

DEFINITIONS

Community Dinners are events where non-professionally catered food is served. This includes church suppers, pot-lucks and fall suppers that are held for the purpose of raising funds for the operation of the community organization or for another social or charitable purpose.

Potentially Hazardous Foods include any food that consists in whole or in part of milk or milk products, eggs, meat, poultry, fish, shellfish (edible mollusca and crustacea), or any other ingredients, in a form capable of supporting growth of infectious and/or toxigenic microorganisms.

PLANNING

It is **strongly recommended** that AT LEAST one of the event coordinators or food operator takes an approved food handler course. It is also **strongly recommended** that all potentially hazardous food be prepared in a facility that has a food service permit.

- If you are unsure whether the facility you wish to use is permitted, please contact your local Public Health Inspector.
- If possible, keep a registry of guests, including contact information. This will assist Manitoba Health in the event of a foodborne outbreak.

PERSONAL HYGIENE

- Food handlers who are ill must be sent home and not allowed to prepare food.
- Clean clothing and hair coverings must be worn (ex: hat/hairnet and an apron).
- Don't smoke, eat or drink in the food preparation area.
- Wash hands with potable water and soap, and dry with single service towels:

- *Before preparing food*
- *After taking a break, eating, drinking or smoking*
- *After using the washroom*
- *After touching your face, hair, nose etc.*
- *After handling money or meats/poultry*
- *After any activity that may contaminate hands*

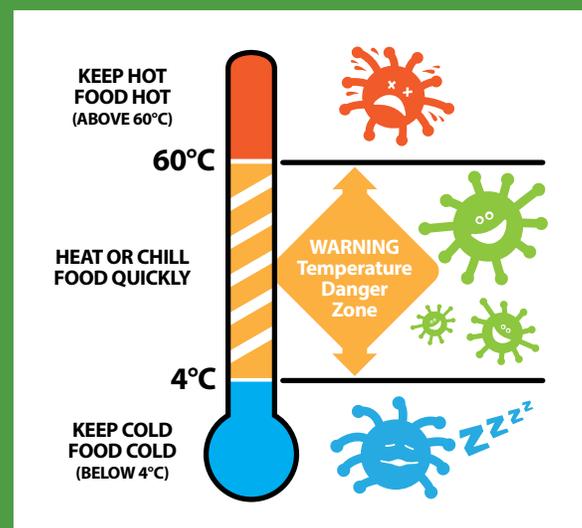
FOOD TRANSPORTATION, RECEIVING AND STORAGE

- Pre-packaged, potentially hazardous foods must have a label that lists the date of preparation, the name and address of the establishment where it was prepared, identification of what the food is and an ingredient listing. For further information, please visit the **Canadian Food Inspection Agency** website for labelling requirements

<http://www.inspection.gc.ca/food/labelling/food-labelling-for-industry/eng/1383607266489/1383607344939>

- When transporting hot food, use insulated containers or wrap food in foil and heavy towels to maintain food at **60°C (140°F) or hotter**. Verify hot holding temperatures with a probe thermometer and keep a written record of the measured temperatures.
- When transporting cold food, use a cooler filled with ice packs (no un-drained ice) to maintain food at **5°C (41°F) or colder**. Mechanical refrigeration is the preferred cold holding method. Verify cold holding temperatures with a probe thermometer and keep a written record of the measured temperatures.
- If you do not plan on cooking poultry within two or three days of purchasing, it should be put in the freezer immediately, where it can be safely kept for up to one year. If it will be cooked within two or three days, it may be placed in the refrigerator.

ALWAYS KEEP POTENTIALLY HAZARDOUS FOOD OUT OF THE DANGER ZONE



THAWING

- Do not thaw potentially hazardous foods at room temperature, because this can lead to rapid bacterial growth.
- Approved methods of thawing include: refrigeration thawing, as part of the cooking process, in the microwave, or under cold running water.

COOKING

- Refer to **Appendix A** for safe food internal cooking temperatures

SERVING

- Use food-handling utensils (ex: tongs, spoons, spatulas) or disposable gloves to minimize direct hand contact. Discard gloves as often as necessary to prevent contamination of food, and wash hands in between glove changes.
- Advanced preparation of any potentially hazardous food is discouraged. Food should be prepared as close to the time of the event as possible.
- Keep hot foods at 60°C (140°F) or hotter with the use of chafing dishes or warming trays.
- Keep cold foods at 5°C (41°F) or colder with the use of mechanically refrigerated tables or placing serving dishes on crushed ice.

DO NOT OVERFILL SERVING DISHES

- Clean and sanitize food contact surfaces.

