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|  | Utensil Cleaning | Document ID 6.5.1.55 | Revision 0000 |
| | Editor Josh Smith | Approval Date 5/10/2019 | Supersedes: |
| Approved by Eli Kratzert | | | |

Purpose:

The purpose of this document is to ensure the proper cleaning and sanitization of Utensils in the facility. This procedure will outline proper cleaning, visual inspection and sanitizing of the Utensils.

CHEMICALS REQUIRED TO COMPLETE THIS TASK:

| | | |
|--------------------|----------|--|
| FS 12167 | Zep Inc. | Chlorinated Sanitizer 50-200ppm Active Chlorine |
| FS Formula 4089 | Zep Inc. | Liquid Detergent 6-8 oz per gallon of water |
| Bakery Pan Cleaner | Zep Inc. | Non-Foaming Detergent .75-2oz/gal |
| Pot and Pan Plus | Zep Inc. | Liquid Detergent .25-.5oz/gal |

PROCEDURE:


The sanitation procedure is to be completed daily as the equipment is used.

Safety

- Ensure that all necessary personal protective equipment is worn during sanitation including, but not limited to Safety Glasses, Rubber Gloves, Rubber Boots, Sanitation Apron, and Slip-Resistant Shoes.
- Ensure that all Lock-Out precautions have been taken prior to beginning sanitation. Also, ensure that all electrical boxes are closed and covered to prevent water damage. Electrical components include touch screens, buttons, and electrical junction boxes.
- Ensure that Utensils are handled with care and safely.

Cleaning the Equipment:

- Gather used utensils and place in a bin to be washed.
- Pre-Rinse the utensils with an open Sanitation Hose with Hot Water to remove all visible soil and debris from the utensils.
- Place smaller utensils in the dishwasher and run. (Utensils will be washed with bakery pan cleaner, rinsed with water, and then sanitized with 12167). Visually inspect after being ran through the dishwasher, if inspection fails, re-rinse utensils and re-run through the dishwasher until the utensils pass visual inspection.
- Larger utensils, that will not fit in the dish washer, need to have detergent applied to them and scrubbed with a green scouring pad.
- Rinse the larger utensils with an open Sanitation Hose with Hot Water.
- Visually inspect the utensils for any evidence of remaining soil. If the visual inspection fails, repeat the Pre-Rinse, Soap, Clean and Post-Rinse Steps until the equipment passes visual inspection.
- Apply FS 12167 sanitizer to the larger utensils. Allow the sanitizer to air dry.

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Post-cleaning:

- Once all utensils are cleaned, properly store all utensils on the utensil and part shelf in clean and dry plastic totes.
- Remove the cleaning equipment and chemicals from the area and ensure they are returned to the properly designated and secure areas in accordance with the Chemical Control Policy, 6.1.1.1.

I. REVISION HISTORY:

| REVISION NUMBER | REASON | DATE | BY WHOM |
|-----------------|---------------|-----------|---------|
| 01 | New Document | 5/10/2019 | JS |
| 02 | Annual Review | 4/16/2020 | JS |
| 03 | | | |

II. REVIEW AND APPROVAL:

Marsha Black

Director of Quality and Food
Safety

5/10/2019

Name

Title

Date

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|---|-----------------------------|-----------------------------------|-------------------------|
|  | FS 520 | Document ID 6.5.1.9a | Revision 0000 |
| | Editor Josh Smith | Approval Date 8/31/2020 | |
| Approved by Keith Kropp | | | |

INTENT:

- ❖ To ensure against undesirable Microbiological Growth.

PERSONAL PROTECTIVE EQUIPMENT:

- ✓ Rubber Gloves
- ✓ Rubber Boots
- ✓ Apron
- ✓ Safety Glasses

EQUIPMENT NEEDED:

- ✓ Scrub Pad and White Scrub Brush
- ✓ Water Hose
- ✓ Foamer
- ✓ Plastic sheeting
- ✓ Parts cart

CHEMICALS REQUIRED TO COMPLETE THIS TASK:

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|----------|------------------------------|
| FS 4089 | 4-6oz/gal of water |
| FS 12167 | 50-200ppm available chlorine |

PRECAUTIONS:

- ✓ Unplug and lock out equipment prior to cleaning

FREQUENCY OF CLEANING:

- ✓ Daily as used

TIME REQUIRED:

1 hour

PREPARATION:

- ✓ Cover electrical equipment with plastic
- ✓ Store disassembled parts on the parts cart to be washed at the dish washer

DISSAMBLY PROCEDURE:

1. Carefully remove water wheel from chamber
2. Remove manifold and take care of gaskets
3. Unbolt and remove the press cover, take care of gaskets

