BASIC FOOD SAFETY TRAINING MANUAL CATERING
Preface

Food Safety and Standards Authority of India (FSSAI) has set up Food Safety Training & Certification (FoSTaC) system to ensure vast and effective training to food businesses across the value chain. This system will train and certify the Food Safety Supervisor from each Food Establishment as it is envisaged to make this a regulatory requirement. This means food safety license is mandatory for tea stalls, dhabas, fruit and vegetable sellers, grocery shops, canteens, caterers, restaurants, hotels, food processors in the national Capital.

This manual has been created for very small caterers whose annual turnover is less than 12 Lakhs. This manual includes requirements on food safety, production & hygienic practices in a very simple and easy-to-understand language. It is based on the Schedule 4 requirements of FSS (Licensing & Regulation of Food Businesses) Regulation, 2011 along with the industry best practices. The manual is our small initiative to bring together the knowledge both within and outside FSSAI in basic food safety practices.

We hope that this manual serves a wider purpose than the training of the Food Safety Supervisors and help improve the production of safe food at all scales.

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CONTENTS

Part 1  INTRODUCTION TO FOOD SAFETY
Food safety & food safety hazards
Food spoilage

Part 2  LOCATION, LAYOUT & FACILITIES
Location & surroundings
Layout & design of food establishment premises
Equipment & containers
Facilities

Part 3  FOOD PRODUCTION
Receiving
Storage
Pre-Preparation
Cooking
Storing
Distribution
Serving
Waste Disposal

Part 4  PERSONAL HYGIENE

Part 5  PEST CONTROL
Pest Control
1. **LOCATION AND LAYOUT**

The establishment must be located away from the industries which emit harmful gases, odour, and chemical etc.

The ceiling roof should be strong.

The floor should be cemented or tiled.

The premise must be adequately lighted and ventilated.

A proper waste disposal system is present.

There should be adequate drainage facility.

2. **EQUIPMENT AND FIXTURES**

Equipment shall be clean, dry and free from moulds and fungi.

The equipment should be of non-corrosive material.

3. **STORAGE SYSTEMS**

Appropriate place for storage must be provided.

Raw material, food additives and ingredients must be labeled and placed separately.

4. **PERSONAL HYGIENE**

The staff shall wear clean and proper aprons, head cover, gloves & footwear.

A person shall not handle food if unwell.

Functional handwash and drying facilities must be provided.

5. **WATER SUPPLY**

Potable water should be available at all times.

The water should be tested periodically by a NABL Accredited laboratory.

6. **PEST CONTROL SYSTEM**

Control measures must be taken at all times to prevent insects and rodents contaminating the food.

7. **CONVEYANCE AND TRANSPORTATION**

The transportation vehicles must be clean and NOT carry any items apart from food.
8. OPERATIONAL FEATURES

9. DOCUMENTATION AND RECORDS

Daily records of receiving, storage, sales are to be maintained.

Good Manufacturing Practices/Good Hygienic Practices must be followed.

10. PRODUCT INFORMATION AND CONSUMER AWARENESS

The packaged food products must have all the requisite information on it.

11. TRAINING

All staff members and supervisors shall have appropriate hygiene training.
**General conditions for licensing**

All Food Business Operators shall ensure that the following conditions are complied with at all times during the course of its food business.

1. Display a Food Safety Display Boards (of appropriate size) at all times at a prominent place in the premises.

2. Employ at least one certified Food Safety Supervisor in each food premise.

3. Maintain factory’s sanitary and hygienic standards and worker’s Hygiene as specified in the Schedule-4 according to the category of food business.

4. Ensure that the source and standards of raw material used are of optimum quality.

5. Get food and water samples tested regularly for any chemical and/or microbiological contaminants. (after every 6 months)

6. The manufacturer /importer/ distributor shall buy and sell food products only from, or to, licensed/registered vendors.

7. No Food Business Operator shall sell/distribute/offer for sale/ dispatch/ deliver any product which is not packed, marked and labeled in the manner specified in the regulation.

8. Food Businesses should maintain all records for purchasing, sales, trainings, health check-ups, etc. necessary documents and provide the same at the time of inspection.
It is essential for all food handlers to be cautious and prepare food safely to prevent consumers from food borne illnesses.
Food Safety Hazards means biological, chemical or physical agent in food, or condition of food, with the potential to cause an adverse health effect. There are majorly three types of hazards.

There are three main types of food safety hazard

In catering and food service microbiological hazards are the most important.

