

REF	Steps, hazards & causes	Control measures	Critical/legal limits
CP	Inadequate ambient storage resulting in: <ul style="list-style-type: none"> • growth of micro-organisms • contamination from pests 	Regular cleaning of dry-store. Food stored off the floor and packaging intact Effective stock rotation implemented and managed Once open packaging resealed/placed into airtight container	Product must be in-date Aseptic packaging not damaged Product not contaminated with pests, foreign objects, mould growth
CCP	Contamination during preparation from: <ul style="list-style-type: none"> • food-handlers • dirty & defective equipment/surfaces • poor water quality 	High standards of personal hygiene adopted Equipment/surfaces maintained in good state of repair Equipment/surfaces effectively cleaned & disinfected Thorough washing of rice prior to cooking	Absence of physical contamination No chemical residues remaining Water must be clean and potable
CCP	Ineffective cooking process <ul style="list-style-type: none"> • survival of micro-organisms 	Rice cookers maintained <ol style="list-style-type: none"> 1. Rice cooker: <ul style="list-style-type: none"> • rice to 20-cup line & water to 6-litre line for cook-cycle 2. Shallow gastro norm in steamer: <ul style="list-style-type: none"> • rice depth of 1½ cm & water depth of 3½ cm for 20 minutes 	Cooked as per suppliers guidelines Absence of physical contamination
CCP	Exposure to temperature abuse during refreshing/cooling resulting in: <ul style="list-style-type: none"> • germination of spores & formation of toxins • growth of micro-organisms • physical contamination 	Refresh with cold running water Cooled as quickly as possible in cool part of kitchen Rice protected from contamination	Water must be clean and potable Cooled within 30 minutes
CCP	Inadequate chilled storage resulting in: <ul style="list-style-type: none"> • germination of spores & formation of toxins • growth of micro-organisms • physical contamination 	Placed into refrigeration once cool Stored in shallow trays e.g. 4 inches deep Covered, labelled & dated	Refrigerated within 30 minutes Refrigerator working at 1°C - 5°C Stored at 8°C or below Shelf-life of no more than 48 hours
CCP	Inadequate reheating resulting in: <ul style="list-style-type: none"> • germination of spores & formation of toxins • growth of micro-organisms 	Adequate reheating using steamer Reheated once only Leftovers discarded after being reheated	Temperature of 75°C for 30 seconds

REF	Steps, hazards & causes	Control measures	Critical/legal limits
CCP	Ineffective hot-holding resulting in: <ul style="list-style-type: none"> • germination of spores & formation of toxins • growth of micro-organisms • physical contamination 	Rice cookers, service & display counters maintained Separate utensils used for service Rice covered at of-peak times	Held or displayed above 63°C Rice free from contamination

MONITORING PLAN			
Procedures	Frequency	Responsibility	Records
Ambient storage; <ul style="list-style-type: none"> • regular check of dry-store • regular check of storage containers • visual inspection of delivered goods including 'shelf-life' 	Daily	Stores Personnel	N/A
Preparation; <ul style="list-style-type: none"> • visual check for contamination in rice • visual check of cooking vessels/equipment and report defects 	As required	Food-handler	N/A
Cooking; <ul style="list-style-type: none"> • visual check to ascertain cooking process is in line with suppliers guidelines 	On completion of cooking	Food-handler	Control Sheet TM/05
Refreshing/cooling; <ul style="list-style-type: none"> • visual & • competence checks of food-handlers 	As required	Food-handler	N/A
Chilled storage; <ul style="list-style-type: none"> • probing of rice, • take air temperature of refrigerator • verification of control sheets 	Twice-daily	Unit Manager Food-handler	Control Sheet TM/04
Reheating; <ul style="list-style-type: none"> • probing of rice • verification of control sheets 	Weekly	Unit Manager	
Reheating; <ul style="list-style-type: none"> • probing of rice • verification of control sheets 	On completion of reheating	Food-handler	Control Sheet TM/06
Hot display; <ul style="list-style-type: none"> • probing of rice, • temperature monitoring of equipment • verification of control sheets 	During each service	Food-handler	Control Sheet TM/07
	Weekly	Unit Manager	

CORRECTIVE ACTION PLAN

Procedures	Responsibility	Records
<p>Ambient storage;</p> <ul style="list-style-type: none"> • reject/dispose of contaminated/out-of-date food • clean dry-store and move food off floor • request Pest Control contractor to attend e <p>Preparation;</p> <ul style="list-style-type: none"> • dispose of contaminated rice • isolate defective equipment/utensils • report water quality to 'Estates Helpdesk' <p>Cooking;</p> <ul style="list-style-type: none"> • carry on cooking until cooked <p>Refreshing/cooling;</p> <ul style="list-style-type: none"> • dispose of rice if exposed to excessive temperature abuse • review procedure <p>Chilled storage;</p> <ul style="list-style-type: none"> • dispose of rice if exposed to excessive temperature abuse <p>Reheating;</p> <ul style="list-style-type: none"> • regenerate until correct temperature has been achieved <p>Hot display;</p> <ul style="list-style-type: none"> • dispose of rice if held < 63°C for period of 2 hours or more • report and isolate defective equipment 	<p>Unit Manager</p> <p>Unit Manager</p> <p>Unit Manager</p> <p>Unit Manager</p> <p>Unit Manager</p> <p>Unit Manager</p>	

Additional information may be found in the Food Safety Manual -
<i>Section 2: Operational Standards: OS/03: Storage of food</i>
<i>Section 2: Operational Standards: OS/05: Preparation of food</i>
<i>Section 2: Operational Standards: OS/06: Cooking of food</i>
<i>Section 2: Operational Standards: OS/07: Cooling of food</i>
<i>Section 2: Operational Standards: OS/09: Reheating of food</i>
<i>Section 2: Operational Standards: OS/10: Hot display of food</i>

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