

SOP Template: Pre-rinse Procedures for Dirty Dishes and Utensils

The SOP details the **pre-rinse procedures for dirty dishes and utensils**, covering the steps to effectively remove food residue before washing. It emphasizes initial scraping, use of appropriate water temperature, and rinsing techniques to ensure cleanliness and prevent cross-contamination. Proper adherence to these procedures enhances the overall hygiene and efficiency of dishwashing operations in commercial and domestic settings.

1. Purpose

To outline the standardized steps for pre-rinsing dirty dishes and utensils to ensure removal of food residue and improve cleaning efficacy.

2. Scope

This procedure applies to all staff handling dirty dishes and utensils in the dishwashing area of the facility.

3. Responsibilities

- All dishwashing staff must follow this SOP.
- Supervisors must ensure procedures are being adhered to.

4. Procedures

- Personal Preparation:**
 - Wear appropriate personal protective equipment (PPE) such as gloves and apron.
 - Wash hands before starting pre-rinse procedures.
- Initial Scraping:**
 - Remove large food scraps into a designated food waste bin using a scraper or spatula.
- Sorting:**
 - Sort dishes and utensils by type for efficient processing (e.g., plates, glasses, utensils).
- Pre-Rinse Process:**
 - Use warm water (minimum 110°F/43°C) to rinse off loose food particles and residue.
 - Direct the spray away from clean surfaces to prevent splashes and cross-contamination.
 - Pay special attention to crevices, handles, and utensils with stuck-on debris.
- Staging for Washing:**
 - Place pre-rinsed dishes and utensils in the appropriate dish racks or bins for further cleaning in the dishwasher or by hand washing.
- Clean Up:**
 - Wipe down work surfaces and pre-rinse area after completing the process.

Note: Never mix pre-rinsed items with clean ones. Always keep the pre-rinse area tidy to prevent cross-contamination.

5. Documentation

Record any problems or contamination incidents in the daily log and notify a supervisor if issues persist.

6. Revision History

Date	Version	Description of Change
2024-06-15	1.0	Initial creation