[COMPANY LOGO]

Washing & Storing Produce

Last Updated: 22/01/2024

Employee Responsible: Kitchen Cooks

Purpose:

To outline the steps in properly washing and storing produce.

Review Procedure:

This procedure document should be reviewed (and updated if necessary) by the **Regional Supervisor** at least **Once Every 2 Months** or immediately after any physical operational procedure steps have been changed at any point.

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Washing & Storing Produce

Procedure

1. Transfer the produce from its original packaging container into a stainless steel bowl or plastic food safe container
2. Place the fruits or vegetables container in the produce washing sink under cold running water
3. Wash each fruit or vegetable under the cold running water individually using your hands (or in some cases a brush) to ensure that all dirt is removed from the crevices of the food item
4. Check each piece of fruit for impurities as you wash
5. Place the produce item into an appropriate sized clear storage container after shaking off any excess water
6. Once all the produce has been washed, dried, and grouped by item into a food safe storage container, use a pen to fill out a storage label stick for the item (Follow the storage labeling procedure)
7. Store the produce in the designated storage area

Monitoring

The kitchen supervisor will be responsible for inspecting all stored produce in the storage areas of the kitchen to ensure cleanliness daily.

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SIGNATURES

Signatures from employees and management to confirm that they have read and understand procedures.

Staff Member Name	Signature	Date

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