Bacteria are very small organisms that cannot be seen without a microscope. Some types of bacteria are harmful to people and can cause food borne diseases.
Bacteria can get into the food handling areas through various modes. These are soil, human contact, waste, contaminated water, pest, raw food items such as raw meat, eggs and raw vegetables, etc.
Food spoilage means that the original nutritional value, texture, flavour of the food are damaged, the food become harmful to people and unsuitable to eat.

Major reasons for food spoilage are –

- Temperature
- Time
- Bad raw materials
- Improper processing
- Not following FIFO
- Foreign matter
- Pest
- Humidity
- Bad water
- Additives
- Improper handling
- Bad waste disposal
- Non-food grade packaging
- Non-food grade equipments
- Lack of proper drainage
- Residues of chemicals
- Improper storage
- Non-standard sanitation
- Body fluids of rodents/pest
- Improper segregation
- Illness/injury to staff
PART II

LOCATION, LAYOUT & FACILITIES

LOCATION & SURROUNDINGS

LAYOUT & DESIGN OF FOOD ESTABLISHMENT PREMISES

EQUIPMENT & CONTAINERS

FACILITIES
LOCATION & SURROUNDINGS

Location shall ideally be away from-

1. Environmentally polluted area.
2. Industrial activities that produce disagreeable odour, wastes, chemical or biological emissions etc.
3. Areas which are prone to infestations of pests.
4. Areas where industrial wastes cannot be removed effectively.
5. Residential area.
6. From filthy surrounding in a sanitary place and shall maintain over all hygienic environment.
7. Potential sources of contamination like rubbish, waste water, toilet facilities, open drains and stray animals shall be avoided.
Appropriate control measures to protect against - Curtains, bird net, screened opening

- In case there are hazards of other environment polluting industry located nearby,

*Take appropriate measures to protect the manufacturing area from any potential contamination.*
1. **The designing of premises** shall be such that there should be no cross contamination in food preparation area occur from pre and post manufacturing operations. The material movement should be done in one direction only (i.e. no backward flow), to prevent cross contamination.

2. **Floors, ceilings and walls** of the catering establishment must be made of impervious material. They should be smooth and easy to clean with no flaking paint or plaster and maintained in a sound condition to minimize accumulation of dirt, condensation & growth of moulds.
3. The **doors** in the catering establishment shall be made of smooth and non-absorbent surfaces and they shall be easy to clean and disinfectant. The doors should be fitted with automatic closing springs.

4. **Windows, doors & all other openings to outside environment** should be well screened with wire-mesh or insect-proof screen to protect the premise from pests.

5. There should be efficient **drainage system** with appropriate slope and easy to clean and where necessary disinfect and there shall be adequate provisions for disposal of refuse.
6. The surfaces of the Vending/ carts, tables, awning, benches and boxes, glass cases, etc. shall be clean, hygienic, impermeable and easy to clean (like stainless steel), and placed at least 60 to 70 cm. from above ground.

7. The vending surface which comes in contact with food or food storage utensils shall be built of solid, rust/ corrosion resistant materials and kept in clean and good condition. They shall be protected from sun, wind and dust.

8. When not in use, food vending surface shall be kept in clean place and properly protected.
Sonu : Hi Monu, I am planning to start a small restaurant. Since you own a restaurant, can you guide me with the areas that I should avoid in terms of location?

Monu : Canal Banks, near/facing dumping yard, very close to public toilets abetting, polluted garages/scrap yards are few examples of the areas that you should avoid.

Sonu : Some of my known people have dhabas/small restaurants in such areas. Now, what are the precautions they must take in order to ensure safe food?

Monu : Oh My GOD ! One should try to avoid such areas. But still some of the important considerations are;

a) Create Physical Barriers (tin sheets/tarpauline/synthetic sheets). These should be washable and sanitizable

b) Don’t allow water to stagnate near the surroundings. Ensure dryness either by creating a cement platform or laying paving stones. The purpose is to clean and sanitise them daily.

c) Have traps to catch rodents, use repulsive paints on the platform.
1. The design of equipment, containers and machinery

- Do not use utensils made up of cadmium lead, non-food grade plastic and other toxic materials for cooking and storage.
- Should permit easy cleaning to avoid accumulation of food particles and microbes.
- Should be made from stainless steel. Copper and brass utensils must have a proper lining.
- All equipment and containers shall be kept clean, washed, dried and stacked at the close of business to ensure freedom from growth of mould/ fungi and infestation.
- Containers used for storage should be closed with a lid.
- All equipment shall be placed well away from the walls to allow proper inspection.
- Store non-food items such as chemicals, etc. away for the food storage containers.
- Use hot water for washing the equipment and use stainless steel as far as possible.
Water

• Use only potable water for cooking, washing utensils and cleaning surfaces

• Transporting of drinking water (treated water like bottled water, boiled/filtered water through water purifier, etc.)

