	<b>Facility Sanitation SOP</b>	02
		Revision: 01
		Effective Date:10/16/23

## Halal Sanitation Standard Operating Procedure (SSOP)

### 1. Introduction:

This document provides a Basic guide to sanitation, hygiene practices at Chefscape Kitchen to maintain the halal integrity of our products. for consumer

### 2. Objective:

To ensure that every aspect of our production - from personnel and equipment to the products themselves - adheres to strict hygiene and sanitation standards, thus upholding our commitment to halal standards.

### 3. Scope:

This procedure encompasses sanitation protocols for personnel, equipment, and products within the Halal Product Facility (HPF).

### 4. Personnel (The Halal Product Handler, or HPH):

4.1. **Training:** All HPHs undergo weekly training to understand the importance of personal hygiene and its role in maintaining the halal integrity of our products.

#### 4.2. Hand Hygiene:

- HPHs are required to wash hands using antibacterial soap for at least 20 seconds before starting work, after breaks, after handling non-halal items, and after using the restroom.
- Hand sanitizers are placed strategically throughout the HPF for easy access.

#### 4.3. Protective Clothing:


- HPHs must wear clean Aprons, hair net, and gloves when handling HPs.
- Clothing should be changed daily or when visibly soiled.

4.4. **Health:** Any HPH showing signs of illness is not permitted to handle HPs until cleared by a medical professional.

### 5. Equipment (The Halal Product Equipment, or HPE):

#### 5.1. Routine Cleaning:

- All HPEs are cleaned and sanitized at the start and end of each shift.
- A mid-day sanitation break may be instituted during prolonged operation hours.
- Clean all HPE Zone Area are cleaned and sanitized
- Clean storage zone HP
- Clean all restroom in facility

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## 5.2. Deep Cleaning:

- All HPEs undergo deep cleaning and sanitization Bi-weekly to eliminate any potential contaminants.
- Clean wall, behind Equipments, Filliters
- Cleaning schedules are logged and monitored.

5.3. **Separation:** Any equipment also used for non-halal products is clearly labeled and stored separately. Before it is used for HPs, it undergoes a rigorous cleaning process.

5.4. **Sanitization Agents:** Antibacterial sanitizer, bleach, isopropyl alcohol, antibacterial soap.

## 6. Products (The Halal Product, or HP):

### 6.1. Incoming Products:

- All incoming HPs are inspected for any signs of contamination.
- Take product out of the boxes and into a container with name, date, before storage.
- Frozen products go directly to the freezer HP zone.
- Produce are place in a pallet for inspected before going to storage

### 6.2. Storage:


- All HPs are stored in clean, sanitized, and designated areas to prevent cross-contamination.
- Regular checks are made to ensure storage areas maintain their cleanliness.
- Make sure products are where there's supposed to be and proper label.

### 6.3. Processing:

- During processing, HPs are handled with utmost care, using sanitized tools and by trained HPHs to prevent contamination.
- Periodic cleaning is done during processing, especially during long production hours.

### 6.4. Packaging:

- All packaging materials are stored in clean, dry areas.
- HPs are packed in sanitized environments to prevent contamination during transit or storage.
- Each station has a clean towel .
- Wrapping Station Have aluminum sheet for product
- Proper label finish boxes for location.

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**7. Review and Updates:**

This SSOP will be reviewed semi-annually or when any significant changes occur in the facility. Training sessions will be updated to reflect any changes, ensuring all HPHs are informed and equipped to maintain our halal standards.

**8. Approval:**

This SSOP has been approved by Angel Sanchez HED on 10/16/23. For optimum results, the restaurant/catering kitchen should also consider regular audits, both internal and from certified halal organizations, to validate the efficacy of the SSOP.