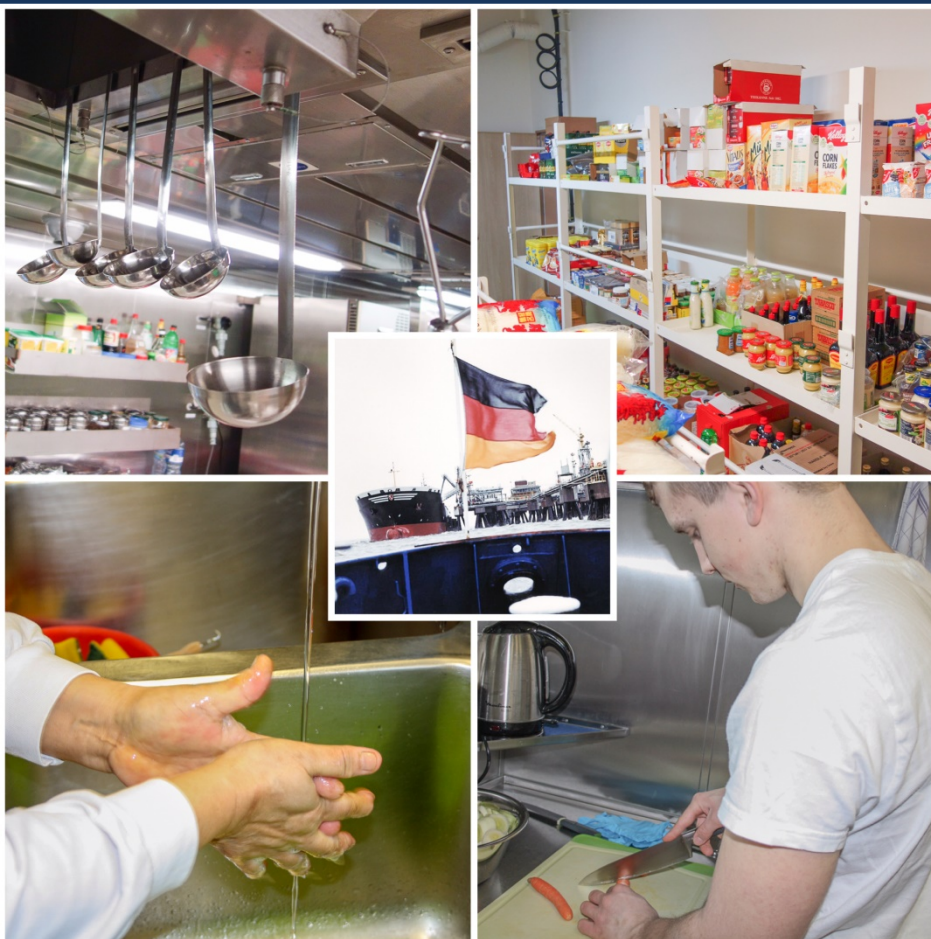


Guidelines for Food Hygiene on Board Ships flying the German Flag (Food Hygiene Guidelines)



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**Guidelines for Food Hygiene
on Board Ships Flying the German Flag
(Food Hygiene Guidelines)**



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Legend



Important note



Information or instruction necessary



Documentation necessary



Verification necessary

1. General Information

1.1 Introduction

These guidelines serve as an orientation for the relevant rules and standards in the field of food hygiene. They offer a basis for the training and instruction of galley and catering staff on board seagoing ships flying the German flag.



The present guidelines are a recommendation for the implementation of the applicable food hygiene regulations. It is expressly pointed out that the complete contents of the corresponding laws and regulations are always relevant.

1.2 Basic Information and Definitions

Legal Provisions

- Regulation of the European Parliament and Council on food safety (Regulation (EC) No. 178/2002)
- Regulation of the European Parliament and Council on food hygiene (Regulation (EC) No. 853/2004)
- Maritime Labour Act (SeeArbG – Seearbeitsgesetz)
- Infection Protection Act (IfSG – Infektionsschutzgesetz)
- Food Hygiene Ordinance (LMHV - Lebensmittelhygiene-Verordnung)
- Drinking Water Ordinance (TrinkwV – Trinkwasserverordnung)

Supplementary Information

- DIN 10503 – Food Hygiene (Definitions, HACCP-concept)
- DIN 10508 – Food Hygiene – temperature requirements for foodstuff
- DIN 10514 – Food Hygiene – hygiene training
- DIN 10516 – Food Hygiene - cleaning and disinfection
- DIN 10523 – Food Hygiene – pest control in the food area
- DIN 10524 – Food Hygiene – work wear in food business
- DIN EN ISO 15748-1 – Potable water supply on ships and marine structures

Definitions and Abbreviations

Food enterprises =	are enterprises, regardless of their profit aims and public or private nature, with activities related to the production, processing and distribution of food.
Food enterpriser =	is the natural or legal person who is responsible for compliance to standards of food legislation of the food enterprises under his control.
Food =	are all substances or produce which are designated or can be expected after careful discretion to be consumed by humans in a processed, partly processed or an unprocessed condition.
Food hygiene =	means the measures and conditions necessary to control hazards and to ensure fitness for human consumption of a foodstuff taking into account its intended use.
Perishable foods =	are such foods that without sufficient cooling perish in a short period of time and can become a health hazard for the consumer.
Storage temperature (L) =	is the air temperature in which food should be stored.
Product temperature (P) =	is the temperature at all points within the produce.
Drinking water =	is all water on board, which is especially intended for drinking, for the preparation of food and beverages and for personal care and cleaning. Drinking water must comply with the qualitative requirements of the Drinking Water Ordinance (TrinkwV).