• properly covered and protected containers

• stored in clean and covered containers
Sonu: Often suppliers are bringing new models of containers and equipments that are attractive and cheap. How do I know whether they are food grade and safe for use?

Monu: It’s simple, whichever material doesn’t transfer its properties to the food say from -50°C to +150°C can be assumed as safe for food business use.
FACILITIES

The facilities required for producing and serving safe and hygienic food include, water supply, utensils and equipment cleaning facilities, raw material washing facilities, potable ice and steam facilities, personnel facilities & toilets, proper ventilation, air quality & lighting systems. The requirements are detailed as follows:

1. Continuous supply of potable water shall be ensured in the premises. Water filters maybe installed to ensure clean water supply.

   Use water filter to ensure potable water is available for food preparation, cleaning and hand washing

2. In case of intermittent water supply, adequate storage arrangement for water used in food or washing shall be made.
3. **Transporting of drinking water** (treated water like bottled water, boiled/filtered water through water purifier etc.) shall be in properly covered and protected containers and it shall be stored in clean and covered containers in a protected area away from dust and filth.

![Image of a water container with a tap](attach_a_tap_to_container_of_potable_water_to Ensure_access_to_running_water)

In case water is transported, store potable water in a clean and covered container with a tap.

4. **For Cleaning Utensils / Equipment** adequate facilities for cleaning, disinfecting shall be provided with hot and cold water facility, if required.

![Image of a sink with utensils](sink_with_utensils)
5. There should be a separate sink for washing of raw materials. The raw materials must be washed before storing.

Separate sink with potable water facility for washing raw materials
Low and High Risk Cleaning

High Risk
- Wash
- Disinfect
- Dry

Low Risk
- Wash
- Dry

Some items and areas are 'high risk' because they come into direct contact with food or hands. They need to be disinfected to kill bacteria, whereas 'low risk' items and areas do not.
Cleaning and Disinfection

1. Wash with warm water and detergent.
2. Use a disinfectant, following the instructions.
3. Dry with a clean paper towel (or air dry).

No Bacteria
Other Disinfection Methods

Heat kills bacteria, so if a cleaning method uses very hot water (e.g., a dishwashing machine) the bacteria will all be killed. This is another method of ‘disinfection’.
6. **Ice and Steam** for use in production of food shall be made of potable water. They should be handled hygienically to avoid cross contamination. The ice shall be handled using food grade plastic scoop and the ice machine shall be kept clean at all times.

7. **Personnel facilities and toilets** are of major importance as the personnels are constantly in touch with the food. Proper hand washing facilities shall be provided. The requirements of a hand washing and drying system include –

- Porcelain/Stainless Steel Wash-hand basins, preferably knee operated
- Germicidal liquid soap
- Sanitizer
- Supply of hot and/or cold water
- Wet hands drying system
- Clean and dry towels, preferably paper towel/rolls
- Covered Trash Bin, preferably pedal operated with plastic lining

Heat kills bacteria, so if a cleaning method uses very hot water (e.g. a dishwashing machine) the bacteria will all be killed. This is another method of ‘disinfection’
Also, separate adequate hygienic laboratories and changing facilities shall be provided for the personnel. The restroom and refreshments rooms shall be separate from food process and service areas to avoid personnel from having their food in restroom.

8. **Air quality and ventilation system** shall be designed and constructed so that air does not flow from contaminated areas to clean areas.

9. **Lighting** should be sufficient to the food establishment area. Lighting fixtures should be covered to prevent breakages of electrical fittings to contaminate food.
Sonu: I don’t have a concrete/permanent structure. What should I do?

Monu: Whether you have a tin sheet tarpaulin or any other synthetic material as roof or as a side wall. Please note what you should do -

a) Ensure that they are not leaking.

b) They should be washable and cleanable.

C) They should not allow pest.

d) As much as possible they should be made of non-absorbent material.

Sonu: Can I use decorative lights on my food counters?

Monu: Lighting should be bright enough and shatter proof and should not mislead the customer at the same time.

Sonu: Can you advise me on exhaust and fresh air?

