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# KITCHEN AND FOOD HYGIENE SAFETY TIPS







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# PERSONAL HYGIENE & KITCHEN SAFETY TIPS

Use these pointers to set your kitchen staff's hygiene standards, and you'll help keep your food safe.

## PERSONAL HYGIENE (ATTIRE)

Personal hygiene is often the cause of many food poisoning cases. However, it tends to be de-prioritised when it comes to food safety. Observing and monitoring your kitchen staff's personal hygiene is crucial in preventing food contamination. Let's start by taking a look at what your crew should wear.



### UNIFORMS

Wear a clean uniform every day and only put it on at the workplace



### APRONS

Different full aprons should be worn at different prep stations (e.g. seafood and vegetables)



### GLOVES

Different disposable gloves to be used when handling raw and cooked food



### SHOES

Wear only non-slip, fully covered shoes

## HYGIENE PRACTICES

In addition to proper attire, there are simple actions that can have a huge impact on the quality and hygiene of your food. We also suggest conducting regular checks every morning to ensure that your crew is disciplined in maintaining their own personal hygiene.

### DO NOT

- Sneeze into food
- Scratch your body when cooking/serving
- Rub your face/nose on your shoulder
- Clean your ears with your fingers
- Wipe off perspiration with your bare hands
- Wear accessories
- Come to work if you are sick

### DO

- Keep your fingernails short and clean
- Keep your hair and beards neat and tidy - long hair should be tied up
- Wash hands frequently and thoroughly with soap
- Work on a clean surface
- Use different plastic chopping boards and knives for cooked and raw food

## KITCHEN SAFETY TIPS

It gets pretty hectic during dining hours, and the last thing you want is for somebody to get injured in the kitchen. Here are some ways to reduce the risk of such accidents occurring:



### Do not rush!

Do not rush or run around in the kitchen. While you need to serve your diners in a timely manner, staying calm and composed will speed up the process – and can prevent unnecessary messes or accidents.

### Always keep an eye on the stove!

Do not leave stoves unattended – a naked fire may soon escalate into a burning kitchen.

### Be careful with the gas!

You should also turn off the gas when not using the stove to prevent any fires or explosions.

### Store dangerous objects safely!

Do not place sharp or hot objects in exposed or hidden corners. During dining hours, kitchen staff may be unaware of the danger. Keep such objects in safe spots.

### Get the right tools!

Use the correct equipment and utensils for their intended purposes.

### Keep a first aid kit nearby!

Always place a first aid kit and fire extinguisher within reach. Ensure that both are not expired.





# FAQS ON KITCHEN SAFETY DURING COVID-19

*An approach to Food & Kitchen Safety with consideration on Covid-19*

The rise of Covid-19 has many Food-Service professionals concerned about the spread of the virus in food. Even though the basics of Safety remain highly important, our dedicated team of research professionals have answered the latest Food Safety questions in this Covid-19 Food Safety guideline:



## 1 COVID-19 COOKING?

### 1. Can food transmit the Coronavirus?

There has been no evidence of foodborne transmission for the current virus or similar viruses.

### 2. Is HACCP guidelines sufficient for preventing the spread of the virus?

Yes, always first apply the [HACCP guidelines](#) with some modifications, such as sanitizing hands more often and changing gloves more regularly.

### 3. Which pasteurization procedures should I now use?

Standard pasteurization procedures are sufficient to inactivate COVID-19 when preparing food.

View the common [FATTOM Factors](#) for more on Food Safety.



## 2 COVID-19 PACKAGING?

### 1. Can the virus spread via packaging?

The COVID-19 virus is thought to be spread mainly through respiratory droplets. Currently, there has been no evidence of foodborne transmission for it.

*\*This is based on current findings and there may be later findings on its transmission*

## 3 COVID-19 DISINFECTION?

### 1. Which cleaning practice is recommended?

The standard Good Manufacturing Practice (GMP) cleaning and disinfection measures are considered sufficient to inactivate the COVID-19 virus.

### 2. Which disinfectants are recommended?

Common disinfectants such as Sodium Hypochlorite and Ethanol (at relevant concentrations) should inactivate coronaviruses.

### 3. Can virus-contaminated services cross-contaminate food?

Yes, therefore the following guidelines should be applied:

- Proper cleaning and disinfection must always be in place to control all types of micro-organisms (bacteria, molds, yeasts, parasites and viruses including Covid-19).
- The frequency of cleaning and disinfecting should be increased.
- Also, high temperatures are effective for surface cleaning (e.g. dishwasher at 70°C).



## 4 COVID-19 PERSONAL HYGIENE?

### 1. Should all kitchen staff wear masks?

Malaysian authorities have recommended the use of face masks. Refer to the [WHO advice on the use of masks](#).

### 2. Should all kitchen staff wear gloves?

Hand and arm washing rules should strictly be followed. Sanitize hands more often and if wearing gloves, change more regular than normal.

### 3. Who should not handle food?

Food handlers with symptoms such as fever, sore throat, sneezing, etc. must be prevented from handling food or materials which come into contact with food.

### 4. What else can we do to prevent contamination?

- Always wash hands regularly (i.e. before handling food, after handling raw food, after using the toilet, after disposing of waste) with warm water and liquid soap.
- Do not cough or sneeze into your hands.





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# 8 FOOD SAFETY GUIDELINES FOR CHEFS

Read about the top 8 food hygiene and safety guidelines for Chefs.

