Farm name and address

Standard Operation Procedure #2021-A

Basic Cleaning and Sanitizing

Date

Purpose: To provide a basic procedure for all workers to use when cleaning any food contact surface on the farm. Those surfaces include, but are not limited to: graders, work tables, bins, truck beds, and tools.

Scope: This procedure is to be followed by all workers and management.

Responsibility: Basic cleaning and sanitizing is one of this farm’s defenses in preventing cross contamination and ensuring food safety in all phases of the operation.

Materials needed:

Bench brush for removing loose debris

Scrub brushes of various sizes to facilitate cleaning on all types of surfaces & in small spaces

Potable water for rinsing

Fan or clean cloth for drying

\*Detergent that is safe for food contact

\*Sanitizer dilution that is safe for food contact surfaces

Procedure:

* Using the bench brush, remove loose dirt and debris.
* Wet surface to be cleaned and apply appropriate detergent.
* Work up a lather with the scrub brush switching to small brushes to get into smaller spaces.
* Pay particular attention to lap joints and rivets on machinery.
* Rinse thoroughly.
* Spray on sanitizer according to the label directions.
* Allow to dry before use.
* Log activity on the cleaning and sanitizing log, making sure to note what was cleaning and sanitized and which sanitizer was used.
* Initial and date the log!

\*Refer to detergent and sanitizer SOP’s for dilution instructions. Remember, the label is the law. Follow label directions.