1.3 General Responsibilities of the Shipowner

The shipowner has to ensure that

- the drinking water, the water supply system and its operation are in accordance with the judicial drinking water regulations in force, and
- the provisions are in accordance with the judicial food regulations in force and that the galley and catering staff is appropriately familiarized with the standards in force.

In addition, the shipowner has to ensure that the galley and catering staff is instructed on the work bans and responsibilities of §§ 42, 43 of the Law on Protection against Infection when commencing duties on board and subsequently every 2 years. These instructions are to be documented in the logbook.



1.4 The Master's Responsibilities

The master or a person designated by him has to ensure that inspections of

1. the drinking water and food supplies,
2. all rooms and equipment items intended for storage of provisions and drinking water, and
3. the galleys and other food preparation and catering equipment

are conducted at least monthly and documented in the ship's logbook.



1.5 Work Bans and Prohibitions of Employment

Persons who

1. are infected or are suspected of being infected with typhoid fever (typhus), paratyphoid (paratyphus), cholera, shigella dysentery, salmonellosis, and other infectious gastroenteritis or hepatitis virus A or E infections,
2. have an infected wound or a different kind of skin disease, where the pathogenic organisms could be transferred via food,
3. excrete any of the pathogenic organisms shigella, salmonella, enterohaemorrhagic escherichia coli or cholera vibrios

may not work or be employed

1. in galleys, mess rooms and pantries on board ships when serving / catering for crew members and other persons on board
2. in the production, handling or distribution of the following foods if they might be in contact with them:
 - Meat, poultry and its products
 - Milk and dairy-based products
 - Fish, crayfish and molluscs and their products
 - Egg products
 - Food for infants and young children
 - Ice cream and semi-finished ice creams
 - Bakery products with a filling or coating which is not thoroughly baked or heated through
 - Gourmet salads, raw salads and potato salads, marinades, mayonnaise, other emulsified dressings, baker's yeast

1.6 The Crew Members' Reporting Duties acc. to the Infection Protection Act (IfSG)

If a crew member working as a member of the galley or catering staff experiences an occurrence of any of the diseases listed in no. 1.5, he or she is obligated to immediately report this to the shipowner and the master.



1.7 The Shipowner's and the Master's Responsibilities acc. to the Infection Protection Act (IfSG)

If evidence or facts become known to the shipowner or the master that give cause for a work ban based on **no. 1.5**, any actions needed to prevent a transmission/spread of the pathogenic organisms have to be taken.

1.8 General Standards for Drinking Water

The condition of drinking water has to be such that its consumption or use does not lead to a damage of human health especially by pathogenic organisms. It has to be pure and fit for human consumption. These requirements are deemed to be met if the water preparation and water distribution are done following at least the generally accepted codes of practice and standards of §§ 5 to 7a of the Drinking Water Ordinance.

When adding treatment substances and using disinfection procedures, the list of approved treatment substances and disinfection procedures of the German Federal Environment Agency (UBA) is to be followed.

(<http://www.umweltbundesamt.de/wasser/themen/trinkwasser/trinkwasseraufbereitung-stoffliste.htm>)



According to § 3 of the SeeUnterkunftsV, the shipowner has to ensure that the facilities for drinking water supply comply with the relevant state of the art. Decisive for this is, among others, the standard DIN EN ISO 15748-1 (Potable water supply on ships and marine structures). Among other things, this includes regulations for the annual microbiological¹ examination of the drinking water on board.



Legionella

Legionella are bacteria that are usually transmitted through atomised water. In general, an absorption of the pathogens via the mouth or over the skin does not lead to any health impairment. Only the intake of bacteria-containing water as an aerosol via the respiratory tract may lead to infection. A possible source of infection in the galley area would be, for example, the use of hand showers for cleaning dishes and kitchen utensils.

To prevent endangerment by legionella, the drinking water on board should be regularly tested for Legionella. If the technical measures value taken from the Drinking Water Ordinance (100 CFU²/100 ml) are exceeded, the measures required by the generally accepted rules of technology to protect the health of the crew members must be carried out (e.g. control of water heating (at least 60 °C), flushing plan for the water piping system and further investigations).



The Drinking Water Ordinance (TrinkwV) contains further regulations regarding Legionella investigations in drinking water heating systems.

