

Hygiene and sanitation guidelines in effect at the Breakfast Club

In accordance with MAPAQ standards, as described in the Guide des bonnes pratiques d'hygiène et desalubrité alimentaires.

Food safety

- Check the expire date of food and make sure to rotate it properly.
- Remove food from shipping boxes* before placing it in the refrigerator.
- Food should not touch the inside walls of the refrigerator to allow air to circulate.
- Take out refrigerated food no more than 5 minutes before serving.
- Wash all fruits and vegetables before cutting and serving.
- Keep boxes of non-perishable food at least 10 cm off the floor.
- Check the temperature of the equipment regularly:
 - **Refrigerator: maintain between 0°C et 4°C** and keep the temperature log up to date
 - **Freezer: maintain at -18°C**

Good practices :

- Make sure that your prep area has a sink with running water, a soap dispenser and paper towels. If not directly in the workspace, these must be very close by for easy and frequent hand washing.
- Remove all visible jewelry (rings, watches, earrings, etc.) Medical bracelets and medical necklaces may be kept on if they are covered by the apron or hidden underneath clothing.
- Put a hair net and/or beard net to entirely cover the hair for the preparation and service.
- Wear a clean apron for preparation and service.
- Wash your hands upon arrival and whenever there is a risk of food contamination.
- Post the Clean at Your Fingertips! poster near the sink(s) used.

MAPAQ recommends working with clean, bare hands.

- Gloves can be used *only* if there is a cut, bandage, or nail polish or if you have a ring that cannot be removed.
- Discard gloves after use and whenever there is a risk of contamination to food. Never wash gloves.
- Never wear gloves when using the toaster

Avoid contamination *(See details on the use of cleaning products)*

- Change or wash and sanitize knives and cutting boards between foods.
- Clean tables and work surfaces with diluted sanitizer before and after preparation.
- Clean trays every day with diluted sanitizer.
- Use one pair of tongs per food category.
- Do not eat during preparation and service. This increases the risk of contamination.
- Wash your hands again after handling eggshells. **There is an important risk of contamination.**
- Ensure proper Management of food allergies and intolerances.

Cleaning and sanitizing

The washing of dishes and small equipment must be done according to the following 4 steps:

1. **Prewash:** rinse to remove food particles
2. **Wash:** fill a tub with hot water and add an appropriate detergent** (*water should be 77°C*)
3. **Rinse:** fill a tub with clear, warm water (*at least 44°C*)
4. **Sanitize:** fill a tub with hot water (*77°C*) and concentrated sanitizer**; soak the dishes for 30 seconds, remove and let dry. *Wear safety glasses when handling the concentrated sanitizer.*

If a dishwasher is used, the water *temperature should be 82°C*, the soap must contain chlorine and must be supplied by the school. Dishes must be removed the same day.

- Dish cloths and rags should be washed after each use.
- Once a week, wash trays according to the 4 steps.
- All aprons must be washed at least once a week.
- Keep all equipment (refrigerator, freezer, toaster, etc.) clean and in good condition.
- Change the water in the warmer every week.

Caution: Vinegar and lemon juice are not permitted by MAPAQ in place of the sanitizer, as they do not eliminate all bacteria.

Details on the use of cleaning products:

In order to respect MAPAQ* standards, only cleaning and sanitizing products approved for food use must be used in breakfast clubs.

**Cleaning and sanitizing products must meet the standards set out in the Food and Drugs Act (R.S.C., 1985, c. F-27) or be listed on the Canadian Food Inspection Agency's Reference Listing of Accepted Construction Materials, Packaging Materials and Non-Food Chemical Products.*

- **Cleaning products:**

Detergent and sanitizer must be in containers that identify them (either the original containers or containers clearly marked with the product name, ex. (*Concentrated Sanitizer*)).

All these products should be locked and stored out of the reach of children to ensure their safety. The Material Safety Data Sheet should be glued to the cabinet where they are stored.

- **Concentrated sanitizer:**

Must be diluted (**2 ml of sanitizer per liter of water**) before use. Once diluted, the product **loses all effectiveness after 24 hours**. Any diluted solution should be discarded after this period.

Why MAPAQ recommends certain products and practices?

**Transport boxes should not be placed in refrigerators as they may have become soiled during transport. Food should be removed from the shipping container before placing in the refrigerator to ensure safety.*

*** Products approved for food use can eliminate bacteria and microbes from many sources, reducing the risk of contamination and even outbreaks.*

GENERAL INFORMATION

FOOD INSPECTION (MAPAQ)

The following information is adapted from the MAPAQ website: www.mapaq.gouv.qc.ca

Ministère de l'Agriculture, des Pêcheries et de l'Alimentation du Québec (MAPAQ) influences and supports the sustainable development of the Quebec food industry:

- The ministry's work covers production, processing, commercialization, and consumption of agricultural, marine and food products.
- The ministry plays an important role with regards to research and development, teaching and training.

FOOD INSPECTION

MAPAQ's mandate is to ensure the safety of food for consumers. MAPAQ is responsible for inspection of stakeholders in the food industry, including:

- production facilities
- processing establishments
- distribution establishments
- retail and food establishments

All of these facilities are subject to the provisions of the *Food Products Act* and to the risk-based food inspection methods that apply under the law.

During inspections, the inspector makes observations on the following:

- food
- preparation operations or food processing
- storage
- staff hygiene
- equipment used
- the environment in which these operations are carried out

The inspector's findings determine the priority of any intervention, which is based on their assessment of the risk posed by the facility. Foodborne infections, product recalls and complaints related to health and safety are given priority. Feedback to the complainant is made in compliance with the provisions of the *Act Respecting Access to Documents Held by Public Bodies and the Protection of Personal Information*.

The list of condemned establishments, by region, is published on the MAPAQ website.