

Safe method:

Cleaning effectively

Effective cleaning is essential to get rid of harmful bacteria and stop them spreading.



Safety point

Follow the manufacturer's instructions on how to use cleaning chemicals.

Why?

This is important to make sure that chemicals work effectively.

If you have manufacturer's cleaning instructions for a piece of equipment, follow these.

The instructions will tell you how to clean this particular piece of equipment thoroughly.



Wash work surfaces and equipment thoroughly between tasks. Wash and disinfect them after preparing raw meat/poultry or eggs. See the 'Clear and clean as you go' safe method.

This will help prevent dirt and bacteria spreading onto other foods from the surface or equipment.



High-priority cleaning

Regularly wash/wipe and disinfect all the items people touch frequently, such as work surfaces, sinks, taps, door handles, switches and can openers.

Where possible, allow these to dry naturally at the end of each day/shift.

It is important to keep these clean to prevent dirt and bacteria being spread to people's hands and then from their hands to food or other areas.

Drying naturally helps prevent bacteria being spread back to these items on a towel/cloth used for drying.



Wash and disinfect fridges regularly at a time when they do not contain much food. Transfer food to another fridge or a safe cold area and keep it covered.

To clean a fridge thoroughly, you should take out all the food and keep it cold somewhere else. If food is left out at room temperature, bacteria could grow.



Pay special attention to how often you clean pieces of equipment that have moving parts.

These can be more difficult to clean, but it is important to clean equipment properly to stop bacteria and dirt building up.

Wash plates, dishwasher-proof utensils, equipment and removable parts in a dishwasher, if possible. If you do not have a dishwasher, wash plates, equipment etc. in hot soapy water (diluted detergent). Remove grease and any food and dirt. Then immerse them in very hot, clean water. Leave to air dry, or dry with a clean disposable cloth.

Dishwashers wash items thoroughly at a high temperature so this is a good way to clean equipment and kill bacteria (disinfect).



Other cleaning

Safety point

Items that do not touch food are not as high a priority but they should still be cleaned effectively. Examples include dry storage areas, floors and microwaves.

For equipment or areas that are hard to clean, you may wish to employ a contract cleaner.

Why?

This prevents dirt and bacteria building up in the kitchen.

Contract cleaners have special equipment and experience of more difficult cleaning.



Think twice!

When you are cleaning, remember to move food out of the way, or cover it. This is to prevent dirt, bacteria or cleaning chemicals from getting onto food.

Manage it

Fill out the cleaning schedule in the diary to show how you manage cleaning in your business. (See the 'Your cleaning schedule' safe method.)

Make sure you always have a good supply of cleaning chemicals, materials and equipment. It can be helpful to put a reminder in your diary of when you should buy more.

Why?

This is to make sure that staff know what to clean, when and how.

Staff are more likely to clean properly if the right cleaning chemicals, materials and equipment are available.

How do you do this?

Have you completed the cleaning schedule from the diary?

Yes No

If no, are you using another cleaning schedule?

Yes No

Chemicals, materials, equipment used:

What to do if things go wrong

- If you find that any item in your kitchen is not properly clean, wash and disinfect it and allow it to dry.

How to stop this happening again

- Review your cleaning schedule, including how you clean and how often.
- Make sure your cleaning chemicals, materials and equipment are suitable for the tasks you use them for and are being used correctly.
- Train staff again on this safe method.
- Improve staff supervision.



Write down what went wrong and what you did about it in your diary.

