributor to order more labels.

- Material Safety Data Sheets (MSDS): We keep a binder in the BOH of the MSDS sheets for all chemicals we use. These sheets are provided by the manufacturer of the chemical, listing the chemical and all its common names, its potential physical and health hazards, information about proper handling, and safety information.
- Sanitizer: A chemical used to reduce the number of microorganisms on a clean surface to a safe level. Chlorine, iodine, and quats are the three most common types of chemical sanitizers.
- Quaternary Ammonia Compounds (quats): A group of sanitizers all having the same basic chemical structure. Quats are non-corrosive to surfaces and remain active for short periods of time after they have dried. Each Hideaway Pizza restaurant uses the quat sanitizers.

**Use:** We use chemicals every day and because of this we need to use them safely. Chemicals are also expensive, so use only the correct consistency and never waste chemicals.

- **Do Not** spray cleaning chemicals near uncovered food.
- **Do Not** mix chemicals.
- **Do Not** store chemicals above food products or anything that may become contaminated.
- **Do Not** use chemicals in a closed, unventilated environment.
- **Do Not** waste chemicals. Use only enough to get the job done.

Cleaning and Sanitizing throughout your shift –

- Dirty Tables – get them cleaned and sanitized, **INCLUDING** the floor underneath. A guest should never have to sit and stare at an un-bussed table. It is un-appetizing and unprofessional. You also want to make sure every table is completely dry before it is sat. The faster it is set for the next guest; equals more money you will make.
- Expo window and all counters – keep them organized, clean, and sanitized throughout the entire shift.
- Cashier areas and Host station– keep organized, clean, and sanitized.
- Bathrooms – dirty bathrooms make guests wonder what other areas they cannot see, like the kitchen, may be dirty. Keep bathrooms clean and fresh smelling. Wipe down counters, pick up trash, and push down overflowing trashcans. If the bathroom needs more attention and you do not have time, let a manager know.
- BOH floors, cut table, refrigerated tabletops, slap window, etc...these are all areas that we must maintain throughout your shifts.