

# SOP – Hand washing

**Facility:**

If you require any assistance please call 514-700-1567

<b>Why</b>	Proper hand washing techniques and proper hand washing frequency reduce bacteria and virus counts and reduce the chances of cross-contaminating, food production areas, food storage areas, foods, food contact surfaces and people.
<b>Who</b>	Everyone
<b>When</b>	– Food handlers must wash their hands;
	– Before starting work
	– Before putting on or changing gloves.
	– After using the restroom, (use the restroom sink).
	– After touching their hair, face or body.
	– After eating, drinking, smoking, or touching chewing gum.
	– Upon entering a food prep area.
	– After cleaning or taking out the garbage.
	– After touching anything that contaminates the hands.
	– After using chemicals.
	– Other
<b>Where</b>	Only at the designated hand washing or restroom sink.
<b>How</b>	<b>1.</b> Use warm water (greater than 100° less than 120°)
	<b>2.</b> Wet hands and exposed arms up to the elbow
	<b>3.</b> Apply hand soap
	<b>4.</b> Rub hands and forearms vigorously for 20 seconds
	<b>5.</b> Clean under fingernails
	<b>6.</b> Rinse under warm water
	<b>7.</b> Towel dry with disposable towels
	<b>8.</b> Be careful not to re-contaminate hands on faucets, paper towel dispenser, or door handle.
	– Other

Comments:	Authorized Signature::
	Date:
	Time:

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<b>Corrective Actions</b>	– Observe employee hand washing practices and instruct them to rewash their hands if not washed properly.
	– Retrain employee in proper hand washing procedures.
	– Other

<b>PIC Verification</b>	Verify:
	Soap and paper towels are available.
	Sinks are accessible and conveniently located.
	Water temperature and pressure are adequate.
	Employees are following this SOP
	Hand washing signs are posted demonstrating proper hand washing techniques
	Other

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