Food Safety in the Hospitality industry has always been an important topic. However, in the last few years; with increased food allergens among consumers, foodborne illnesses and contaminated risks, Food Safety is a demanded skill for all foodservice professionals. In this guide, you will find the latest tips and regulations with regards to restaurant food safety, such as allergen considerations, food storage checklist, HACCP guides and more. For more on Food Safety, sign up for our [FREE online Food Safety & Handling course](#).

TIP 1



## MAKE SURE YOUR PERSONAL HYGIENE IS TAKEN CARE OF!

Food hygiene starts with good personal hygiene. Personal hygiene is often the cause of many food poisoning cases, however, it tends to be de-prioritised when it comes to food safety. Observing and monitoring your kitchen staff's personal hygiene is crucial in preventing food contamination.

TIP 2



## ENSURE YOUR RESTAURANT IS USING A CLEANING CHECKLIST!

Get to grips with the most important factors in cleaning your Back of House and Front of House.

TIP 3



## STAY UP TO DATE WITH THE MOST COMMON FOOD ALLERGIES!

The foods in the link below are known as "the big nine" most serious allergic reaction-causing foods. Even small traces of these ingredients can cause fatal incidents for consumers with serious repercussions for food establishments. In the UK, a restaurateur was recently sentenced to 6 years in jail for failing to adhere to food safety precautions. View the [Most Common Food Allergens](#) with Substitutes here.

TIP 4



## USE A FOOD ALLERGEN CHECKLIST TO COVER ALL AREAS OF HOSPITALITY!

An estimated 2 to 4% of adults and 6% of children are now suffering from some type of food allergy. As such, it can be difficult to create suitable dishes for customers with allergies. The chart in the link below has been specifically designed for F&B Professionals with practical tips to cater to these guests' dietary needs and provide them the information they need to make informed choices. Use the following [Food Allergen Checklist](#) to ensure food safety.

TIP 5



## GET YOUR TEAM ON BOARD WITH THE LATEST RESTAURANT FOOD STORAGE GUIDELINES!

Food storage plays a crucial role in food safety practices. Each restaurant has the responsibility to store their products in the right way, whether freezer/ refrigerator or low moisture room/ dark room. Storage depends on the type of product but fundamentally they should be kept clean and safe. When storing food, follow these [Food Storage Tips](#).

TIP 6



## MINIMIZE CROSS-CONTAMINATION RISKS!

Cross-contamination is a big food safety hazard in the kitchen and it's vital to ensure that all risks of infection are prevented. Cross-contamination can occur in various ways:

- People to Food
- Food to Food
- Chemicals to Food

Use these tips on [How to Prevent Cross-Contamination in Food](#) and ensure food safety is met!

TIP 7



## GET TO GRIPS WITH HACCP!

As a chef, you want to be sure that the food you serve is tasty, nutritious, and above all, safe. If food safety standards are mismanaged, you are at risk of putting both your customers' health and your restaurant's reputation at risk. Making a HACCP plan for your establishment will help you identify and monitor biological, chemical, and physical properties that are foodborne hazards. It is preventive, rather than reactive and is an effective risk management tool. Use this [HACCP Checklist](#) to ensure your kitchen is safe and hygienic.

TIP 8



## KNOW YOUR HAZARD SPOTS!

Knowing your kitchen and routine's hazard spots ensure restaurant and staff safety. View the [Most Common Kitchen Hazard Spots](#) known to Chefs and download a free template to use in the kitchen.





# RESTAURANT F.O.H & B.O.H CLEANING CHECKLIST

*In partnership with Unilever Professional*

Need a quick guide on important areas to clean in your restaurant?  
We suggest the checklist below to ensure you have everything covered.

## FRONT OF HOUSE (F.O.H) CLEANING CHECKLIST

### DAILY

- Clean every surface such as chairs, tables, bar and booths
- Vacuum floor and carpets
- Mop and clean floors
- Clean all toilets multiple times per shift
- Clean the menus
- Wipe down the condiment dispensers
- Dust shelves and other decorative items
- Remove and replace bar bats

### WEEKLY

- Clean picture frames, ceiling fans and walls (if necessary)
- Clean baseboards
- Wipe down chair legs and tables

## BACK OF HOUSE (B.O.H) CLEANING CHECKLIST

### DAILY

- Clean all surfaces (also cutting boards and equipment)
- Clean ice cream machines and other machines
- Wipe down fryers
- Clean and empty the trash cans and recyclables
- Clean floors (including walk-ins)
- Replace foil liners of grill
- Put all aprons, rags and chef's uniform in the laundry
- Clean grills
- Empty and clean bins
- Label and cover all food
- Sanitize hood filters and dishwasher
- Clean tables
- Clean soda guns, faucets and sinks

### WEEKLY

- Clean and sanitize refrigerators, coolers and ovens (per instructions from manufacturers)
- Clean walls (if necessary)
- Clean entrance (glass door, door handles and frames)
- Vacuum floor and carpets
- Sanitize coffee machines
- Clean floor drains with drain cleaner

### MONTHLY

- Clean all grease (fryers, flat tops, oven and stove)
- Wipe down freezers
- Empty and clean ice bin
- Clean ceiling
- Clean and check kitchen equipment (sharpness of knives, refrigerator temperature, oven and calibration of thermometers)



Need to bring your restaurant's cleaning up a notch?  
Let our partners from **Unilever Professional** help you  
ensure your restaurant's hygiene and cleanliness.





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