¹ Scope of examination: Escherichia coli (E. coli), enterococci, coliform bacteria, colony count 22 ° C, colony count 36 ° C, Pseudomonas aeruginosa

² Colony forming units of the Legionella (CFU)

1.9 HACCP (Hazard Analysis and Critical Control Points)

Article 5 of the Directive (EC) No. 852/2004 obliges the food enterpriser (shipowner) to establish, execute and sustain a persistent procedure based on the HACCP principles of hazard analysis and determination of critical points in the course of food processing (see Annex).

No.	Description of the principles and examples
1	<p>Detection of hazards that could arise from the food throughout the whole process from purchasing to serving (hazard analysis)</p> <ul style="list-style-type: none"> Listing of all potential biological, chemical or physical hazards
2	<p>Determining the critical control points (CCP) making a check necessary to avoid a hazard to the consumer. Possible CCP's:</p> <p>CCP1 goods receipt CCP2 storage and cooling temperature of the food CCP3 heating and keeping the food warm CCP4 cleaning and disinfecting the galleys, pantries, mess rooms and provision rooms</p>
3	<p>Specification of the limit values of the determined CCP's:</p> <p>CCP1 maintaining the cold chain, no contamination, proper packaging and smell, valid best before date and use-by date CCP2 required cooling temperature, best before date, use-by date CCP3 a serving temperature of hot dishes of at least 65°C, a core temperature for frying meat dishes (roasts) of 70° for at least 10 minutes or 80° for at least 3 minutes CCP4 hygienic work environment in galleys, pantries, mess rooms and provision rooms</p>
4	<p>Specification and implementation of methods of monitoring the CCP's:</p> <p>CCP1 incoming goods inspection at takeover CCP2 daily checks of the cooling temperatures as well as before the processing of the food, checking the best before date and use-by date on a regular basis CCP3 Verification of the required core temperature during cooking or cutting a test slice, checking the serving temperature of the dishes CCP4 daily cleaning of the galley, pantry and mess rooms, weekly cleaning of the provision rooms, weekly check for pest infestation</p>
5	<p>Defining corrective actions in case the monitoring shows that a critical control point is not under control:</p> <p>CCP1 rejection of the goods or immediate consumption if cooling temperatures were not kept during delivery CCP2 correction of the cooling temperature, immediate consumption, elimination of the food CCP3 reheating or continued heating CCP4 post-cleaning or disinfecting</p>
6	<p>Preparation of documents and records of actions taken under the HACCP concept, such as:</p> <p>CCP1 goods receipt log CCP2 measurement protocol and inventory list CCP3 instructions on heating and serving temperature CCP4 cleaning and disinfection schedule</p>
7	<p>Establish a review process to determine whether the measures established to monitor critical control points are efficient and appropriate.</p> <ul style="list-style-type: none"> Verification within the scope of the checks in accordance with § 98 of the Maritime Labour Act

2. Instruction on Food Hygiene Issues

The shipowner has to ensure that crew members handling food are monitored appropriately during their activity and instructed and familiarized in food hygiene issues.



Appropriate intervals have to be chosen for instruction sessions and familiarizations. It is recommended to conduct the first instruction session before commencement of duties on board and to repeat the instruction session after an appropriate amount of time, depending on the service time on board the ship. Records of the instructions have to be kept, documenting the date and the names of the instructed crew members.



On ships without a ship's cook, the crew member responsible for the preparation of the food shall be trained or instructed in the fields of food and personal hygiene in addition to handling and storing regulations on board.

2.1 Staff hygiene to avoid food-related infections

- Crew members working in an area where food is handled have to keep a high degree of personal cleanliness; they have to wear appropriate and clean work clothes and protective clothing where necessary (see DIN 10524 – Food Hygiene – work wear in food business).
- Before the start of work, each new work segment and after each visit to the toilet, hands have to be washed thoroughly with liquid soap under running warm water (see annex).



- The drying of the hands has to be done with disposable paper towels.
- Before starting work any rings, watches, wristbands have to be removed.
- The hair has to be covered during galley work.
- Injuries on hands and arms have to be properly taken care of and covered with a waterproof material (and an appropriate glove might have to be worn).
- Food may not be coughed or sneezed on.
- Smoking is prohibited in food areas.



2.2 Food storage

Food has to be stored in such a way that harmful spoilage is avoided and a protection against contamination is ensured.

