



School District: _____

Department: _____

Policy No: _____

Standard Operating Procedure

Handwashing

Policy: All food production and service personnel will follow proper handwashing practices to ensure the safety of food served to children.

Procedure: All employees in school foodservice should wash hands using the following steps:

1. Wash hands (including under the fingernails) and forearms vigorously and thoroughly with soap and warm water (a temperature of at least 100°F is required) for a period of 20 seconds.
2. Wash hands using soap from a dispenser.
3. Use a sanitary nail brush to remove dirt from under fingernails.
4. Wash between fingers thoroughly.
5. Use only hand sinks designated for that purpose. Do not wash hands in sinks in food production area.
6. Dry hands with single use towels or a mechanical hot dryer. (Retractable cloth towel dispenser systems are not recommended.) Turn off faucets in a sanitary fashion using a paper towel in order to prevent recontamination of clean hands if foot pedals are not available.

The unit supervisor will:

1. Monitor all employees to ensure that they are following proper procedures.
2. Ensure adequate supplies are available for proper handwashing.
3. Follow up as necessary.

Policy last revised on: _____