Monu: Exhaust output must be in such way that the possibility of birds, rodents and other animals must be avoided. Fresh air wherever placed should not bring in pollution from outside or bring unwanted foul smell to the dining area.
Activity 2

1. Only _________ water is used for food preparation.
   a. Potable       b. Non-potable

2. We should wash, __________, dry chopping boards, knives etc.
   a. Steam        b. Disinfect     c. Clean

3. It's is preferable to use paper towels to clean knife and chopping boards. True/False.

4. We should use hot water for dishwashing. True/False.

5. Ice should be made from normal unfiltered tap water. True/False.
PART III

FOOD PRODUCTION

RECEIVING

STORAGE

CROSS CONTAMINATION

COOKING

REHEATING

CHILLING

DISTRIBUTION & SERVING WASTE DISPOSAL
RECEIVING

Received Food material may be classified in four categories as follows:

- **Perishable**
  - Eg; Eggs, Vegetables

- **Ready to eat**
  - Eg; Biscuits, Cookies

- **Frozen**
  - Eg; Ice-Cream, frozen sea-food

- **Dry Raw Material**
  - Eg; Salt, Spices etc

**Procurement of raw materials** – Ensure that the receiving area is clean.

- Check for FSSAI License number on the products
- Check the temperature of delivered food—they must be at same temperature as your storage temperature
- Use only grade A eggs, pasteurised milk products and meat from inspected source
- Do not buy/use cans that are dents and packages for leaks and tears.
- Check expiry/best before dates.
- Look for signs that frozen food has thawed and been refrozen
- Check produce for signs of spoilage, insect & dirt
- Check meat products for freshness (bright colour, no odour)
- Buy raw produce as per requirement and storage capacity to avoid food spoilage and waste.
Always check for FSSAI License no., Manufacturing Date and Best Before Date On Products.
SPECIAL FOCUS BEFORE RECEIVING

**FISH**
- Odor shall not be stale
- Body should not have wound or injury marks. The skin of fish should not break when pressed
- Ventral portion shall be clean. Eyes must be crystalline and not smudged or slimy
- Gills should be fresh when inspected preferably pink in colour

**CHICKEN**
- Mostly preferred at 700 gms to 1100 gms of weight
- Should be Pinkish Rose in colour. No Green patches in body
- Body should not have wound or injury marks. should not have excess slime formation on surface
- The bird should not smell of any medicine. When we squeeze the animal water should not come out

**MEAT**
- Identification of Gender
- No wound or injury mark on the body
- Should check for authorised Government Stamp
- Colour should not have turned black. It should be brown or pinkish brown
ACCEPT FISH AND MARINE PRODUCTS AT BELOW 5°C

ACCEPT CLEAN AND INTACT EGGS ONLY

ACCEPT POULTRY PRODUCTS AT / BELOW 5°C

ACCEPT FRESH PRODUCE WITH NO SIGNS OF SPOILAGE

CLEAN AND SANITIZED TROLLEYS FOR RECEIVING RAW MATERIAL

ACCEPT / RECEIVE PRODUCTS IN CLEAN CRATES
Activity -3

1. Receiving temperature of frozen food should be $0^\circ$ C or below. True/False

2. Receiving temperature of potentially high risk food should be at or below ......
   a. $10^\circ$ C
   b. $5^\circ$ C
   c. $7^\circ$ C
   d. $15^\circ$ C

3. Raw material or ingredient thereof shall be accepted if it is known to have -
   a. Good sanitary conditions
   b. Foreign Object
   c. Parasite
   d. Pesticide

4. Every manufacturer, distributor or dealer selling an article of food to a vendor shall give either separately or in the bill, cash memo or label a warranty in ..............
   a. Form E
   b. Form D
   c. Form B
   d. Form A

5. Packaged raw material must be checked for 'expiry date'/ 'best before'/ 'use by' date, packaging integrity and storage conditions. True/False
STORAGE OF RAW MATERIALS & FOOD

After receiving and accepting the raw material, there comes the need of storage. The storage facilities shall be designed and constructed to avoid cross-contamination during storage, permit adequate maintenance and cleaning and shall avoid pest access and accumulation. Cold Storage facility shall be provided for food that requires being stored below 5°C.