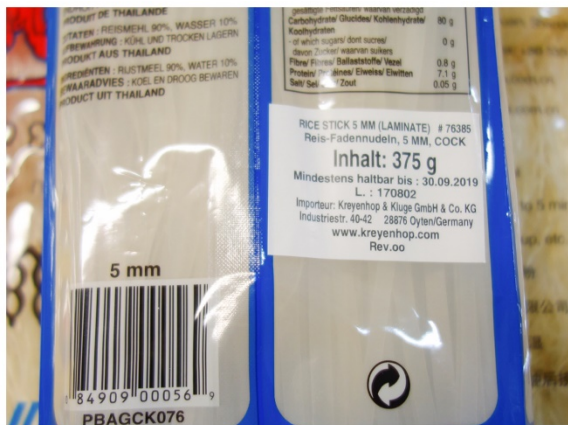


General information

- Perishable foods have to be consumed promptly after the packaging has been opened or removed, including the remains from opened tinned food.
- To avoid germs spreading from raw meat or fish produce onto those that are ready-for-use, they have to be covered and stored separately from each other.
- Food should preferably not be stored in opened packaging, but should be filled into clean, closed containers.
- The cooling requirements, the best before dates and use-by dates on the food grade packaging have to be observed.
- Food is only to be removed from the refrigerator just before its processing or consumption.

Best Before Date (BBD): The BBD is neither a use-by date nor a date of expiry. It is determined by the manufacturer, and states up to when a food, given proper care and storage is provided, will keep its product features. After the expiry of a product's best before date, it needs to be assessed whether it is still consumable or not. If a change in colour, texture, smell or taste can be detected, the product should be disposed of.

Use-By Date (UBD): The UBD states up to which point of time food must have been used. After the expiry of the UBD, the product should not be consumed anymore.



Temperature requirements and recommendations for food

Temperature tracking and compliance with specific temperatures play a critical role in controlling the unwanted multiplication of microorganisms when producing, handling, transporting, storing and distributing food.

Subject to no further conflicting requirements, perishable food should be stored at temperatures not exceeding 7 °C.

The cooling temperatures given in the table below include the most important temperature requirements. Some of the requirements are based on legal regulations while others are a guidance. Full particulars on this can be found in the standard DIN 10508.

Food	Type of Temperature	Temperature °C
frozen food	product temperature	-18
ice cream	product temperature	-18
Dairy products (butter, cream cheese, soft cheese, cut cheese, inter alia)	product temperature	+10
meat, fresh	product temperature	+7
poultry, fresh	product temperature	+4
Mince (minced meat), fresh	product temperature	+2
fishing products, fresh	storage temperature	Temperature approaching that of melting ice
fishing products, processed	storage temperature	+7
chicken eggs (from 18th day after the laying date)	storage temperature	+5 to +8
Other perishable food (e.g. bakery products with a filling or coating which is not thoroughly heated through, fresh cut salads, gourmet salads)	storage temperature/ product temperature	+7

2.3 Handling of food

At all stages of delivery, storage, processing and servicing, food is to be protected from contamination making it unsuitable for human consumption or harmful.

Receipt of Goods

It has to be ensured that food is only accepted at delivery on board the ship if it is evidently in perfect condition and suitable for human consumption.

- The sound condition of the transport boxes and cardboard containers as well as the condition of the cans are to be checked (Damaged cans and jars must be rejected).
- It has to be checked whether the required temperatures have been kept during the delivery. (The goods should be rejected if the temperatures have been exceeded for longer periods of time).
- The freshness of the food and potential discolouration are to be checked visually. This also includes the testing for pest infestation.
- It is necessary to check that meat and fish products have been effectively separated from other foods, such as fruit and vegetables.

Handling of food

- Fresh food has to be thoroughly cleaned before being processed.
- Raw meat and raw fish are to be prepared separately from vegetables, fruit and herbs. Different galley utensils such as different coloured chopping boards³ with smooth surface are to be used for this purpose. These are to be thoroughly cleaned before they can be used for other food.



³ e.g.: ● green = salad and fruits, ● orange = vegetables, ● yellow = poultry, ● blue = fish raw, ● red = meat raw, ○ white = baked goods / dairy products

- Unwashed food must not get in contact with cleaned food.
- Direct contact of the hands with ready-to-eat dishes is to be avoided; for this purpose, cutlery and galley utensils are to be used.
- Food has to always be washed and cooked with drinking water to ensure that the food is not contaminated.
- If food is to be stored or served cool, it has to be cooled down to a safe temperature (at a maximum of 7 °C) that will not give rise to any health risk as soon as possible after heating or, if no heating is required, after its processing has been completed.

Heating food and keeping it warm

- Food has to be sufficiently heated to a temperature of at least 70-80 °C.
- Hot ready-to-eat perishable food has to be kept warm at a minimum product temperature of 65 °C.
- Hot ready-to-eat dishes are to be cooled down to a maximum of 7 °C, preferably within 2 hours to avoid bacterial growth.
- Heated dishes have to be cooled down in flat containers, if possible.



Defrosting of food

- Frozen food is best thawed in the refrigerator.
- Never leave thawed foods in its own liquid.
- Frozen goods should be consumed immediately after thawing.
- Do not refreeze defrosted food.

