[COMPANY LOGO]

Washing Leafy Greens

Last Updated: 22/01/2024

Employee Responsible: Kitchen Cooks & Dishwashers

Purpose:

To outline the steps in properly washing leafy greens and lettuce products.

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.

Use This Procedure For:

- Arugula
- Kale o Baby Kale
- Spinach
- Chopped Romaine Lettuce
- Bibb Lettuce Leaves
- Radicchio Lettuce Leaves
- Prepared Frisee Lettuce
- Basil and Other Leaf Herbs
- Microgreens
- And All Other Similar Leafy Greens

Procedure

1. Place the greens into the strainer basket of the salad spinner
2. Place the strainer basket of greens into the salad spinner
3. Plug the salad spinner drain hole to prevent water from escaping
4. Cover the greens in the salad spinner with clean cold water from the produce washing sink (Cool water temperature: 12 C or below)
5. Use your hands to submerge all of the lettuce into the water
6. Place the lid onto the top of the salad spinner
7. Place the salad spinner on the produce washing sink drainboard, aiming the drain nozzle into the sink
8. Remove the drain plug from the salad spinner drain nozzle and begin to spin the strainer basket using the gear handle located on the lid of the container

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9. Continue to spin the greens using the handle aggressively until all of the water from the spinner container has drained into the sink
10. Remove the drain basket of greens from the container and place it on the produce washing sink drainboard to continue to drain for 5 minutes
11. Line an appropriate sized plastic storage container with single-use paper towels
12. Carefully transport the wet greens to the storage container without damaging the quality of the greens
13. Follow the storage procedure to properly store the greens in the designated cooler storage location

Monitoring

The kitchen supervisor will check all stored leafy greens daily to ensure that they have been washed and stored properly.

SIGNATURES

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

Staff Member Name	Signature	Date

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