While procuring and receiving the raw material, the food handler shall ensure that -

- Frozen food must be stored at -18°C (0°F)
- Refrigerators & Refrigerated display units must be 4°C (40°F) or colder
- Dry storage areas should be from 10°C to 21°C (50°F to 70°F)
- Store raw and ready to eat/cooked food separately
- Never store raw food above ready to eat/cooked food.
- Keep food covered all the time
- Keep all foods labelled
- Rotate stock (FIFO- First in First Out and FEFO- First Expire First Out)
- Store all food 15cm(6 inches) off the floor to facilitate cleaning and deter pest.
- Keep packaging material covered to avoid contamination.
- Rejected material to be kept separately to avoid cross contamination

NOTE - Storage area should always be clean and well lighted
Product stored as per temperature requirement.

Keep your containers at least 15cm above the ground.

Vegetarian and Non Vegetarian food are packed in clean packs / containers and stored in the segregated area.
Storage of Raw Materials & Food

Separate Fridge is required for Veg and Non-Veg food

If separate refrigerator is available:

- Sequence in Veg Refrigerator – Ready to eat and salad at the top shelf, cooked vegetables at next top shelves and raw vegetables at the lower shelves.
Sequence in Non Veg Refrigerator –

Ready to eat and non-veg salad at the top shelve, cooked Non-Veg at next top shelves and raw Non-veg at the lower shelves.

**Cold Storage Temperatures -**
- Cold storage at 1 - 5°C
- Vegetables and Fruits upto 9°C
- Frozen Foods at <-18°C
- Ice Cream at <-12°C

**If separate refrigerator is not available:-**

Ready to eat and salad at the top shelve, cooked vegetables at next top shelves, Cooked Non-Veg in the next top shelves and raw food at the lower shelves.
Activity 4

1. We should check for FSSAI License No. on packaged food products. True/False.
2. FIFO is First In ________________.
3. Raw food should be stored above cooked food. True/False.
4. We should only use food grade plastic for storing food products. True/False.
5. Food containers should be kept _____ cm above floor.
   - a. 15 cm
   - b. 20 cm
PRE-PREPARATION

1. Wash all raw vegetables and fruits thoroughly in potable water.
2. All the equipment being used such as chopping boards, knives, peelers, processors etc. should be thoroughly clean.
3. Raw/ cooked food should be handled separate and separate equipment should be used.
4. Vegetarian and non-vegetarian food should be handled separately and separate equipment should be used.

Thawing of Food

Thawing is a process of defrosting the frozen food. Thawing frozen food correctly is important for keeping food safe to eat. Thawed material should be consumed (Intend is processing) immediately. Do not store back thawed material for future use and only required portion of the food should be thawed at a time. The two most common methods for thawing food -

**Thawing-In Refrigerator**
Place the frozen food in the perforated pan so that dripping should not contaminate the food. Place the perforated pan in a tray/pan so that food dripping accumulates in the tray/pan and it cannot drip on other food.

**Thawing-In Microwave Oven**
Only small portion of food should be thawed by this method. A product is deemed to be thawed when core temperature lies between 1°C to 5°C. Use thawed product immediately.
Sonu: Why should I not use wooden cutting boards?

Monu: Wooden cutting boards develop scratches in which microorganisms grow and grow. They are difficult to wash and sanitize.

Sonu: Can I use normal water for soaking or pre-processing because anyway I am going to make only hot food?

Monu: Use only safe water for soaking and pre-processing because a high load of microorganisms in pre-processing stage makes the food unsafe.

Sonu: How should I sanitize my cutting board and other areas?

Monu: Its very simple, for vegetarian contact and surface boards use 50 ppm chlorine which means 4-5 ml chlorine in 10 Litres of water. For non-vegetarian contact surfaces it is 100 ppm chlorine which means 8-10 ml of chlorine for 10 Litres of water.

Sonu: Are there any important considerations in pre-process?

Monu: Yes, whatever sieve or cloth that is used, it should be pre washed and sanitized to avoid cross-contamination.
CROSS-CONTAMINATION

Cross contamination is one of the most common causes of food poisoning. It happens when harmful germs are spread onto food from other food, surfaces, hands or equipment.

Cross contamination may occur from –

1. Food to food

DO NOT TOUCH COOKED FOOD WITH BARE HANDS

2. Hand to food

DO NOT HANDLE VEG AND NON-VEG PRODUCTS TOGETHER
3. Equipment to food

Following should be done to avoid cross – contamination

- Raw food/meat/poultry and ready-to-eat foods should be kept separate at all times.
- Hands should be thoroughly washed before switching from preparing non vegetarian products to any other activity.
- Work surfaces, chopping boards and equipment should be thoroughly cleaned (intend clean and sanitize) before the preparing of food starts and after it has been used.
- Separate chopping boards and knives for raw fruit/vegetables/meat/poultry and ready-to-eat food should be used (For ease, colour code the knives and boards).
- Raw meat/poultry below ready-to-eat food should be kept in the fridge.
- Practice hand hygiene.
- Separate fridge for raw meat/poultry should be kept.
- Staff should be made aware how to avoid cross-contamination.
Bacteria can easily spread from raw food (e.g. raw meat) onto hands, knives, chopping boards, equipment (e.g. fridges).

