

**Revised procedures
Effective July 26, 2004**

2-step Process for Cleaning and Sanitizing of Food Service Areas

The following method is preferred, and should be used when preparing any surface for food service; this includes tables, counters, shelf-tops, etc. if used for holding food and/or utensils. Food service areas should be cleaned and sanitized before and after preparing and serving food.

- 1) Spray the surface with a soap and water mixture*. Clean the surface completely by wiping with a paper towel***; dispose of the paper towel.

- 2) Spray the surface with bleach and water mixture**. Allow the bleach and water to remain on the surface for a lapse of time (2 minutes is best practice; 10 seconds is acceptable). The lapse of time allows the bleach and water to effectively sanitize and kill the germs brought to the surface by the cleaning process. After the lapse of time, the bleach and water solution may either be wiped off or allowed to air dry.

* There is no specific formula for mixing the soap and water solution. Liquid hand soap or liquid dish detergent are acceptable soap products to be mixed with water. The American Academy of Pediatrics and American Public Health Association recommend soap and water as the cleaning agent; a commercial cleaning product is not preferred.

** The product of bleach and water should be mixed according to same standards as prescribed for licensing; ¼ cup of bleach to 1 gallon of water. This mixture should be prepared fresh on a daily basis. A commercial sanitizer may be substituted. However, the product must be specifically labeled as killing 99.9% of germs, kills the HIV virus, and/or meets EPA standards as a sanitizing agent. Any product with a label stating, “Keep Out of Reach of Children” must be locked away when not in use. A product with the KORC warning, once diluted, must be kept out of reach of children, but not necessarily locked away. Any commercial product used for sanitizing must be applied according to the manufacturer’s directions; often a lapse of 10 minutes is required for the product to effectively sanitize. Assessors will ask to see the original container and labeling.

*** Dishrags or cloths may be substituted for paper towels. However, a fresh cloth must be used for each step. One cloth used to clean all surfaces, a second clean cloth to sanitize all surfaces. Cloths or dishrags used for cleaning or sanitizing food prep surfaces may not be re-used for other purpose during the day. Once used as part of the 2-step process, they must be discarded for laundering. Sponges are NOT recommended.

For further information regarding the 2-step process, please contact your local CCR&R.