2.4 Hygiene at the work place

Cleaning and disinfection

- The galley rooms and their service areas are to be kept clean. The extent and specific details of the cleaning and disinfection should be documented in a corresponding plan.
- Galleys, pantries and mess rooms are to be cleaned thoroughly at least once a day after all work is done.
- After the cleaning work has been executed, disinfection measures are to be taken where a high germ load is likely.
- Frequent cleaning in between scheduled cleaning improves the hygiene of the galley.
- If possible, use different coloured cleaning cloths⁴ for different areas of application.
- Cleaning and disinfection agents must not be stored in areas where food is handled.
- When handling food, disposable kitchen towels instead of dishcloths are to be used.
- If dish cloths are used, they are preferably to be changed daily and thoroughly washed.
- Knives and worktops are to be properly cleaned with hot water and washing-up liquid after use and dried.
- Chopping boards are to be cleaned in the dishwasher, as far as possible, at the end of the work - or to be washed off or brushed off in hot water with washing-up liquid.
- The surface of a chopping block has to be sanded off regularly, at the latest when the surface displays dents and notches.
- If possible, the dishes and galley utensils should be cleaned in the dishwasher. This has the advantage of washing at a temperature of 60-70 °C and therefore offers better hygienic cleaning of the dishes.
- If the dishes are washed by hand, they should not soak for long, since warm water is an ideal breeding ground for bacteria.



⁴ e.g.: ● red = toilets and floors, ● yellow = other facilities and equipment in the sanitary area,
● green = furnishings and equipment in galleys,
● blue = furnishings and equipment in useable areas/provision rooms,

Food waste

- Food waste and other garbage are to be stored in closable bins that are easy to clean and disinfect as necessary.
- The garbage cans in galley, pantry and mess room are to be emptied and cleaned thoroughly every day.
- The provisions of Annex V of the MARPOL Convention concerning the storage and disposal of food waste are to be observed.



Pest control

- The most important preventive action in avoiding a pest infestation is the observation of general tidiness and cleanliness.
- Preventive actions are aimed at removing the food sources and eliminating hidden places for potential pest infestation.
- Galley and storage rooms are to be kept clear of insect infestation and other vermin.
- As a precaution, food, as well as all rooms and pieces of equipment for storing and handling food, are to be checked for pest infestation on a regular basis.
- If a pest infestation is detected, the pest has to be removed using adequate methods (see DIN 10523 Food Hygiene – pest control in the food area).

ANNEX

Five keys to safer food



Keep clean

- ✓ Wash your hands before handling food and often during food preparation
- ✓ Wash your hands after going to the toilet
- ✓ Wash and sanitize all surfaces and equipment used for food preparation
- ✓ Protect kitchen areas and food from insects, pests and other animals

Why?

While most microorganisms do not cause disease, dangerous microorganisms are widely found in soil, water, animals and people. These microorganisms are carried on hands, wiping cloths and utensils, especially cutting boards and the slightest contact can transfer them to food and cause foodborne diseases.

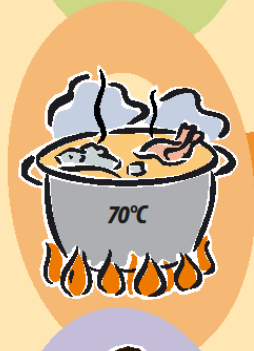


Separate raw and cooked

- ✓ Separate raw meat, poultry and seafood from other foods
- ✓ Use separate equipment and utensils such as knives and cutting boards for handling raw foods
- ✓ Store food in containers to avoid contact between raw and prepared foods

Why?

Raw food, especially meat, poultry and seafood, and their juices, can contain dangerous microorganisms which may be transferred onto other foods during food preparation and storage.

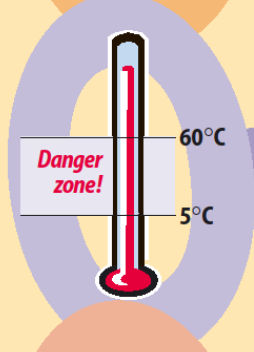


Cook thoroughly

- ✓ Cook food thoroughly, especially meat, poultry, eggs and seafood
- ✓ Bring foods like soups and stews to boiling to make sure that they have reached 70°C. For meat and poultry, make sure that juices are clear, not pink. Ideally, use a thermometer
- ✓ Reheat cooked food thoroughly

Why?

Proper cooking kills almost all dangerous microorganisms. Studies have shown that cooking food to a temperature of 70°C can help ensure it is safe for consumption. Foods that require special attention include minced meats, rolled roasts, large joints of meat and whole poultry.



Keep food at safe temperatures

- ✓ Do not leave cooked food at room temperature for more than 2 hours
- ✓ Refrigerate promptly all cooked and perishable food (preferably below 5°C)
- ✓ Keep cooked food piping hot (more than 60°C) prior to serving
- ✓ Do not store food too long even in the refrigerator
- ✓ Do not thaw frozen food at room temperature

Why?

Microorganisms can multiply very quickly if food is stored at room temperature. By holding at temperatures below 5°C or above 60°C, the growth of microorganisms is slowed down or stopped. Some dangerous microorganisms still grow below 5°C.



