



School District: _____

Department: _____

Policy No: _____

Standard Operating Procedure

Visitors in the Kitchen

Policy: Visitors in the kitchen are kept to a minimum, and when visitors are present, they must adhere to the food safety practices followed in the kitchen.

Procedure: Employees and managers must:

1. Limit the access of visitors in the food production areas.
2. Provide hair restraints for all visitors to the food production areas.
3. Ask all visitors to wash their hands following the foodservice operation's procedures.

The unit supervisor will:

1. Observe to ensure that procedures for visitors are followed.

Policy last revised on: _____