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4. Remove insert rings
5. Remove knives
6. Remove counter bearings and support plate
7. Remove blue belt
8. Remove safety valve
9. Remove the inlet pipe from the Handtman to the FS 520

CLEANING PROCEDURE:

1. Using open hose hot water rinse the interior and exterior of the equipment.
2. Apply FS4089 to the equipment and allow too dwell on equipment for a few minutes. Scrub as needed.
3. Using open hose hot water rinse equipment.
4. Inspect equipment for residual material. If noted repeat prior steps.
5. If no residual material remains proceed to sanitizing
6. Apply FS 12167 sanitizer to the equipment and allow to air dry.
7. Inspect cleanliness of parts from the dishwasher, rewash if needed.
8. Store parts on a sanitary surface until ready to be installed
9. Reassemble.

ASSEMBLY PROCEDURE:

1. Install Safety Valve
2. Install Blue belt with the directional arrow in the correct position
3. Install Support Plate and Counter Bearings
4. Insert correct knives for production
5. Install Insert Rings
6. Install Press Cover with proper cups for production. Take care of gaskets.
7. Install Manifold. Take care of gaskets
8. Install Water Wheel. Spray with oil and carefully install. Make sure it is aligned properly.
9. Align the FS520 with the fryer
10. Hook up inlet pipes from the FS520 to Handtmann

FOLLOW-UP:

- Discard any used scratch pads from the area.
- Remove cleaners and cleaning equipment from the area.
- Remove plastic sheeting from the machines.
- Remove lock out from machine.

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II. REVIEW AND APPROVAL:

Josh Smith


 Name

QA Manager

 Title

8/31/2020

 Date

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|  | Freezer Tunnel (Fry Line) | Document ID 6.5.1.10 | Revision 0003 |
| | Editor Josh Smith | Approval Date 4/11/2017 | |
| Approved by Keith Kropp | | | |

INTENT:

- ❖ To ensure against undesirable Microbiological Growth.

PERSONAL PROTECTIVE EQUIPMENT:

- ✓ Rubber Gloves
- ✓ Rubber Boots
- ✓ Apron
- ✓ Safety Glasses

EQUIPMENT NEEDED:

- ✓ Scrub Pad and Scrub Brush
- ✓ Water nozzle and hose
- ✓ Chemical Foamer

CHEMICALS REQUIRED TOO COMPLETE THIS TASK:

| | |
|----------|------------------------------|
| FS 4089 | 4-6oz/gal of water |
| FS 12167 | 50-200ppm available chlorine |

PRECAUTIONS:

- ✓ Use caution while working around moving equipment and conveyors.

FREQUENCY OF CLEANING:

- ✓ Daily as used

TIME REQUIRED:


1 hour

PREPARATION:

- ✓ Cover electrical motors and panels with plastic

PROCEDURE:

1. Turn off valve to liquid nitrogen.
2. Rinse off top of freezer tunnel.
3. Raise freezer tunnel with the “Up Arrow”
4. Using hot water, rinse the exterior, the belt and the belly of the freezer tunnel.
5. Turn the belt on and adjust speed as needed.

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6. Spray the freezer tunnel belt off while it is running.
7. Apply FS 4089 to the belt and interior of the freezer tunnel using the foamer. Allow foam to dwell for 5 minutes.
8. Rinse interior of tunnel using open hose hot water.
9. Inspect interior if old material is noted repeat steps 5-8 above.
10. If no old material is observed proceed to step 11.
11. Apply FS 12167 sanitizer to the belt while it is running.
12. Close tunnel.
13. Turn off the belt.
14. Rinse the top exterior of the freezer tunnel off.

FOLLOW-UP:

- Remove plastic from electrical equipment.
- Remove cleaners and cleaning equipment from the area.

I. REVISION HISTORY:

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| 01 | New Document | 5/9/2016 | MLB |
| 02 | Revision and Annual Review | 4/11/17 | JS |
| 03 | Annual Review | 8/21/18 | MLB |
| 04 | Annual Review | 7/11/19 | MLB |
| 05 | Annual Review | 4/16/2020 | JS |

II. REVIEW AND APPROVAL:

Marsha Black

Director of Quality and Food
Safety

5/9/2016

Name

Title

Date

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|---|-----------------------------|-----------------------------------|-------------------------|
|  | Handtmann | Document ID 6.5.1.14 | Revision 0003 |
| | Editor Josh Smith | Approval Date 4/11/2017 | |
| Approved by Keith Kropp | | | |

INTENT:

- ❖ To ensure against undesirable Microbiological Growth.

