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## eWare Handling & Cleaning Procedures

Best practice in ware washing, equipment and hard surfaces



## Why am I doing this program?

An important part of your job is to enhance the safety and satisfaction of your customers and co-workers.

This learning tool helps you to:

- ▲ Comply with safe work place practices
- ▲ Make your job easier and more effective



## eWare Handling &amp; Cleaning

## Objectives

By the end of this program you should be able to demonstrate the ability to clean and sanitise:

- ▲ Using a dish washer
- ▲ Using a the sink
- ▲ Equipment in place
- ▲ Hard surfaces



## eWare Handling & Cleaning

### Cleaning and Sanitising

**Note**

#### Cleaning

Cleaning means 'clean to the touch', that is, free from any dirt, dust or food particles that you can see (they do not necessarily smell). Cleaning is the removal of these particles and contaminants.

#### Sanitising

Sanitising means to apply heat and/or chemicals (or other processes) to a surface so that the number of bacteria on the surface is reduced to a level that is safe for food contact. Sanitising is the process of making something more hygienic by reducing the amount of micro-organisms (bacteria) to a safe level.

A surface needs to be thoroughly cleaned before it is sanitised, as sanitisers are unlikely to be effective in the presence of food residues and detergents.





## eWare Handling & Cleaning

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### Safety First

Whenever you are working with cleaning products, always know what you are using by reading the manufacturer's label and the Material Safety Data Sheet and Safety Data Sheet (MSDS/SDS).

Always ensure that you:

- ▲ Wear your Personal Protective Equipment ([PPE](#)) where appropriate
- ▲ Never mix cleaning products
- ▲ Are aware of electrical safety especially when cleaning around equipment
- ▲ Beware of hazards which may cause slips, trips and falls



## eWare Handling &amp; Cleaning

## Hand Washing

One of the most important aspects of cleaning is hand hygiene. Clean ware starts with clean hands.

You should wash your hands:

- ▲ Before the start of each shift
- ▲ After going to the toilet
- ▲ After smoking
- ▲ After eating and drinking
- ▲ After blowing your nose



## eWare Handling &amp; Cleaning

## Morning Start Up

At the start of each shift you will need to prepare the dishwasher for operation by doing the following:

Before filling the dishwasher:

- ▲ Check the cleanliness of the machine;
- ▲ Re-assemble the scrap trays, baskets and curtains;
- ▲ Ensure the upper / lower wash and rinse arms are free from blockages;
- ▲ Re-assemble the overflow standpipe (plug) or close the drain valve.

Do not run the dishwasher unless the:

- ▲ Wash temperature is between 55°C - 65°C, in accordance with local regulations and/or manufacturer's instructions;
- ▲ Final rinse temperature is a minimum of 82°C/83°C (AUS/NZ);
- ▲ Adequate chemicals (detergent and rinse aid) are present



## eWare Handling &amp; Cleaning

## Warewashing Process

The warewashing process is a step by step procedure that demonstrates the different levels of the cleaning process.

### Step 1 - Preparation

Preparation for cleaning includes hand scrapping and sorting using the decoy system.

### Step 2 - Racking

Racking includes rack loading and pre-flushing the racked dishes.

### Step 3 - Flatware

All flatware requires pre-soaking and washing.

### Step 4 - Wash/Rinse

The wash cycle removes grease, fats and oils and is followed by the rinse cycle to remove detergents.

### Step 5 - Rewash

Rewash may be required if there was a breakdown in the warewashing process.





## eWare Handling &amp; Cleaning

## Step 1: Preparation

Preparation is a two step process involving hand scrapping and sorting.

Hand scrapping requires you to scrap loose food scraps off ware into the rubbish bin, using a soft rubber or plastic spatula - not a metal one.

Once this has been completed the soiled ware must be sorted using the decoy system.

**Note**

## eWare Handling &amp; Cleaning

## Step 2: Racking

The racking system involves the process of rack loading as well as pre-flushing.

When rack loading, rack dishes of the same size and type together in straight rows, without overloading or overlapping.

Place cups, glasses, bowls etc. upside down in racks. Ensure you place only one layer in each rack.

Pre-flush the racked dishes with cold to warm water using your overhead pre-spray hose. You should do this over the sink and not in the dishwasher.



Note 1

Note 2

Tip



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## Step 3: Flatware

**Note**

Flatware must go through pre-soaking as well as washing.

Pre-soak all cutlery for 15 to 20 minutes in warm water with an appropriate pre-soak product (see Note).

