



## Sanitation and Personal Hygiene

Sanitation and personal hygiene are important for keeping food safe. Healthy volunteers need to practice good personal hygiene and use clean surfaces, equipment, and utensils when preparing foods.

### *Healthy volunteers*

People with a cold, flu or have symptoms such as diarrhea, vomiting or sore throat can spread disease through the food they handle. If you have an infected cut, burn or wound on your hand, do not work in food preparation.



### *Handwashing*

Food preparers should wash hands frequently during food preparation. Wash hands with soap and warm water, scrubbing vigorously for 20 seconds and drying with a clean, disposable paper towel.

Wash hands:

- Before starting work.
- Before and after handling food, especially raw meats, poultry and seafood.
- After using the bathroom.
- After eating.
- After handling money or soiled items.
- After handling garbage or using cleaning supplies.
- After coughing, sneezing or blowing your nose. (This may be a sign of illness and the person should not be handling food.)
- After touching hair, face or body.
- Anytime you change tasks.



### *Clean and Sanitize Surfaces, Utensils and Equipment*

General cleaning should be done on a continuous basis. Wipe spills promptly to minimize the potential for mishandling and cross-contamination of foods.

Clean and sanitize equipment, food preparation surfaces, and utensils frequently.

- Keep surfaces clean. Use paper towels and cleaning cloths to wipe kitchen surfaces and spills. Sanitize surfaces regularly, especially after working with raw meat, poultry, and seafood.
- Wash cleaning cloths often in hot cycle of washing machine and keep in sanitizing solution between uses. Change the sanitizing solution frequently.
- Wash cutting boards, utensils and food preparation surfaces with hot, soapy water after preparing each food item, before starting the next task. Use separate cutting boards for produce and raw meat, poultry and seafood. Replace cutting boards that are worn or have deep grooves.
- Whenever possible, use a commercial dishwasher. If you are washing by hand, use the 5 step process:
  - 1) Remove excess food from utensils and equipment
  - 2) Wash with hot, soapy water
  - 3) Rinse with clean water
  - 4) Sanitize using a bleach solution.
  - 5) Air dry

Sanitizing Solution  
1 tablespoon bleach  
1 gallon water  
  
Mix together.



For more information:

- [Do It Right-Part 4: Personal Hygiene](#) (video)