

Standard Operating Procedure (SOP)

Cleaning and Sanitation of Bar Tools and Surfaces

This SOP details the procedures for **cleaning and sanitation of bar tools and surfaces**, including proper washing techniques, use of appropriate cleaning agents, disinfection protocols, drying methods, and regular maintenance schedules. The goal is to ensure a hygienic environment, prevent cross-contamination, and maintain safety and quality standards in bar operations.

1. Scope

This procedure covers all bar tools (shakers, strainers, jiggers, bar spoons, muddler, etc.) and surfaces (countertops, sinks, shelves, cutting boards, etc.) in the bar area.

2. Materials & Equipment

- Food-grade detergent
- Sanitizer solution (as per manufacturer's instructions)
- Scrubbing brushes and cleaning sponges
- Clean, lint-free towels or air-drying racks
- Disposable gloves (for protection)

3. Procedure

1. Preparation

- Remove all drink ingredients and utensils from the work area.
- Wear disposable gloves (if required).

2. Washing Bar Tools

- Rinse bar tools immediately after use to prevent residue build-up.
- Wash tools in warm water with food-grade detergent using brushes or sponges.
- Pay special attention to crevices and joints.
- Rinse thoroughly with clean running water.

3. Sanitizing Bar Tools

- Immerse clean tools in a sanitizing solution for the recommended contact time (per manufacturer).
- Remove and allow to air dry on a clean rack; do not use towels to avoid contamination.

4. Cleaning Surfaces

- Clear surfaces of all items.
- Wipe surfaces with a cloth soaked in warm, soapy water.
- Rinse with a clean, damp cloth to remove soap residue.

5. Sanitizing Surfaces

- Apply sanitizer solution to surfaces, ensuring even coverage.
- Allow surfaces to air dry.

6. End of Shift Protocols

- Repeat cleaning and sanitation procedures for all bar tools and surfaces.
- Properly store sanitized tools in clean, designated areas.

4. Maintenance Schedule

Item	Frequency	Responsible Person
Bar Tools	After each use & end of shift	Bar Staff
Work Surfaces	After each spill & end of shift	Bar Staff
Glass Washer	Daily	Bar Supervisor
Sanitizer Solution	Per shift or as needed	Bar Staff

5. Safety and Quality Checks

- Inspect tools and surfaces for food residue, stains, or damage before use.
- Ensure all cleaning agents and sanitizers are properly labeled and stored.

- Report any issues or equipment malfunctions immediately.

6. Documentation

- Complete cleaning and sanitation logs at the end of each shift.
- Log maintenance and inspection dates.