Hand, equipment and utensils must be thoroughly cleaned in between task.
Raw meat must be kept separate from ready to eat food products

Raw meat can spread bacteria to ready-to-eat food (e.g. salad) unless it is kept separate at all times. Bacteria can spread by contact with hands, utensils or equipment.
SEPARATE STORAGE OF RAW VEGETABLES AND NON VEGETARIAN PRODUCTS
Sonu: Often suppliers are bringing new models of containers and equipments more attractive and cheap. How do I know whether they are food grade and safe for use?

Monu: It’s simple, whichever material doesn’t transfer its properties to the food say from -50°C to +150°C can be assumed as safe for food business use.
Activity - 5

1. Handling foods after using the toilet without first properly washing hands, may lead to _______________________.
   a. pasteurization  b. sanitation
   c. cross-contamination  d. incubation

2. Cross contamination may occur from -
   a. Food to food  b. Utensils to food
   c. Food handler to food  d. Customer to food

3. Raw meat and raw vegetables may be stored together. True/False

4. As a good hygiene practise, a separate chopping board shall be used for handling raw vegetable and raw meat. True/False

5. Hands should be thoroughly washed before switching from preparing non vegetarian products to any other activity. True/False
COOKING

Since harmful contaminants can't be seen, smelled or tasted, it's important that you cook your food to a safe internal cooking temperature to avoid food poisoning. The cooking process should be adequate to eliminate and reduce hazards to an acceptable level.

- The cooking must be done to reach a minimum internal temperature of 75°C.

- The cooking of veg. & non-veg. products should be segregated to avoid contamination.

- Fresh vegetable juices salads, etc. should be extracted at the time of order and not in advance. In case storing is require, refrigerate at 5°C or below in clean container.
• Food must be kept hot to stop bacteria from growing.

• Hot-holding 65° C higher and

• Cold-holding 5° C or colder.

REMEMBER

Perishable food should not be left out more than

✓ 2 hours at room temperature 32 °C or below
✓ 1 hour when the temperature is above 32 °C
Heat kills bacteria. If food reaches a high enough temperature during cooking the bacteria will be killed. If a liquid item is boiling throughout then it has reached a safe cooking temperature.
When cooking meat, colour changes to show that safe temperature has been reached. While meat (e.g. chicken) must have changed all the way through from pink to white.
COOKING RED MEAT
When cooking mixed food items (e.g. biryani), it must be steaming hot throughout to show that a safe temperature has been reached.
- When re-heating, food must get hot enough to kill bacteria.
- It must be bubbling / steaming throughout to show that a safe temperature has been reached.
- Reheated food can be hold at 60°C or more and discard any food that is reheated and being unused.

**CHILLING**

Microorganisms grow well in the temperature danger zone, i.e. 60°C to 5°C. Within this range, temperatures between 51 °C to 21°C allow for the most rapid growth of microorganisms. For this reason food must pass through this range quickly.
The best way of chilling is using blast chillers. If special equipment is not available, food should be chilled as quickly as possible using the following methods:

**STIRRING**

**SHALLOW PANS**

**ICEBATH**

**REFRIGERATE**
HOT & COLD HOLDING OF FOOD

When hot-holding and cold-holding, food must be kept hot to stop bacteria from growing. Hot-holding equipment must be able to keep foods at a temperature of 60° C or higher and cold-holding equipment must be capable of keeping foods at a temperature of 5° C or colder.
FOOD PACKAGING

- Food packaging prevents contamination, allows food to be transported easily and extends shelf life. Packaging also provides a surface for labelling and identification of products.
- Use only food grade plastic for packaging of food.
- The packaging material should not be contaminated from physical hazard (such as dirt, hair etc), chemical hazard (such as process ink, adhesive etc.) & biological hazard (such as bacterial or fungal contamination).
- The food packaging material shall conform to all the Regulations and standards laid down under the Food Safety & Standard Act, 2006.

LET’S DISCUSS !!

Sonu: Can food become unsafe only because of packaging?

