



Fact Sheet

Department of Public Health and Environment
14949 62nd Street North • PO Box 6 • Stillwater MN 55082-0006
651-430-6655 • TTY 651-430-6246
Equal Employment Opportunity/Affirmative Action

FOOD ESTABLISHMENT GUIDELINES

Post These Guidelines Where Visible To All Employees

The licensee is responsible for informing each employee about these guidelines and ensuring that all employees follow these rules.

1. **WASH YOUR HANDS OFTEN AND THOROUGHLY WITH SOAP, WARM WATER AND A FINGERNAIL BRUSH. DRY YOUR HANDS WITH A PAPER TOWEL.**
2. Keep cold potentially hazardous foods* at **41°F** or colder.
3. Keep hot potentially hazardous foods* at **140°F** or hotter.
4. **Reheat** all foods to **165°F** or hotter.
5. Cool all potentially hazardous foods* from **140°F** to **70°F** with in 2 hours and **70°F** to **41°F** with in **4 hours**.
6. Do not cool or store potentially hazardous foods* at room temperature.
7. Do not thaw potentially hazardous foods* at room temperature.
8. Check refrigeration temperatures **before and after** each meal period. Keep a written record of the temperatures.
9. Check food temperatures **frequently** with an accurate stem thermometer or thermocouple.
10. Calibrate temperature measuring devices in ice water (32°F) and boiling water (212°F). **Calibrate them at least once per month.**
11. **Never** store fruits, vegetables, cooked foods or prepared foods under raw meat to prevent cross-contamination.
12. **Wash and sanitize** cutting boards, knives and other utensils with a sanitizing solution after each use to prevent cross-contamination.
13. Keep a fresh supply of sanitizer solution available. **Use it often.** Use test strips to check sanitizer concentration. Keep a written record of the concentrations.
14. Keep all chemicals (including detergents and sanitizers) **away from food and utensils** where they cannot leak, spill or splash on these items. **Label** all chemical containers as to contents.
15. Keep all food and **utensils at least 6 inches above the floor** to help with cleaning and prevent insect problems.
16. All employees (including managers) who work in the food prep or dishwashing areas **must wear a hat, cap or hairnet when on duty.**
17. **DO NOT SMOKE, EAT DRINK OR CHEW GUM IN THE FOOD PREPARATION AREA. Wash your hands after you smoke, eat, drink or use the toilet room.**

***Potentially hazardous foods** include meat, fish, seafood, poultry, eggs, milk, other dairy products, cooked rice, raw seed sprouts, garlic and oil mixtures, cut melons or any food containing any of these items.