



SMALL SCALE
FOOD PROCESSOR
ASSOCIATION
SUPPORTS INDEPENDENT
FOOD PROCESSORS & GROWERS

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Work Instruction for Manual Cleaning using Double Sink

Revised By: NRoss
Approved By: MDaskis
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What is being cleaned?	How will it be cleaned and/or sanitized?	When will it be cleaned and/or sanitized	Who will be cleaning and/or sanitizing it?
Supplementary utensils, equipment parts, storage tubs	<p>1. Prepare</p> <ul style="list-style-type: none"> Wear personnel protective equipment (gloves, safety goggles, safety shoes and mask) at all times when cleaning. Stack items on left hand side of the sinks. All heavily soiled utensils should be scraped clean either by hand or with aid of scraper. Rinse items before setting up sink. Clean and sanitize all sink compartments before they are used for cleaning utensils. Prepare two-compartment sink with detergent and sanitizer as follows: <ul style="list-style-type: none"> First compartment: detergent solution at 43°C-45°C. Second compartment: sanitizer solution at 35°C-45°C. Verify appropriate concentrations of detergent and sanitizer solution using chemical test kit or test paper. 	During production day as needed	Hub users and Hub sanitation crew.
	<p>2. Apply Detergent</p> <ul style="list-style-type: none"> Using a cloth, apply detergent solution to items being cleaned manually. Ensure that detergent solution is applied evenly over entire surface. Do not let detergent dry. Scrub utensils, equipment and parts' surfaces using brush to remove soil build-up. 		
	<p>3. Rinse</p> <ul style="list-style-type: none"> Rinse equipment and parts with hot water to remove detergent from all surfaces. Hot water should be at least 43°C. Rinse items using sprayer. Rinse water must drain into wash sink so sanitizer (sink 2) is not diluted. 		
	<p>4. Inspect</p> <ul style="list-style-type: none"> Ensure that utensils, equipment, and parts are cleaned effectively. Ensure there is no visible soil build-up or food residue present. Use flashlight if necessary. 		
	<p>5. If soil build-up is found, repeat steps 2 through 4</p>		

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	<p>6. Sanitize</p> <ul style="list-style-type: none"> • Place clean items in Sink 2, filled with sanitizer solution, for two minutes or as directed by manufacturer's instructions. • Ensure that sanitizer is applied evenly over entire surface of equipment and parts. • Do not rinse sanitizer with water. 		
	<p>7. Re-assemble</p> <ul style="list-style-type: none"> • Allow all equipment parts and surfaces to dry • Re-assemble equipment. Ensure that all parts are in place and no parts are missing. • After tubs and lids are dry stack up until next use. • Inspect knives for chips 		
	<p>8. Record on Sanitation Record</p>		

Reference: HUB.S.SIGN.81 Two Sink Warewashing Method (Fraser Health/Vancouver Coastal Health). A copy of this poster must be displayed above double sink.