



School District: \_\_\_\_\_

Department: \_\_\_\_\_

Policy No: \_\_\_\_\_

## Standard Operating Procedure

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### Manual Warewashing

**Policy:** All small wares are washed, rinsed, and sanitized after each use. The ware washing sinks will be checked prior to use to ensure chemical concentrations or sanitizing temperatures are adequate.

**Procedure:** Employees who use the warewashing sinks will be responsible for knowing how to use them properly, and document chemical concentrations and/or temperatures. Steps include:

1. Rinse, scrape, or soak all items before washing.
2. Wash items in the first sink in the detergent solution. Water temperature should be at least 110°F. Use a brush, cloth, or scrubber to loosen remaining soil. Replace detergent solution when suds are gone or water is dirty.
3. Immerse or spray-rinse items in second sink. Water temperature should be at least 110°F. Remove all traces of food and detergent. If using immersion method, replace water when it becomes cloudy or dirty.
4. Immerse items in third sink filled with hot water or a chemical-sanitizing solution. If hot water immersion is used, the water temperature must be at least 180°F. Proper personal protective equipment should be used to avoid injury. Items must be immersed for thirty (30) seconds depending on type of chemical used. If chemical sanitizing is used, the sanitizer must be mixed at the proper concentration. (Check each time solution is prepared or sink is filled with test kit.) Water must be correct temperature for the sanitizer used.
5. Air dry all items on a drainboard. Towels should not be used to dry items.

#### Proper Warewashing Sink Setup

WASH	RINSE	SANITIZE
110°F	110°F	180°F or
Soapy Water	Clear Water	Chemical Sanitizer

The unit supervisor will:

1. Verify proper use of the warewashing sinks.
2. Check logs to ensure that temperatures or chemical concentrations meet standards and are recorded daily.
3. Follow-up and train staff as necessary.

Policy last revised on: \_\_\_\_\_