Monu: Yes,

a) If you pack in newspaper, it can contaminate the food

b) If you pack liquid stuff like hot sambhar or gravy in simple polythene covers the food becomes very unsafe.

c) If you pack food in hard boxes which are not food grade food becomes unsafe.

Ensure food is packed in food grade containers. Please also remember to print or put the sticker of time and date so that food is not consumed by customer beyond two and half hours.
1. Processed / packaged and / or ready-to-eat food shall be protected as per the required storage conditions during transportation and / or service.
2. Handling of food should be minimal. It should be ensured that utensils, crockery, cutlery and specially hands of the food handlers/seller are clean and sanitized.
3. Food must be transported in clean vehicles.
4. Food Containers must be opened only before the serving of food to children.
STIR HOT AND COLD FOOD SERVICE TO MAINTAIN TEMPERATURES

KEEP POTS AND PANS COVERED FOR HOT FOODS

FOR HOT FOODS, HEAT SERVICE CONTAINERS IN OVEN

CHILL SERVICE CONTAINERS IN REFRIGERATORS

HYGIENIC TECHNIQUES

Handling Dishes
Handling Glasses
Handling Utensils
Handling Cups
Serving Ice
RISK ASSOCIATED WITH TRANSPORTATION

In Delhi, since food is cooked at central kitchen and then distributed to various school locations.

- Additional food grade packaging materials/containers are required. When not clean, can cross contaminate the food. Should be able to withstand and maintain the desired temperature (of food) during transportation. Failing to which will increase the bacterial growth in food.

- Lack of facility in schools to reheat the food prior to serving.

- Food may get spoiled if exposed to danger zone for more than 3 hours.

- Increased ambient temperatures throughout the year adds to severity of issue.

Do's & Don’t Do’s to Ensure food safety during transportation of cooked foods

- **Timely preparation and transportation of foods** to their destinations at proper temperatures (outside of the Temperature Danger Zone of 5°C - 63°C). Maintain proper temperatures all the way to the event: hot foods above 63°C and cold foods below 5°C, till food is consumed.

- Avoid use of soiled and non insulated food carriers (food contamination, temperature abuse). Use clean delivery vehicles, clean food carriers, and thermometers to monitor hot and cold food temperatures.

- Avoid bare hands contacting ready-to-eat foods (hand and microbial contamination).

- Avoid cold foods left out for too long waiting to be transported (bacterial growth).

- Prevent cross-contamination between raw foods and ready-to-eat foods during preparation handling and transport, by using color-coded or dedicated equipment.

- Use Clean and sanitize containers throughout the preparation period and during transportation of food.

- Select central kitchen location so that transit time for food is minimised (30-40 mins max).

- Reheat the prepared food to 74°C before loading into transit vehicle, maintain above 63°C till it is served within 3 hours.

- Use of food thermometers are essential to ensure that food is transported at right temperature.

- Food samples should be tested at set frequency at NABL accredited labs.

- Throw the food which was kept in danger zone for 4 hours or more.

- Personal hygiene of cooks and helpers should be of highest degree as the MDMS food is consumed by small children with under developed immunity.
Time and temperature control during Transportation & serving

- **Time and temperature is the key** to keeping food safe.

- **Never cook food in advance.**

- **If you cook some food ahead of time, divide large portions of food into small, shallow containers for storage in the refrigerator (maintain temp between 4-6 °C).** *This will help the food cool quickly and safely.*

- **Cooked food should be stored out of danger zone and consumed within 3 hours from cooking.**

- **If temperature of food drops to less than 63 °C, food shall be thoroughly reheated to 74 °C for at least 15 sec.** *Reheating can be done only once.*

- **Serving temperature of MDMS food shall be above 63 °C.**
WASTE DISPOSAL

- Waste storage shall be kept in covered containers.
- It shall be removed at regular intervals as per local rules and regulations.
- It shall be emptied and washed daily with a disinfectant and dried before next use.
- Waste disposal area shall be located away from food processing area to avoid contamination.

Dispose Wet and Dry Food Separate
PART IV

PERSONAL HYGIENE
1. All food handlers shall wear suitable clean protective clothing, head covering, face mask, gloves and footwear.

2. All food handlers must be certified through a registered medical practitioner atleast once a year. Medical Report should come in the prescribed format as available on FSSAI website.

3. Food handlers shall always wash their hands with soap and clean potable water, disinfect their hands and then dry with hand drier or clean cloth towel or disposable paper.

4. Food handlers shall always wash their hands at the beginning of food handling activities immediately after handling raw food or any contaminated material, tools, equipment or work surface, where this could result in contamination of other food items or after using the toilet.