Then place in cutlery baskets with handles down, eating end up, ready for machine washing. Knives, forks and spoons should be mixed so as to avoid shielding.

After the wash / rinse cycle (discussed next), shake the baskets well to remove excess water. When dry, store with handles facing upwards.

**NEVER** touch the eating surfaces!



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## Step 4: The Wash / Rinse Cycle

Loading the rack will vary depending on machine type. Check your gauge for the correct temperature for the wash cycle. It should be between 55°C - 65°C. If the water is too hot it bakes the food onto the ware. If it is too cool it will not remove grease, fats and oils.

**Important****Note**

After the wash cycle is complete, the rinse cycle starts. Again check your gauge, which should read a minimum of 82°C/83°C (AUS/NZ). This temperature is required to reach thermal sanitation.

After the cycle has finished, remove the rack, but exercise caution as the ware will be hot and may cause burns. Allow to dry for 30-45 seconds, and then remove from racks and store.





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### Step 5: Rewash

Rewash is nearly always caused by a break-down in procedures.

Rewash could result from:

- ▲ Dried soils
- ▲ Incorrect racking
- ▲ Incorrect rack selection
- ▲ Poor scraping or pre-flushing
- ▲ Low wash temperature or wash pressure
- ▲ Dirty water
- ▲ Stained cups
- ▲ Dishwashing detergent and/or rinse aid has run out

Regularly review all procedures to ensure 'one pass' washing with your supervisor and your Ecolab Territory Manager.



Note

## eWare Handling &amp; Cleaning

## Change the Water

Regularly changing the water in your dishwasher is an important part of getting good results. This should be done after each meal service regardless of the machine type.

It is also good practice to change the water before washing glassware



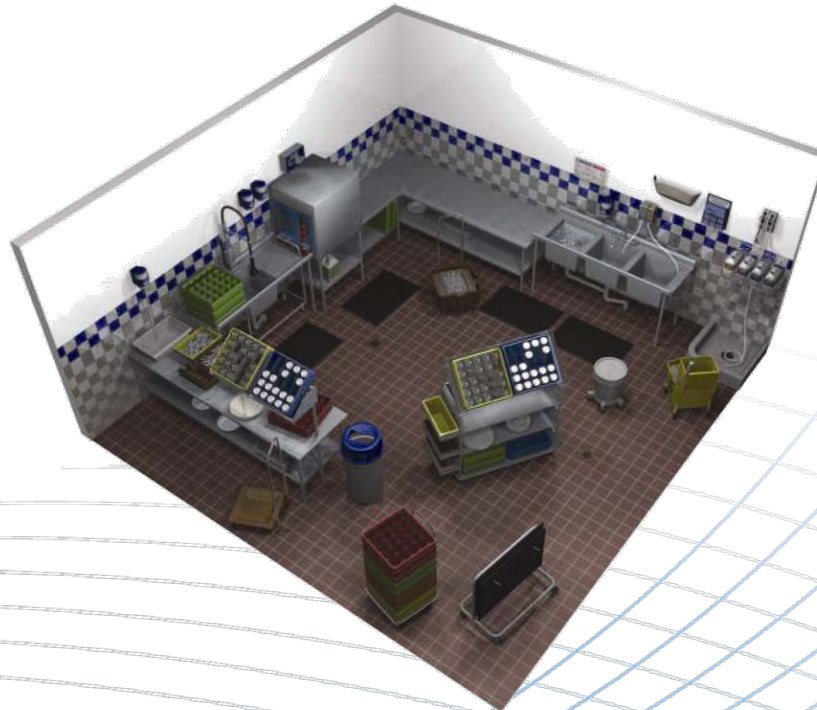
## eWare Handling &amp; Cleaning

## How can Raburn help you achieve better results?

Raburn is used in the ware handling process and combines the functions of racking, soaking, transporting and storing ware into one system. It helps to:

- ▲ Reduce ware breakages;
- ▲ Save labour;
- ▲ Improve safety of employees;
- ▲ Increase productivity.

For more information on the Raburn program, ask your Ecolab representative.



## eWare Handling &amp; Cleaning

## End of Day Clean Up

The end of day clean up is the process of cleaning all the equipment within the kitchen. This includes the cleaning of:

- ▲ Dishwashers;
- ▲ Pots and pans;
- ▲ Equipment;
- ▲ Hotplates;
- ▲ Hard Surfaces;
- ▲ Floors.

It is important that you understand the clean up process for each element to ensure safety within the work environment.





