

SOP Template: Cleaning and Sanitizing Food Contact Surfaces

This SOP details the procedures for **cleaning and sanitizing food contact surfaces** to ensure food safety and prevent contamination. It covers the selection and use of appropriate cleaning agents and sanitizers, step-by-step cleaning techniques, proper rinsing and drying methods, frequency of cleaning cycles, verification of cleanliness, and compliance with regulatory standards. The objective is to maintain hygienic surfaces that meet food safety requirements and protect consumer health.

1. Purpose

To ensure all food contact surfaces are properly cleaned and sanitized to prevent foodborne illnesses and maintain compliance with food safety regulations.

2. Scope

This procedure applies to all employees handling and cleaning equipment, utensils, and surfaces that come into direct contact with food.

3. Responsibilities

- All food handlers: Follow this SOP and perform cleaning and sanitizing as scheduled.
- Supervisors/Managers: Monitor compliance and verify effectiveness.

4. Materials and Equipment

- Approved cleaning agents (detergents)
- Approved sanitizers (e.g., chlorine-based, quaternary ammonium compounds)
- Scrub brushes, cloths, sponges
- Cleaning buckets and spray bottles
- Protective gloves and safety goggles
- Test strips for sanitizer concentration
- Clean towels or air drying racks

5. Procedures

1. **Preparation:**
 - Remove food and debris from surface.
 - Wear appropriate personal protective equipment (PPE).
2. **Cleaning:**
 - Apply detergent solution to surface.
 - Scrub surface to remove soil and residues.
 - Rinse surface with clean potable water to remove detergent.
3. **Sanitizing:**
 - Apply sanitizer solution per manufacturer instructions.
 - Ensure contact time meets regulatory requirements.
4. **Drying:**
 - Allow surfaces to air-dry completely. Do not towel dry unless using single-use towels.
5. **Validation:**
 - Test sanitizer concentration regularly using test strips.
 - Visually inspect for cleanliness and absence of residues.

6. Frequency

- Clean and sanitize before and after each use.
- At minimum, every 4 hours during continual use.
- After contact with raw animal foods or known contaminants.

7. Records

- Complete and retain cleaning and sanitizing logs per schedule.
- Record corrective actions for deviations.

8. Compliance & Verification

- Follow all local, state, and federal regulations for cleaning and sanitation.
- Routine inspection and verification by supervisors.