

SELF INSPECTION SHEET

Personal Hygiene

- Hand Sinks: Fully functional, properly stocked, and easily accessible. No leaks, broken handles, or used as “dump” sink (food particles indicates such use). Plenty of soap, paper towels, hot & cold water, and waste container(s). Nothing stored on or in the hand sink.
- Proper Glove Usage: Worn by all food handlers. Washing hands before/after changing the gloves. Changed frequently and after handling raw meat products.
- Drinking, Eating, Smoking, Restricted to Designated Areas: Away from food preparation surfaces. Cover drinks with lids and straws and store below food. No chewing gum.
- Employee Wellness: No signs of fever, nausea, diarrhea, and vomiting. No discharges from mouth, eyes, and nose.
- Hands, Fingers, Arms Free from Infections, Sores, etc...: Minor cuts properly covered with band aid/bandage and finger cot, changed often away from food preparation surfaces.
- Personal items stored in designated area away from food preparation/storage.
- Clean/Clothes/Hair Restraints Worn: Clean hats, hair nets, hair pulled back, ponytail, etc...

Food Temperature

- Hot holding potentially hazardous foods must be at 140 degrees Fahrenheit or higher.
- Cold potentially hazardous foods need to be held at 41 degrees Fahrenheit or below.
- Proper Cool Down of Hot Food Procedures Followed: No potentially hazardous foods left out at room temperature for extended period of time. Cool down from a temperature of 140 degrees Fahrenheit to 41 in 4 hours maximum. Recommend using active cooling methods: ice water bath, 3” rule (food stored in excess of 3 inches will not cool sufficiently), metal pans, add ice to recipe, and use ice paddles. *more than one method is highly recommended*
- *Use cooling methods to get THROUGH the danger zone and not to get TO the danger zone.**
- Approved Re-heating Method/Temperature for Hot Potentially Hazardous Foods: Re-heat to an internal temperature of 165 degrees Fahrenheit or higher within 2 hours.
- Approved Thawing Techniques: Under refrigeration, under cold running water, microwave (must be part of cooking process), and directly from the frozen state (such in the case of hamburger patties). Not under warm running water, not in standing water, or not directly sitting on the counter.
- All equipment used to hold food temperatures need to be in sufficient condition as such to hold the required temperatures.
- All refrigerators/freezers have storage thermometers.

Food/Cross Contamination

- Potentially Hazardous Food Storage: Below ready-to-eat foods. Check reach-in coolers, walk-ins, under counters, etc... PHF must be stored in a proximity that will not cause a concern for cross-contamination.
- Food Protected From Contamination: 6” off the floor, proper utensils used, preparation sinks used for no other use, and food covered at walk-in(s).
- Food properly labeled/ date marked; storage is not to exceed 7 days after date marked. “Consume” by date.
- Utensils Properly Stored in Between Uses: Dipper wells, directly in food with handle sticking up, and/or non-potentially hazardous food utensils separate from potentially hazardous food utensils.
- All canned goods free from rust, dents, swollen ends. Goods stored in bags/boxes free from rips and tears. Damaged goods discarded, stored separate from usable goods, and/or labeled “Do Not Use”.
- Chemicals Properly Stored and Labeled: Away from food, food contact surfaces, and single serve items.
- Backflow/Backsiphonage Potential; Cross-Connections; Direct Sewer Connections (lack of air gaps). Make sure the 3-compartment sinks, preparation sinks, ice machines, walk-in drain lines, etc... have a minimum of one inch air gap from the rim of the floor sink/drain to the end of the drain line or install a backsiphonage preventative mechanism.

Sanitation

- Sanitizer Concentration Levels: Chlorine (50-100 ppm), Quaternary Ammonia (manufacturer’s label instructions), and Hot Water (171 degrees Fahrenheit on food contact surface for 30 seconds). For wiping cloth solutions, manual dishwashing solutions, and dish machine’s method of sanitizing (Chemical or Hot Water). Test strips available/used.
- Correct 3 Step Method for Manual Dish Washing: Wash, Rinse, and Sanitize.
- Wiping cloths stored in sanitizing solution between uses.
- Ice machine/bins are free from mold, mildew, biofilm, etc...
- All food contact surfaces/equipment washed and sanitized at a minimum of once every 4 hours or when changing from potentially hazardous foods to non-potentially hazardous foods.
- All non-food contact surfaces cleaned to sight and touch.
- Clean Restrooms: Urinals, commodes, handles, and floors free from unsightly deposit. All bathrooms are properly stocked with supplies.
- Outside Sanitation: Dumpsters lids/doors closed when not in use, grease trap lids secure. No accumulation of debris along the perimeter of facility.

Miscellaneous

- Non-Commercial Equipment (Non-ANSI): Effective Sept. 2005 all equipment in commercial food facilities needs to be ANSI certified. You can choose to replace the equipment, remove the equipment, or apply for a variance based on the equipment's application(s).
- Ice scoop, chip scoop, lemon tongs, etc... are stored appropriately. Store in a sanitized, dry container or directly in the food with the handle sticking up away from the food.
- Damaged cutting boards/food preparation surfaces replaced, not used.
- All lighting in food preparation/storage areas protected with either light protective devices or shatter proof light bulbs.
- All sanitized food utensils stored as not to re-contaminate them. Ex: forks/spoons stored with handle sticking out, plates stored upside down, etc...
- Grease hood cleanliness maintained as to keep grease from dripping on food. All cooking equipment must be under the grease hood.
- No broken floor/ceiling tiles, missing coving, etc...
- Sufficient seal to outer air. Daylight cannot be seen shining through doors when closed. Windows, ventilation, etc... all have screens in place.

Sanitizing Solution from Marci Nevarez

Our regulations require a PPM concentration. The reason for this is because depending on the **type of bleach or chlorine solution you use** just simply mixing so many ounces to water may not create equal PPM's. **For example;** an industrial strength bleach may only take ½ a teaspoon where a household bleach may take 1-2 teaspoons to get a dilution of 100ppm. **This is why the test strips are required.** Also once bleach is opened when it took ½ a teaspoon in the beginning ***by the time you get to the bottom of the bottle it has lost some of its concentration*** so it may take 1 teaspoon. **This is why our regulations require PPM and do not give a mixture.** I am not sure why CYFD did not list the same requirements as our regulations for sanitizing of food contact surfaces. I am anticipating this will cause much confusion and violations on both CYFD inspection and NMED inspections. I would feel that our regulations are more strict and go along with the federal EPA and FDA requirements for sanitizing of food contact surfaces. **If too much chemical is used then it could leave behind a chemical residual that could get into the food. So do not use more than 200 PPM of chlorine on dishes and other food contact surfaces.**

Clorox is listed by the EPA as a pesticide and must be used according to the label.

- i. Here is what EPA states for a chlorine sanitizer: **Performance standard.** Test results must show product concentrations equivalent in activity to **50, 100, and 200 ppm of available chlorine.** (The reference standard is sodium hypochlorite.)