Use safe water and raw materials

- ✓ Use safe water or treat it to make it safe
- ✓ Select fresh and wholesome foods
- ✓ Choose foods processed for safety, such as pasteurized milk
- ✓ Wash fruits and vegetables, especially if eaten raw
- ✓ Do not use food beyond its expiry date

Why?

Raw materials, including water and ice, may be contaminated with dangerous microorganisms and chemicals. Toxic chemicals may be formed in damaged and mouldy foods. Care in selection of raw materials and simple measures such as washing and peeling may reduce the risk.

How to Handwash?

WASH HANDS WHEN VISIBLY SOILED! OTHERWISE, USE HANDRUB

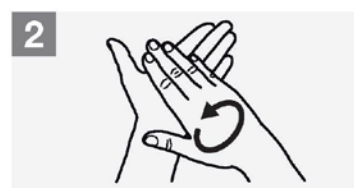
 Duration of the entire procedure: 40-60 seconds



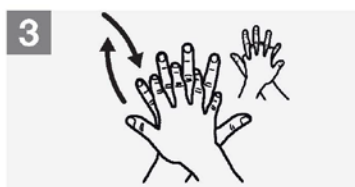
0 Wet hands with water;



1 Apply enough soap to cover all hand surfaces;



2 Rub hands palm to palm;



3 Right palm over left dorsum with interlaced fingers and vice versa;



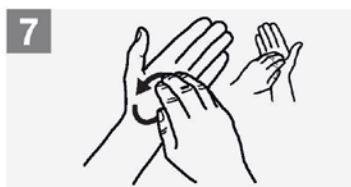
4 Palm to palm with fingers interlaced;



5 Backs of fingers to opposing palms with fingers interlocked;



6 Rotational rubbing of left thumb clasped in right palm and vice versa;



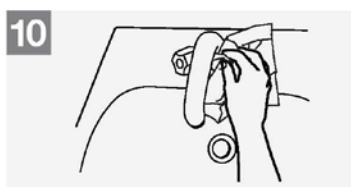
7 Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;



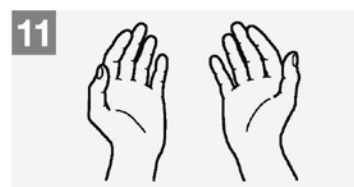
8 Rinse hands with water;



9 Dry hands thoroughly with a single use towel;



10 Use towel to turn off faucet;



11 Your hands are now safe.



World Health
Organization

Patient Safety

A World Alliance for Safer Health Care

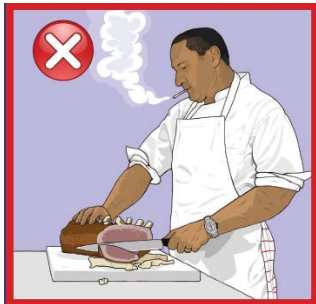
SAVE LIVES
Clean Your Hands

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WHO acknowledges the Hôpitaux Universitaires de Genève (HUG), in particular the members of the Infection Control Programme, for their active participation in developing this material.

May 2009

Food Hygiene



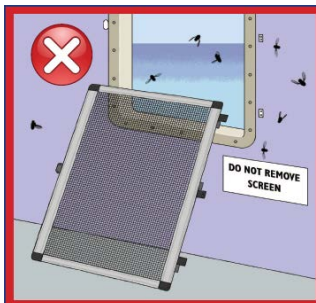
CHECK

Never smoke when handling or near foodstuffs. Keep your hair covered. Jewellery / watches should not be worn.



CHECK

Always wash your hands after a toilet call.



CHECK

Keep fly screens in place to prevent flies and insects entering via open galley windows.



CHECK

Always keep food storage lockers and areas clean with jars upright.



Food Hygiene



CHECK

Never allow workmen in dirty clothing in the galley.



CHECK

Always wear clean clothing and maintain clean working surfaces.



CHECK

Use colour coded carving boards to prevent cross contamination of food.



CHECK

Segregate refuse types and bag. Empty refuse bins regularly before they overflow. Recycle where possible.



Sources & Pictures: taken from a series of Steamship Mutual Loss Prevention Posters which have been provided by the Loss Prevention Department of the Steamship Insurance Management Series Ltd.

<https://www.steamshipmutual.com/loss-prevention>

Personal Safety



CHECK

Always concentrate when using sharp instruments / equipment.



CHECK

Always use care when washing sharp implements or glass items



CHECK

Wear approved shoes, clean up all spilled oils, fats & other substances or chemicals immediately.



CHECK

Caution. Avoid trip hazards.



Fire Safety



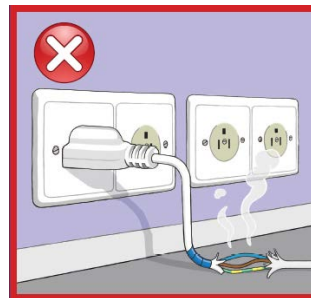
CHECK

Never leave plastic containers on or near a hot stove.