5. No Food handlers shall be engaged in smoking, spitting, chewing, sneezing or coughing over any food and eating in food preparation and food service areas.

6. The food handlers should trim their nails and hair periodically.

7. Food Handlers shall avoid certain hand habits such as scratching nose, running finger through hair, rubbing eyes, ears and mouth, scratching beard, scratching parts of bodies etc. When unavoidable, hands should be effectively washed before resuming work after such actions.

8. Street shoes inside the food preparation area should not be worn while handling & preparing food.

9. Food handlers should not handle soiled currency notes/cards to avoid cross contamination.
Basic requirements for personal hygiene –

Do (क्या करें)
- Hair should be properly tucked inside the cap
- No earrings or necklace/chains
- No outer pockets
- Wear neat and clean clothes
- Cover all wounds
- Nails should be short and clean
- Torn clothes should be repaired or replaced
- Wear clogs and safety shoes

Don't (क्या न करें)
- Hair coming outside the cap
- Earring and necklace/Chains
- Outer pockets and contents
- Dirty clothes
- Wrist watch/Rings
- Open and bleeding wounds
- Long and painted nails
- Torn clothes
- Bare feet/slippers
Here’s a Procedure for How to Properly Wash Hands and When to Wash Hands.

1. Wet hands
2. Soap (20 seconds)
3. Scrub backs of hands, wrists, between fingers, under fingernails.
4. Rinse
5. Paper Towel Dry
6. Turn off taps with towel

Wash hands like this:

1. Palm to palm
2. Between fingers
3. Back of hands
4. Base of thumbs
5. Back of fingers
6. Fingernails
7. Wrists
8. Rinse and wipe dry
When to wash your hands

- Before and after handling or preparing any food item
- After sneezing, coughing or scratching any part of your body
- After handling a tissue or handkerchief
- After touching your face, hair, clothes or any part of your body
- After eating, drinking and after breaks
- After smoking, chewing gum or chewing
- Employees are required to wash their hands before beginning work, before working with foods and after any activity that could contaminate the food and equipment they are working with.
- Before serving food, beverages, setting or waiting tables
- After cleaning, washing dishes or bussing tables
- Before putting gloves on, or anytime you take gloves off

General Hygiene & Health of Food Handlers

- Food handlers should not eat or taste food in the food handling area.
- Food handlers should not eat chewing gum or pan masala in the food handling area.
- Staff with cough and sneezes must not handle food, alternatively they must wear a face mask.
- Spitting is prohibited in the food handling area.
- Do not smoke.
Let’s discuss!!

Sonu: You have told so much about personal hygiene. What about gloves?

Monu: Using hand gloves is required only if you are engaged in one activity. Avoid using gloves if you are touching non-food objects and food stuffs at the same time.
PEST CONTROL

A pest is any living organism that causes damages or discomfort, or transmits or produces diseases.

The Major Pest includes –

1. Insects (Cockroaches)
2. Rodents (mice, rats, squirrels etc.)
3. Flies/birds
4. Stored product pests (Flour beetle, sawtooth grain beetle, cigarette beetle, Indian meal moth etc.).

Pests carry and spread bacteria. They must be prevented from getting into any food storage or handling area, for example by checking deliveries and removing waste regularly.

PEST CONTROL Measures

- Screen doors and windows to keep flies out
- Fill in all holes, in the premises
- Check deliveries for infestations
- Eliminate water and food sources, fix leaky faucets and do not leave water in sinks or buckets
- Rotate stock, use FIFO
- Keep garbage covered
- Get pest control done by professional agencies only.
- Never spray chemicals while food is present in the kitchen
Some of the pest control methods (4 D’s Approach)

Deny entry

Deny food

Deny shelter

Destruction
Some of the pest control methods

Food materials shall be stored in pest-proof containers stacked above the ground and away from walls.

Some of the pest control methods

- Rat cage protected by steel frame
- Glueboard for insect trapping in production
  - maintain 1.5m radius gap
- End seal for pipelines not in use
- Insectocutor used outside production area
  - maintain 3m radius gap
- Tamper resistant bait station secured onto ground
  - hook up baits
- Mesh and grit for drainage
Activity - 7

1. Signs of pest infestation are ____________________.
2. List 2 measures to control pest infestation
   a. ____________________  b. ____________________.
3. We should always get pest control done from a professional and never do it ourselves. True / False.
4. We should never spray insect repellents or any other chemicals while food is kept in the kitchen. True / False.