**ABC Establishment**

**1234 Street**

**King County, WA**

**HACCP Plan for Cook-Chill Special Processing without a Variance**

**Description:**

Cooking, hot bag seal then cooling of: (list products)

Complete recipes will be kept on file at establishment for review by Public Health.

**Food Flow for** **Cook-Chill Processing**

Receiving of Packaging Materials

Receiving Meat Products

Preparation Vacuum Packing

Cold Storage

Dry Storage

Cooking

Food Code Rule

Hot Bag Sealing

**CCP # 1**

Cooling

**CCP # 2**

Cold Storage

Product Labeling

for Limited Shelf-life

**CCP # 3**

Remove from Package

Heat for Service

Food Code

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**Standard Operating Procedure, (SOP)**

**Cook-Chill Processing**

To prevent foodborne illness the handling, prepping, cooking, hot seal bagging, cooling, storing, and monitoring of cook-chill products are conducted by employees who have thorough understanding of this HACCP plan and are trained in the cook-chill process.

**INSTRUCTIONS:**

* + 1. Train foodservice employees on using the procedures in this SOP.
		2. Use clean and sanitized equipment and utensils while preparing food. Refer to Cleaning and Sanitizing Food Contact Surfaces SOP
		3. Wash hands prior to preparing foods. Refer to the Personal Hygiene SOP.
		4. Separate raw food from ready to eat food by keeping them in separate containers and prevent cross contamination in storage and during preparation.
		5. Cook food products according to final cook temperatures within the Food Code.
		6. Hot Bag Seal **(CCP # 1):** Placed in a package and sealed immediately after cooking and before reaching a temperature below 135°F (57°C).
		7. Cooling **(CCP # 2):** Cooled to 41°F (5°C) in the sealed package or bag**,** meeting the following time and temperature criteria:

(a) Within two hours from 135°F (57°C) to 70°F (21°C); and

(b) Within a total of six hours from 135°F (57°C) to 41°F (5°C) or less

* + 1. Label and Cold Holding**\* (CCP # 3):** Label the product name and the date packaged. Limits for shelf life is based on the follow criteria:

(A) Cooled to 34°F (1°C) within forty-eight hours of reaching 41°F (5°C) and held at that temperature until consumed or discarded within thirty days after the date of packaging.

(B) Held at 41°F (5°C) or less for no more than seven days, at which time the food must be consumed or discarded: or

(C) Held frozen with no shelf-life restriction while frozen until consumed or used.

**\***Cold holding in a refrigeration unit that is equipped with an electronic system that continuously monitors time and temperature and is visually examined for proper operation twice daily. NOTE: FDA Food Code Annex identifies, new technology makes it possible to continuously and electronically monitor temperatures of refrigeration equipment used to hold sous vide products at 1°C (34°F) or 5°C (41°F) or less. Thermocouple data loggers can connect directly with commonly available thermocouple probes. Recording charts are also commonly used. Temperature monitors and alarm systems will activate an alarm or dialer if temperatures rise above preset limits. Nickel-sized data loggers are available to record temperatures that can be displayed using computer software.

* + 1. Cook-Chill products must be consumed on the premises or prepared and consumed off the premises but within the same business entity with no distribution or sale of the packaged product to another business entity or the consumer.

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**Thermometer Calibration Procedure**

\*You need a tip sensitive food probe thermometer to measure the temperature of a product. How to calibrate a thermometer.

To use ice-point method:

* Insert the thermometer probe into a cup of crushed ice.
* Add enough cold water to remove any air pockets that might remain.
* Allow the temperature reading to stabilize before reading temperature.
* Temperature measurement should be 32ºF (+ 2ºF). If not, adjust according to manufacturer’s instructions.

Employees will check the accuracy of the food thermometers:

* At regular intervals (at least weekly) and record finding on this Thermometer Calibration Log

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| **Thermometer Calibration Log****Instructions**: Foodservice employees will record the calibration temperature and corrective action taken, if applicable, on the Thermometer Calibration Log each a time thermometer is calibrated. The foodservice manager will review and initial the log. Record log sheets to be kept on file at least 6 months and available for review upon request by Public Health. |
| Date | ThermometerBeing Calibrated | Temperature Reading | Corrective Action\* | Initials | Manager Initials/Date |
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**\*Corrective Action:** Follow manufacture instructions on how calibrate thermometer and/or discard and obtain a new thermometer if thermometer cannot be calibrated.

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**Standard Sanitation Operating Procedure, (SSOP)**

**Cleaning and Sanitizing Food Contact Surfaces and Equipment**

Properly cleaned and sanitized food contact surfaces are critical to ensuring a safe, sanitary operation. Use of approved cleaners and sanitizers will reduce levels of pathogenic organisms to prevent cross contamination of the product.

This procedure applies to foodservice employees involved in cleaning and sanitizing food contact surfaces.

Wash, rinse, and sanitize food contact surfaces of sinks, tables, equipment, utensils, thermometers, carts, and equipment using the following procedure:

* Wash surface with detergent solution.
* Rinse surface with clean water.
* Sanitize surface using a sanitizing solution mixed at a concentration specified on the manufacturer’s label. Test the sanitizer concentration by using the appropriate test kit for the chemical.
* Place wet items in a manner to allow air drying.