CHECK

First switch off power, always use an appropriate extinguisher or fire blanket subject to fire types.



CHECK

Always check and ensure electrical appliances have good and safe electrical leads.



CHECK

Never leave loose garments or drying cloths close to a hot stove or any sources of heat.

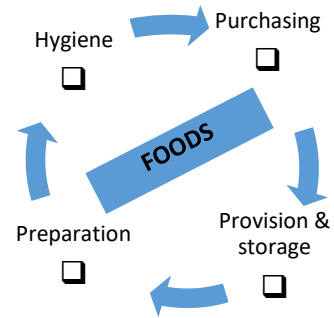


HACCP

Hazard Analysis and Critical Control Point

Self-responsible monitoring of food hygiene

Conducting a hazard analysis and a determination of critical control points. General limits min. / max. and a monitoring system are defined.
 Definition of corrective actions when critical values become apparent.
 Documenting figures and measures. Reviewing the complete system and adjusting as necessary.



	Taking provisions (receipt)	Storage	Preparation	Hygiene
<p>1</p> <p>Hazards from food</p> <p>Identification of hazards that can arise from food during the entire process from purchasing to serving (hazard analysis)</p> <p><u>Hazards</u> biological chemical physical</p>	<input type="checkbox"/> Microorganisms, mould <input type="checkbox"/> Parasites <input type="checkbox"/> Foreign bodies <i>hair, broken glass / parts</i> <input type="checkbox"/> Temperature failure <i>cooling supply chain</i> <input type="checkbox"/> Expiry date (best before, use-by) <input type="checkbox"/> Pollution <i>chemical</i> <input type="checkbox"/> Pollution <i>sensory</i> <input type="checkbox"/> Contamination <input type="checkbox"/> Others (define):	<input type="checkbox"/> Microorganisms, mould <input type="checkbox"/> Parasites <input type="checkbox"/> Foreign bodies <i>hair, broken glass / parts</i> <input type="checkbox"/> Temperature failure <i>cooling supply chain</i> <input type="checkbox"/> Expiry date (best before, use-by) <input type="checkbox"/> Pollution <i>chemical</i> <input type="checkbox"/> Pollution <i>sensory</i> <input type="checkbox"/> Contamination <input type="checkbox"/> Others (define):	<input type="checkbox"/> Microorganisms, mould <input type="checkbox"/> Parasites <input type="checkbox"/> Foreign bodies <i>hair, broken glass / parts</i> <input type="checkbox"/> Temperature failure <i>cooling supply chain</i> <input type="checkbox"/> Expiry date (best before, use-by) <input type="checkbox"/> Pollution <i>chemical</i> <input type="checkbox"/> Pollution <i>sensory</i> <input type="checkbox"/> Contamination <input type="checkbox"/> Drinking water hygiene <input type="checkbox"/> Others (define):	<input type="checkbox"/> Microorganisms, mould <input type="checkbox"/> Parasites <input type="checkbox"/> Foreign bodies <i>hair, broken glass / parts</i> <input type="checkbox"/> Temperature failure <i>cooling supply chain</i> <input type="checkbox"/> Expiry date (best before, use-by) <input type="checkbox"/> Pollution <i>chemical</i> <input type="checkbox"/> Pollution <i>sensory</i> <input type="checkbox"/> Pesticide residues <input type="checkbox"/> Personal hygiene <input type="checkbox"/> Product hygiene <input type="checkbox"/> Garbage disposal <input type="checkbox"/> Others (define):
<p>2</p> <p>CCP - Critical Control Point</p> <p>Determination of critical control points (possibility for control to recognize a hazard)</p>	<input type="checkbox"/> Delivery (Taking provisions on board) <input type="checkbox"/> Others (define):	<input type="checkbox"/> Storage reefer (vegetable) room <input type="checkbox"/> Storage deep-freeze room <input type="checkbox"/> Storage dry provisions store <input type="checkbox"/> Storage galley / pantry <input type="checkbox"/> Others (define):	Foods <input type="checkbox"/> Heating <input type="checkbox"/> Keeping warm <input type="checkbox"/> Serving <input type="checkbox"/> Others (define):	Critical areas <input type="checkbox"/> Galleys <input type="checkbox"/> Pantries <input type="checkbox"/> Mess rooms <input type="checkbox"/> Provisions stores <input type="checkbox"/> Garbage rooms <input type="checkbox"/> Others (define):
<p>3</p> <p>CCP limiting permissible values</p> <p>Determination of limiting values for the defined CCP's as a level requiring actions (min. or max. values or other suitable ID tag)</p>	<input type="checkbox"/> Cooling supply chain maintained (<i>see table 'cooling temperature'</i>) <u>Protection:</u> <input type="checkbox"/> Biological contamination <input type="checkbox"/> Pests / parasites <input type="checkbox"/> Chemical contamination <input type="checkbox"/> Appropriate safe packaging <input type="checkbox"/> Packaging undamaged <input type="checkbox"/> Best before and use-by date (expiry) <input type="checkbox"/> Others (define):	<input type="checkbox"/> Cooling temperature <input type="checkbox"/> Best before date <input type="checkbox"/> Use-by date <input type="checkbox"/> Others (define):	<input type="checkbox"/> Serving temperature hot dishes $\geq 65^{\circ}\text{C}$ <input type="checkbox"/> Core temperature roasts (meat) $\geq 70^{\circ}\text{C}$ for 10min, or $\geq 80^{\circ}\text{C}$ for 3min <input type="checkbox"/> Others (define):	Work environment & preparation area <input type="checkbox"/> Hygienic <input type="checkbox"/> Free of oil & grease <input type="checkbox"/> No pests (infestation) <input type="checkbox"/> No mould <input type="checkbox"/> Others (define):