Refer to **Appendix B**

LEFTOVERS

- If the meal is served "buffet style," all items on the buffet line must be discarded at the end of meal service.
- To minimize bacterial growth, all leftovers that are not served to the public should be refrigerated within two hours. All leftovers should be used within three days or kept frozen.
- Cool leftovers promptly by:
 - placing food in shallow containers and refrigerating
 - putting the container in an ice water bath and stirring with a clean ice wand. An ice wand is a clean, food grade plastic container that is filled with water and then frozen.

DISHWASHING

MANUAL DISHWASHING:

The following procedure must be followed when washing dishes manually:

- 1) Scrape, sort and pre-rinse the dishes to remove coarse food particles.
- 2) Wash the dishes with soap and hot water.
- 3) Rinse the dishes with warm running water or clean warm water.
- 4) Sanitize the dishes by immersing them in an approved sanitizer (i.e 50 ppm chlorine, 200 ppm quaternary ammonium compound or 12.5 ppm iodine solution for at least one minute at a minimum temperature of 24°C (75°F).
- 5) Air dry the dishes before stacking or storing.



MECHANICAL DISHWASHER:

- If a mechanical dishwasher is used, it must be able to sanitize dishes effectively, either with an approved chemical sanitizer or the use of heat. Test strips to test the dishwasher's ability to sanitize are also recommended.

FOR MORE FOOD SAFETY INFORMATION PLEASE SEE:

<http://www.gov.mb.ca/health/publichealth/environmentalhealth/protection/food.html>

APPENDIX A – SAFE INTERNAL FOOD TEMPERATURES

Colour is not a good indicator to verify if a food product has reached the temperature required to inactivate pathogens. Use a food thermometer to verify internal food cooking temperatures.

- Remove the food from the heat and insert the digital food thermometer through the thickest part of the meat, all the way to the middle. Make sure the thermometer is not touching any bones.
- Clean and sanitize your digital food thermometer between temperature readings to avoid cross-contamination.



Food	Temperature
Beef, veal, pork and lamb (pieces and whole cuts)	
Medium-rare	63°C (145°F)
Medium	71°C (160°F)
Well Done	77°C (170°F)
Poultry (for example, chicken, turkey, duck)	
Pieces	82°C (180°F)
Whole	82°C (180°F)
Ground meat and meat mixtures (for example, burgers, sausages, meatballs, meatloaf, casseroles)	
Beef, veal, lamb and pork	71°C (160°F)
Poultry	82°C (180°F)
Egg	
Egg dishes	82°C (180°F)
Others (for example, hot dogs, stuffing, leftovers, seafood)	74°C (165°F)

Government of Canada, (2015). Safe internal cooking temperatures. Retrieved from <http://healthycanadians.gc.ca/eating-nutrition/healthy-eating-saine-alimentation/safety-salubrite/tips-conseils/cook-temperatures-cuisson-eng.php>

APPENDIX B – WIPING CLOTHS

1. Why do I need to keep the cloths in the sanitizer?

Can't I just dip them in once in a while?

Wiping cloths can grow and spread harmful microorganisms (pathogens) if handled incorrectly. Storing the cloths in the sanitizer solution prevents the growth of pathogens on the cloth, which then reduces the risk of spreading them around your establishment. It is important to change the sanitizer solution often, as the concentration of the solution will diminish over time.

2. Can I use a sponge instead of a cloth?

No. Sponges are porous and can harbour pathogenic microorganisms that are shielded from the sanitizer.

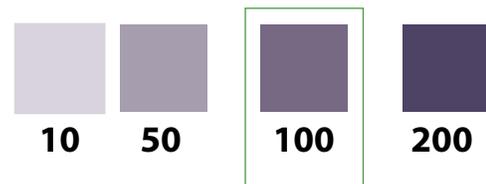
HOW TO MAKE A SANITIZING SOLUTION FOR WIPING CLOTHS

Household bleach:

100 ppm: Approximately 10mL (2 tsp) household bleach (5.25% sodium hypochlorite) to every 4 Litres of water. Use plain bleach only. Ex: no lemon lime or fibreguard.

SANITIZER BUCKET | 100 ppm

Dip and remove compare immediately. Parts per million.

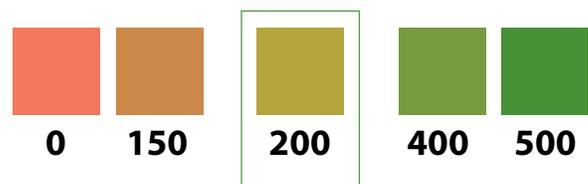


Quaternary ammonium (quats):

Follow directions on the label, most brands require 200 ppm.

SANITIZER BUCKET | 200 ppm

Dip and remove compare immediately. Parts per million.



Do not add soap to your sanitizing solution!

Use test strips to determine if your solution is at the right concentration.

