

Department Standard Operating Procedure

Target Group: Food Service Caregivers	SOP Number: FSS_SOP_579 Version: 1	Date of Issue: 05 May 2015	Date of Review: Date(s)
Approved by: Manaf Afyouni Chief Operations Officer	Date Approved:	Prepared by: Yasir Ghauri Food Services	Date of Revision: Date(s)

Purpose

To safely clean and disinfect the vitro-ceramic flat top cooker as per manufacturer guidelines, preventing risk of accident during the process.

Standard Operating Procedure

1. Warning:
 - 1.1. Use only approved and designated detergent solutions.
 - 1.2. Do not scratch the vitro-ceramic surface with metal scars or scrapers, as it will damage.
 - 1.3. Immediate cleaning is recommended when spillage occurs.
2. Cleaning Procedures:
 - 2.1. Always disconnect the appliance from the power supply before cleaning.
 - 2.2. Ensure that the surface is cool and wipe the surface down with warm, clean water to remove any large chunks of dirt.
 - 2.3. Use the approved detergent solution to remove the toughest dirt from vitro-ceramic.
 - 2.4. Apply the solution to the surface using a damp, clean cloth and give the vitro-ceramic a thorough wipe down.
 - 2.5. Ensure to rinse the vitro-ceramic down again afterwards to remove any detergent residue.
 - 2.6. It is vital to ensure all the residues have been rinsed off the surface before you heat it up again.
 - 2.7. Finally, buff the surface dry with a paper towel to prevent any streaks.

Oversight and Responsibility

1. Food Service provider's General Manager, Executive Chef, Chief Steward, Service Delivery Manager and HSEQ Manager to ensure all caregivers are trained and followed this SOP as per the FSMS standards.
2. Hygiene Quality Specialist, Production Quality Manager, Operations Quality Manager and Director Food Services to ensure the policy is regularly updated and communicated to the food service provider.

Definitions

1. FSC (PD) Food Service Caregiver Production
2. FSC (STW) Food Service Caregiver Stewarding
3. SDS Safety data sheet, specification of each chemical used

References

1. FSC (STW) Job Descriptions
2. Manufacturer Operating Manual
3. SDS for chemical use

Institute / Department / Committee Involved in SOP Development / Revision

1. Food Services Department

Contact for Questions / Clarifications

1. Hygiene Quality Specialist, Food Services
2. Quality Production Manager, Food Services
3. Director, Food Services

Related or Supporting Documents

1. Kitchen cleaning schedule