	Taking provisions (receipt)	Storage	Preparation	Hygiene
<p>4</p> <p>Monitoring</p> <p>Definition and implementation of measures to monitor CCP's (Determine methods, frequency, interval, monitoring system)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Inspection of goods upon receipt (Check during taking provision on board / incoming goods) <input type="checkbox"/> Others (define): 	<ul style="list-style-type: none"> <input type="checkbox"/> Check & record temperatures of cool provisions stores (daily) <input type="checkbox"/> Temperature check prior preparation <input type="checkbox"/> Check best before date <input type="checkbox"/> Check expiry date / use-by date <input type="checkbox"/> Others (define): 	<ul style="list-style-type: none"> <input type="checkbox"/> Testing the food core temperature during cooking <input type="checkbox"/> Check by cutting a sample <input type="checkbox"/> Monitor temperature: after cooking is completed (sending out food) <input type="checkbox"/> Monitor temperature: at the point of serving <input type="checkbox"/> Others (define): 	<ul style="list-style-type: none"> <input type="checkbox"/> Daily cleaning <ul style="list-style-type: none"> <input type="checkbox"/> Galley / pantry <input type="checkbox"/> Mess rooms <input type="checkbox"/> Cooling / provisions stores <input type="checkbox"/> Weekly cleaning <ul style="list-style-type: none"> <input type="checkbox"/> Galley / pantry <input type="checkbox"/> Mess rooms <input type="checkbox"/> Cooling / provisions stores <input type="checkbox"/> Monthly cleaning <ul style="list-style-type: none"> <input type="checkbox"/> Galley / pantry <input type="checkbox"/> Mess rooms <input type="checkbox"/> Cooling / provisions stores <input type="checkbox"/> Check for pest infestation <input type="checkbox"/> Others (define):
<p>5</p> <p>Measurers & actions</p> <p>Determination of corrective action as consequence of the CCP monitoring (violating limits)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Refuse receipt (rejection of the goods) <input type="checkbox"/> Immediate consumption <input type="checkbox"/> Others (define): 	<ul style="list-style-type: none"> <input type="checkbox"/> Correction of cooling temperature settings <input type="checkbox"/> Immediate consumption <input type="checkbox"/> Others (define): 	<ul style="list-style-type: none"> <input type="checkbox"/> Reheat the food / continue heating <input type="checkbox"/> Technical measures <input type="checkbox"/> Organizational measures <input type="checkbox"/> Familiarization & instruction <input type="checkbox"/> Others (define): 	<ul style="list-style-type: none"> <input type="checkbox"/> Post-cleaning <input type="checkbox"/> Adjusting methods <input type="checkbox"/> Cleaning & disinfection product adjustment. <input type="checkbox"/> Adjusting personal hygiene <input type="checkbox"/> Others (define):
<p>6</p> <p>Documentation</p> <p>Preparation of documents & records of HACCP measures</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Receipt log (accepting goods) <input type="checkbox"/> Others (define): 	<ul style="list-style-type: none"> <input type="checkbox"/> Measurement records and inventory list <input type="checkbox"/> Others (define): 	<ul style="list-style-type: none"> <input type="checkbox"/> Instructions / record keeping for heating and serving temperatures <input type="checkbox"/> Others (define): 	<ul style="list-style-type: none"> <input type="checkbox"/> Cleaning & disinfection plan <input type="checkbox"/> Others (define):
<p>7</p> <p>Review process - evaluation of effectiveness</p> <p>Review of defined measures for monitoring CCP – efficient and suitable?</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Master's inspection, SeeArbG §98 <input type="checkbox"/> Others (define): 	<ul style="list-style-type: none"> <input type="checkbox"/> Master's inspection, SeeArbG §98 <input type="checkbox"/> Others (define): 	<ul style="list-style-type: none"> <input type="checkbox"/> Master's inspection, SeeArbG §98 <input type="checkbox"/> Others (define): 	<ul style="list-style-type: none"> <input type="checkbox"/> Master's inspection, SeeArbG §98 <input type="checkbox"/> Others (define):