## eWare Handling & Cleaning

### Dishwasher Clean Up

**CAUTION:** Before cleaning always ensure the machine is switched off!

Once you have checked the machine is off, follow the steps below:

- ▲ Remove the 'plug' (overflow standpipe) or open the drain valve to empty the water from the dishwasher.
- ▲ Take out all removable parts for cleaning. This includes scrap trays, baskets, curtains and upper / lower wash and rinse arms
- ▲ Check the overall machine inside and out for cleanliness.

After cleaning, do not re-assemble the machine. Machine parts should be left to air dry so that they are ready for re-assembly the next morning.



Note

Tip

## eWare Handling & Cleaning

### Pots and Pans - Manual Processing

Note

Similar to all food contact surfaces, pots and pans need to be cleaned and sanitised. This can be done according to the following steps:

1. Scrap all excess soils from pots and pans into the bin.
2. Soak in a detergent solution for at least five minutes.
3. Scrub all surfaces to remove remaining soils.
4. Rinse (and sanitise, where required) and leave to air dry. **DO NOT** wipe dry!



## Cleaning Equipment

**Note**

**CAUTION:** Always unplug the equipment before starting to clean.

Some kitchen equipment cannot be cleaned in the dish washer or the sink and will need to be cleaned in place. We will use a slicer as an example.

1. Dismantle parts for washing as per pot and pan procedure.
2. Clean non-removable parts using sink detergent and a suitable brush.
3. Rinse with clean water and wipe dry.
4. Sanitise non-removable parts with a Quat Sanitiser spray solution and allow to air dry. **DO NOT** wipe dry!



## Cleaning Hotplates

**Note**

Another example of cleaning in place are hotplates. To clean a hotplate:

1. First wait until it is cool enough to work with, then scrape all loose soils.
2. While surface is still warm (approx 50°C) apply a Ecolab oven and grill cleaner.
3. Leave the product on the hotplate according to the product label.
4. Clean the edges and sides of the hotplate.
5. Scrape off loosened soil and rinse thoroughly with a clean, wet cloth.
6. Empty and wash the scrapings pan and then replace.
7. As the hotplate starts to heat up again, brush with a food grade vegetable oil.

**Tip**



## eWare Handling &amp; Cleaning

## Cleaning Hard Surfaces

Kitchens have many hard surfaces that need to be kept clean and sanitised. As an example let's look at a stainless steel bench top:

1. Always wipe up any food soil immediately.
2. Clean using an Ecolab surface cleaner.
3. Wipe down the surface to remove all visible soils.
4. Rinse thoroughly with a clean, wet cloth.
5. Dry the bench top using a clean, dry cloth.
6. Apply a Quat Sanitiser to the entire surface and allow to air dry.



## eWare Handling &amp; Cleaning

## Floor Cleaning

**Note**

A clean floor will assist with a safe and hygienic work place. Clean as required and at the end of every work day. The following steps should be followed when cleaning floors:

1. Sweep up and remove all loose rubbish.
2. Wet mop the entire floor with a solution of floor cleaner. Allow this to stand for between 2 and 5 minutes to loosen the soil.
3. Scrub the entire floor with a stiff brush, including the kick boards and around equipment legs.
4. Squeegee any excess water into the drain.
5. Rinse all floor and kick board surfaces with clean hot rinse water.
6. Squeegee the floor dry or leave to air dry.



## eWare Handling &amp; Cleaning

## Rinse Free Floor Cleaning

**Note****Tip**

If you are using rinse free floor cleaner such as Ecolab Wash'n'Walk, follow these simple steps:

1. Sweep up and remove all loose rubbish.
2. Make up a solution of floor cleaner using cold to warm water ([less than 45C](#)).
3. Wet mop the entire floor. Allow the product to sit for 15 minutes.
4. Scrub the entire floor with a stiff brush, including the kick boards and around equipment legs. Do not rinse.
5. Squeegee excess to drain.



## eWare Handling &amp; Cleaning

## Summary

This program has covered many aspects of ware washing, cleaning kitchen equipment and surfaces. We highlighted the importance of good practice when using a dishwasher, manually washing pots and pans, cleaning equipment and floor cleaning.

An important part of your job is to enhance the safety and satisfaction of your customers and co-workers by complying with safe and efficient work place practices that will make your job easier and more effective.

At all times have a safety first attitude!

If you have any further questions please speak to your supervisor or your Ecolab Territory Manager.







## Assessment



You have now completed this training session.

You will be asked 20 randomly selected multiple choice questions.

The pass mark is 90%.

Your training supervisor will now provide you with a set of questions.

Good Luck !

