

## **Collective Hospitality Covid -19 procedure plan: Cleaning Schedule**

### **On Entering Collective Hospitality**

- On Arrival: Staff must enter the Staff changing rooms through the laundry collecting their clean uniforms, PPE and Sanitizing their hands as they enter.
- On entering the Kitchen, you must be fully dressed in provided uniform and PPE and must wash your hands for 20 seconds and sanitize them.
- Then we must perform Morning temperature checks on all fridges and freezers and record.
- On delivery of all goods via our contactless delivery system items are separated, sanitized, and put away in our designated and sterile walk in fridges.
- Checking all temperatures of high-risk goods chicken/fish etc.

### **Set up of section for Work and Cleaning**

- Wash all surfaces with hot soapy water and dry, then sanitize allow 10 min contact time and then wipe dry with blue paper towel.
- You Must fill in all cooking and chilling record sheets during the day
- You must clean and sanitize your section between every task undertaken with the company procedure set out above.

## **End of day Clean Down Daily**

- You must Clean down all surfaces and below surfaces with hot soapy water and then wipe dry then sanitizing allow 10 min contact time then dry with blue paper towel
- Rubbish bins are to be emptied as they fill and then bleached and washed after every shift.
- All Floors including walk in fridges/dry stores/ delivery floors are to be swept of all debris and then mopped in a wet mop/ Dry mop standard using floor cleaner. The mop is then to be rinsed under hot water and the mop bucket rinsed out and allowed to dry.
- All cleaning schedules are to be filled out.
- All Cook and chill Temperature sheets are to be signed off and handed in to supervisor.
- As you leave the kitchen you must remove PPE and dispose of in the bin and wash your hands for 20 secs and sanitize them.
- On getting changed in the designated area you must leave via the laundry room leaving your uniform in the correct dirty laundry bin to be washed and sanitize on 60 degrees wash for the following day.
- You must leave following the company exit procedure through the loading bay door, with minimal contact and keeping to social distancing set out in company guidelines.

## **Our Cleaning Products are**

- Kemsol K2 Kitchen Cleaner
- Kemsol K4 Kitchen Sanitizer