

Active Managerial Control Policy: Handwashing

Business Name:

Effective Date:

Next Review Date:

Why this is important: The hands are particularly important in transmitting foodborne pathogens. Food employees with dirty hands and/or fingernails may contaminate the food being prepared. Therefore, any activity which may contaminate the hands must be followed by thorough handwashing.

PROCEDURES

Who does this apply to:

[Critical Elements: Describe who is responsible for ensuring employees properly clean and maintain their hands while working in your food service establishment. Include these personnel in the development process.]

When will this be performed:

[Critical Elements: Describe when ensuring employees properly clean and maintain their hands while working is performed at your food service establishment]

Where does this take place:

[Critical Elements: Describe where ensuring employees properly clean and maintain their hands while working is performed at your food service establishment]

How is this completed:

[Critical Elements: Describe how ensuring employees properly clean and maintain their hands while working is ensured at your food service establishment. Regulations 2-301.11 thru 2-301.16; 2-302.11; 2-303.11; 2-304.11; and 3-301.11 require all employees to use clean hands while working and avoid bare hand contact with ready to eat foods]

Corrective Action:

[Critical Elements: Describe what corrective actions are taken if employees are found to not be properly cleaning and maintaining their hands while working.]

Monitoring Steps:

[Critical Elements: Describe how ensuring employees properly clean and maintain their hands while working is monitored at your food service establishment. If you use monitoring logs, describe their use here.]

TRAINING

Training of Staff:

[Critical Elements: Describe how food employees are trained on this policy and by whom. Instructions should include initial and applicable refresher training]

VERIFICATION

Verification of Policy:

[Critical Elements: Describe who is responsible for verifying the policy is being followed, how the verification process is conducted, and how adjustments are made if the policy is not working]