PERSONAL PROTECTIVE EQUIPMENT:

- ✓ RUBBER GLOVES
- ✓ Rubber boots
- ✓ Apron
- ✓ Safety Glasses

EQUIPMENT NEEDED:

- ✓ Scrub Pad and Brush
- ✓ Food contact scrapper

CHEMICALS REQUIRED TOO COMPLETE THIS TASK:

| | |
|--------------------|---------------------------------|
| FS 4089 | RATE: 4-6oz Per Gallon Of Water |
| FS 12167 Sanitizer | RATE: 50-200ppm Chlorine |

PRECAUTIONS:

- Lock out machine prior to dismantling.

FREQUENCY OF CLEANING:

- Daily as used

TIME REQUIRED:

- 1 hour

PREPARATION:

- Cover electrical equipment.

PROCEDURE:

1. Open cover and remove rotor.
2. Remove pump vanes, place on sanitary surface.
3. Remove seals inside hopper and place on sanitary surface.
4. Remove spring plate and place on sanitary surface.
5. Remove scrappers and place on sanitary surface.
6. Place all parts above in the washer to clean.
7. Using open hose hot water rinse the interior and exterior of the equipment.

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8. Apply FS4089 to the equipment and allow too dwell on equipment for a few minutes. Scrub as needed.
9. Using open hose hot water rinse equipment.
10. Inspect equipment for residual material. If noted repeat steps 7-9 above.
11. If no residual material remains proceed to step 12.
12. Apply FS 12167 sanitizer to the equipment and allow to air dry.
13. Reassemble.

FOLLOW-UP:

- Remove cleaning equipment and chemicals from the area.
- Remove plastic from electrical equipment.

I. REVISION HISTORY:

| REVISION NUMBER | REASON | DATE | BY WHOM |
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| 05 | Annual Review | 4/16/2020 | JS |

II. REVIEW AND APPROVAL:

Marsha Black


Director of Quality and Food
Safety

5/9/2016

Name

Title

Date

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|---|-------------------------------|-----------------------------------|--------------------------------|
|  | Afeco Mixer (1000 Lbs) | Document ID 6.5.1.34 | Revision 0001 |
| | Editor Josh Smith | Approval Date 8/16/2017 | Supersedes: 8/3/2016 |
| Approved by Keith Kropp | | | |

Purpose:

The purpose of this document is to ensure the proper cleaning and sanitization of the Afeco 1000 Lbs Mixer. This procedure will outline proper disassembly, cleaning, visual inspection and sanitizing of the equipment.

CHEMICALS REQUIRED TO COMPLETE THIS TASK:

| | | |
|------------------|----------|--|
| FS Formula 12167 | Zep Inc. | Chlorinated Sanitizer 50-200ppm Active Chlorine |
| FS Formula 4089 | Zep Inc. | Liquid Detergent 4-6oz per gallon of water |

PROCEDURE:


The sanitation procedure is to be completed daily as the equipment is used.

Safety

- Ensure that all necessary personal protective equipment is worn during sanitation including, but not limited to Rubber Gloves, Rubber Boots, Sanitation Apron, and Slip-Resistant Shoes.
- Ensure that all Lock-Out precautions have been taken prior to beginning sanitation. Also, ensure that all electrical boxes are closed and covered to prevent water damage. Electrical components include touch screens, buttons, and electrical junction boxes.

Cleaning the Equipment:

- Pre-Rinse the mixer interior and exterior using an open Sanitation Hose with Hot Water to remove all visible soil and debris from kettle surfaces. Be careful to keep motor housings dry.
- Apply detergent to the kettle interior and exterior surfaces.
- Use appropriate sanitation-designated equipment (scrub pads, wipes, etc.) to manually clean the exterior and interior of the mixer. Scrub mixer shafts, mixing blades, mixer interior walls, depositor doors and mixer exterior.
- Rinse the exterior and interior of the kettle using an open Sanitation Hose with Hot Water to remove detergent residues. Be careful to keep motor housings dry.
- Visually inspect the mixer exterior, interior, mixing shafts, mixing blades, mixer interior walls, and depositor doors for any evidence of remaining soil or detergent residues. If the visual inspection fails, repeat the Pre-Rinse, Soap, Clean and Post-Rinse Steps until the equipment passes visual inspection.
- Apply FS Formula 12167 sanitizer to the mixer interior, mixing shafts, mixing blades, mixer interior walls, and depositor doors. Allow a minimum of 2 minutes contact time to sanitize.
- Allow mixer to air dry.

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Post-cleaning

- Remove the cleaning equipment and chemicals from the area and ensure they are returned to the properly designated and secure areas in accordance with the Chemical Control Policy, 6.1.1.1.
- Remove the plastic covering from all electrical equipment.

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| 04 | Annual Review | 7/11/19 | MLB |
| 05 | Annual Review | 4/16/2020 | JS |

II. REVIEW AND APPROVAL:

Marsha Black

Director of Quality and Food
Safety

5/9/2016

Name

Title

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