

CP/02A: CHILLED STORAGE OF PERISHABLE FOOD

Hazards

1. **Microbiological**; germination of spores, growth of pathogenic bacteria and/or formation of toxins as a result of temperature abuse
2. **Microbiological**; cross-contamination of pathogenic bacteria as a result of poor storage practices
3. **Microbiological**; food not of the quality demanded caused by food spoilage bacteria and/or expired shelf life

Controls & Critical Limits	Monitoring Procedure	Frequency	Control Sheet	Corrective Action & By Whom
Refrigerator operates between 1°C - 5°C	Visual check	Upon delivery	TM/04 Storage of food	If operating > 5°C re-set thermostat (LM) If defective contact maintenance contractor (LM)
Food stored < 8°C	Sample temperature of appliance/ food	Twice daily	TM/04 Storage of food	Reduce shelf-life or discard food exposed to temperature abuse (LM)
Food in-date and adequate shelf life intact	Check 'use-by' or 'best-before' dates	Daily	TM/04 Storage of food	Discard out-of-date food (LM)
Raw and cooked foods stored separately	Visual check	Daily		Separate raw and cooked foods (FH) Discard contaminated food (LM)
Food stored off the floor	Visual check	Daily		Move food off the floor (FH)
Food effectively wrapped	Visual check	Daily		Wrap food effectively (FH)
All food dated and labelled	Visual check	Daily		Date food as PREQ01 (FH) Review process for chilled storage of perishable food (LM)

For additional information on this subject please refer to the following procedures in the 'Food Safety Manual 2019':

• Section 2: Operational Standards - OS/03: Storage of food

• Section 5: Temperature Monitoring - TM/01: Temperature Monitoring

Version	Date of issue	Author	Endorsed by
V3	May 2020	Graham Day; Health & Safety Adviser	Graham Hakes; Senior Health & Safety Adviser

CP/02B: STORAGE OF FROZEN FOOD

Hazards	<ol style="list-style-type: none"> 1. Microbiological; germination of spores, growth of pathogenic bacteria and/or formation of toxins as a result of temperature abuse 2. Microbiological; cross-contamination of pathogenic bacteria as a result of poor storage practices 3. Microbiological; food not of the quality demanded caused by food spoilage bacteria and/or expired shelf life
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Controls & Critical Limits	Monitoring Procedure	Frequency	Control Sheet	Corrective Action & By Whom
Freezer operates at -18°C	Visual check	Twice daily	TM/04 Storage of food	If operating > - 18°C re-set thermostat (LM) If defective contact maintenance contractor (LM)
Food stored < -18°C	Sample temperature of appliance/ food	Twice daily	TM/04 Storage of food	Reduce shelf-life or discard food exposed to temperature abuse (LM)
Food in-date and adequate shelf life intact	Check 'use-by' or 'best-before' dates	Daily	TM/04 Storage of food	Discard out-of-date food (LM)
Food not stored above 'load-line' in chest freezer	Visual check	Daily		Reorganise chest freezer and relocate items to alternative appliance (LM)
Raw and cooked foods stored separately	Visual check	Daily		Separate raw and cooked foods (FH) Discard contaminated food (LM)
Food stored off the floor	Visual check	Daily		Move food off the floor (FH)
Food effectively wrapped	Visual check	Daily		Wrap food effectively (FH)
All food dated and labelled	Visual check	Daily		Date food in line with PRP01 (FH) Review process for storage of frozen food (LM)

For additional information on this subject please refer to the following procedures in the 'Food Safety Manual 2019':

• Section 2: Operational Standards - OS/03: Storage of food

• Section 5: Temperature Monitoring - TM/01: Temperature Monitoring

Version	Date of issue	Author	Endorsed by
V3	May 2020	Graham Day; Health & Safety Adviser	Graham Hakes; Senior Health & Safety Adviser

CP/02C: STORAGE OF DRIED & AMBIENT GOODS

Hazards

1. **Microbiological**; food not of the quality demanded caused by food spoilage bacteria and/or expired shelf life
2. **Physical & Chemical**; contamination of food due to damaged packaging, glassware and can
3. **Physical**; contamination of food with hair, dead bodies and/or faeces from food pests

Controls & Critical Limits	Monitoring Procedure	Frequency	Control Sheet	Corrective Action & By Whom
All food in-date	Visual check of dates	Daily		Discard food that has passed its 'use-by' date (LM)
Food stored off the floor	Visual check	Daily		Move food off the floor (FH)
Cans not: rusty, dented or blown	Visual check	Daily		Isolate from use (FH)
Packaging not: split or torn	Visual check	Daily		Isolate from use (FH)
Jars/bottles not: cracked or damaged	Visual check	Daily		Isolate from use (FH)
Fruit/veg no: bruising or mould	Visual check	Daily		Isolate from use (FH)
No evidence of pest damage	Visual check	Daily		Isolate from use (FH)
Stock control in place	Visual check	Daily		Bring old stock to front (FH) Discard out of date stock (LM)
Goods free from mould and spoilage	Visual check	Daily		Discard mouldy/spoilt and contaminated food (LM)
Dry store cool and dry				Submit request to address storage environment (LM)

For additional information on this subject please refer to the following procedures in the 'Food Safety Manual 2019':

• Section 2: Operational Standards - OS/03: Storage of food

• Section 5: Temperature Monitoring - TM/01: Temperature Monitoring

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