Food contact surfaces of sinks, tables, equipment, utensils, thermometers, carts, and equipment shall be: washed, rinsed, and sanitized:

* Before each use.
* Between uses when preparing different types of raw animal foods, such as eggs, fish, meat, and poultry.
* Between uses when preparing ready-to-eat foods and raw animal foods, such as eggs, fish, meat, and poultry.
* Any time contamination occurs or is suspected.
* Food contact surfaces and utensils must be cleaned at least every four hours if used with potentially hazardous foods prepared in an ambient room temperature above 55°F.

**List of equipment and materials used in the process.** Equipment must meet ANSI standards, described in sections 4-1 and 4-2 of the FDA Model Food Code. Attached Specs from Manufacture.

(list company/model of equipment in use)

1. \_\_\_\_\_\_\_\_\_\_\_\_\_Hot Bag Seal Packaging Machine or Stand
2. \_\_\_\_\_\_\_\_\_\_\_\_\_Type of Bag or Pouch
3. \_\_\_\_\_\_\_\_\_\_\_\_\_Special Cooling Equipment, Blast Chiller
4. \_\_\_\_\_\_\_\_\_\_\_\_\_Type of Data Logger Recoding Thermometer for Cold Holding

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**Standard Operating Procedure, (SOP) - Personal Hygiene for Foodservice Workers**

To prevent contamination of food by foodservice employees.

* Report to work in good health, clean, and dressed in clean attire.
* Change apron when it becomes soiled.
* Wash hands properly, frequently, and at the appropriate times.
* Keep fingernails trimmed, filed, and maintained so that the edges are cleanable and not rough.
* Treat and bandage wounds and sores immediately. When hands are bandaged, single-use gloves must be worn.
* Eat, drink, use tobacco, or chew gum only in designated break areas where food or food contact surfaces may not become contaminated.

**Washing Hands** - To prevent foodborne illness by contaminated hands.

Use designated handwashing sinks for handwashing only. Provide warm running water, soap, and a means to dry hands.

Keep handwashing sinks accessible anytime employees are present. Do not use food preparation, utility, and dishwashing sinks for handwashing.

Wash hands:

* + Before starting work.
	+ During food preparation.
	+ When moving from one food preparation area to another.
	+ Before putting on or changing gloves.
	+ After using the toilet.
	+ After sneezing, coughing, or using a handkerchief or tissue.
	+ After touching hair, face, or body.
	+ After smoking, eating, drinking, or chewing gum or tobacco.
	+ After handling raw meats, poultry, or fish.
	+ After any clean up activity such as sweeping, mopping, or wiping counters.
	+ After touching dirty dishes, equipment, or utensils.
	+ After handling trash.
	+ After handling money.
	+ After any time, the hands may become contaminated.

**Restrictions/Exclusion and Notification of Sick Food Workers**

Healthy food workers are important factors in foodborne illness prevention.

Food workers must inform the Person in Charge (PIC) if they have:

* Symptoms including diarrhea, vomiting or jaundice.
* A diagnosed illness from Salmonella Typhi, Shigella, Shiga toxin-producing E. coli, or hepatitis A
* Infected, uncovered wounds.
* Sore throat with fever.

The PIC must restrict or exclude food workers with these conditions.

**Notification:**

The PIC must notify the Health Department if a food worker has jaundice or a diagnosed illness that can be transmitted through food. Also notify the Health Department if a customer calls to report they got sick.

Call: 206-296-4774

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**Standard Operating Procedure, (SOP) - Training Program for HACCP Plan**

The employer is providing training to ensure the food stays safe for the customers.

Standard Operating Procedures, commonly called SOPs, are a detailed set of instructions, steps or procedures that control the operational conditions within a food establishment, which allow for environmental conditions favorable to the production of safe food. These written procedures are often equivalent to prerequisite programs of HACCP.

The employee is receiving the training needed to work the HACCP Plan, is taking responsibility for doing the work correctly and understands what the critical limits are to reduce hazards in the food and takes corrective actions in case the critical limits have not been achieved.

The employee will stop all production activity if a situation arises where SOP’s and or the HACCP Plan cannot be maintained and will consult with a Manager, Person in Charge, (PIC) as to what corrective action steps to take.

Employee acknowledges this training was provided by being listed on a company record training log with the names of individuals who have been approved to prepare foods under this HACCP Plan.

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| **Employee Food Safety Training Record****Directions:** Use this form to record food safety training provided to employees. Maintain this record on file for review upon request by Public Health. |
| Employee Name / Date | Training Provided By | Training and Materials Reviewed  |
| *Joe Smith 1-10-2018* | *John, owner* | *HACCP plan and use of log sheets*  |
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**ABC Restaurant**

**123 Main Street**

**King County, WA**

**Cook-Chill Hot Bagging Temperature Log**

Food production lot is packaged and sealed immediately after cooking and before reaching a temperature below 135°F.

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| --- | --- | --- | --- | --- | --- |
| Date | Food Production Lot | Final Bagged Product Temperature °F | Corrective Action Taken\* | Initials | Manager Verification |
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**\*CORRECTIVE ACTION**

Product below 135°F will be reheated to 165F for 15 seconds and then restart hot bagging process.

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**Cook-Chill Cooling Temperature Log**

FDA Food Code, proper cooling of hot food from: 135ºF to 70ºF within 2 hours and within a total of six hours from 135°F to 41°F or less.

Record corrective actions, if applicable.

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Date | Food Item | **Start Time**Temp (135ºF) | **At 2 Hours**Time / Temp | **At 6 Hours**Time / Temp | Corrective Action Taken\* | Initials | Manager Verification |
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**\*CORRECTIVE ACTION**

**Reheat** cooked, hot food to 165 ºF for 15 seconds and start the cooling process again using a different cooling method when the food is: