

Ref: MS-13
Oct. 2012



COMBE MILL SOCIETY

RIVERSIDE TEAROOM METHOD STATEMENT

CMS-MS-13

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1 General Requirements

- (a) Before opening to the public, the urn(s) should be filled and made safe.
- (b) The hot water heater should be switched on
- (c) Foodstuffs for sale must be kept covered as far as possible to avoid contamination. Surplus stock must be held in closed containers.
- (d) Open foodstuffs for sale must only be handled using tongs.
- (e) Care must be taken using the urn(s) to avoid scalding.
- (f) Staff serving open food should wear appropriate protective clothing (tabard)
- (g) Staff serving food must have clean hands. Impregnated tissues can be used as an interim measure between washings.
- (h) At the close of business all crockery and cutlery should be washed up at the sink provided and put away.
- (i) At the close of business the hot water heater must be turned off.
- (j) The sink area should be covered when not in use.
- (k) Tables and chairs used by visitors should be frequently inspected, used cups etc cleared away and the table tops cleaned with antiseptic wipes or a cloth using a proprietary cleaning fluid.
- (l) The floor should be frequently inspected, any food droppings promptly cleared away and spills mopped-up.

2 PPE

Persons serving food should:

- (a) wear a clean tabard or similar
- (b) wear disposal gloves
- (c) always handle cakes with tongs