

Facility Name: _____

Department: _____

Policy No: _____

STANDARD OPERATING PROCEDURE

Preparing Cold Food

Policy: Temperatures of all Temperature Controlled for Safety (TCS) cold foods will be monitored during preparation to ensure quality and safety of food. All food will be prepared using SOPs based on best practices to ensure safety and sanitation. Some methods of preparation such as smoking, curing, and canning may require a waiver or authorization from local regulatory authorities. Restaurants that use these preparation methods should check with their health inspector.

Procedure: Employees preparing cold food should:

Take temperatures:

1. Wash hands.
2. Ensure TCS foods are at or below 41 F when removed from refrigeration. Use a clean and sanitize calibrated thermometer to take temperatures. Note time TCS cold foods are removed from refrigeration.

Prepare cold foods:

1. Pre-chill ingredients for food served cold (sandwiches and salads) to below 41°F before combining.
2. Work in small batches of TCS foods to minimize time exposed to temperatures above 41 F.
3. Return to cold holding after preparation.
4. Follow SOP for cleaning and sanitizing food contact surfaces.
5. If TCS foods have been above 41°F for more than two hours, return to cold holding.
6. Discard cold TCS foods after six hours if they have not been held below 41°F.

Maintain food contact surfaces:

1. When possible use color-coded cutting boards for all products. Red for raw meat, green for vegetables or fruits, and yellow for raw poultry.
2. Food contact surfaces should be smooth, easily cleaned and sanitized, and appropriate material.
3. Clean and sanitize all food contact surfaces prior to and after use following the SOP. Cleaning and sanitizing steps need to be done separately in order to be effective.

The restaurant manager will:

1. Monitor preparation procedures daily.
2. Take corrective action as necessary.
3. Follow up as needed.
4. File logs in HACCP records