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BUC FOOD HYGIENE PROTOCOL

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This protocol outlines some general principles for the preparation and serving of food to the public.

This guidance covers areas where food is prepared, such as church premises and areas such as private residences where food is prepared for other individuals including members of the public.

General awareness and adequate training in regards to food hygiene, is essential for all individuals involved in the preparation, delivery and serving of food, for both members of our church, and the wider community. This has always been the case as a legal requirement, however, with the current COVID-19 Pandemic, we need to ensure that our in-reach and outreach initiatives, safeguards the health and safety of all individuals involved.

The following guidance is hereby advised for all individuals and entities providing food as part of their church event/ services or community activities:

1.0 Food safety awareness

1.1 Food hygiene guidance

Please read through and adhere to the current food guidance for the UK:

<https://www.food.gov.uk/business-guidance/food-hygiene-for-your-business>

1.2 COVID-19 and Food Hygiene

1.3 Essential reading

To ensure sufficient knowledge about food hygiene during the COVID-19 Coronavirus pandemic, the following specific guidance is recommended as essential:

<https://www.gov.uk/government/publications/guidance-for-consumers-on-coronavirus-covid-19-and-food/guidance-for-consumers-on-coronavirus-covid-19-and-food>

2.1 Training

It is advised, that all individuals and entities involved in the preparation, delivery and serving of food to the public, whether as part of church services or community outreach and ministry interventions, should undertake a course in Food Hygiene and safety.

Here are a few suggestions:

- Level 2 Food Safety & Hygiene for Catering (£20 + VAT)

<https://www.highspeedtraining.co.uk/food-hygiene/choose-level-2-version.aspx>

- CIEH Food Safety for Catering (£24.99 excluding VAT)

<https://www.learningplus.co.uk/food-hygiene-and-food-safety/cieh-level-2-food-safety-for-catering/>

If you have already attended an Food Hygiene course run by your Conference or Mission's Health Ministries department, and received a Food Hygiene Certificate, you are sufficiently trained to prepare and provide food for the public.

3.1 Transporting food

The delivery process of transporting food for public consumption, is also an area that falls under specific guidance.

Please access the requirements in the link below and ensure that all drivers transporting food, are aware of this guidance:

<https://www.foodprocessing.com/articles/2018/transporting-food-safely-and-efficiently/>

4.0 Food Hygiene essentials

4.1 Food handlers

Food handlers can be the source of two types of food safety hazard:

- Pathogenic bacteria (particularly if poor habits are adopted and personal hygiene standards are poor)
- Foreign body hazards

It is important to consider what controls can be used to minimise / eliminate these hazards.

Food handlers have a moral and legal responsibility to observe high standards of personal hygiene and to ensure they do not contaminate food.

The law states "every person working in a food handling area shall maintain a high degree of personal cleanliness and shall wear suitable, clean and, where appropriate protective clothing". *₁ (CIEH guidance)

4.2 Personal hygiene

Food handlers are potentially the biggest hazard in a food business; therefore, personal hygiene is vital hygiene control within the business or areas where food is served.

Bacteria live in or on our bodies. Our body temperature is 37°C, which is an ideal temperature for the growth of most food poisoning organisms.

Therefore, good personal hygiene is an essential control to ensure that bacteria is not transferred by us.

It is therefore essential, that food handlers keep themselves scrupulously clean and shower daily.

4.3 Hand hygiene

Why is hand hygiene so important?

Hands get everywhere; they are the main method of transferring contamination, which is why they must be regularly washed.

Where possible, food should not be handled with bare hands, instead tongs could be used to pick up foods.

Gloves should also be used.

Even if foods are not handled, contamination could be caused by touching equipment, utensils and surfaces during the day with your hands.

It is therefore essential that hands are washed regularly, so they are clean at all times.

This will ensure that:

- All harmful bacteria and substances are removed from hands
- Further contamination and cross contamination will not occur

How should hands be washed?

The correct hand washing procedure is essential to prevent contamination.

Hands should always be washed in the basin provided

Never use the sink used for washing equipment or food as this leads to contamination.

A non-hand operated water supply is preferred with comfortably hot water and unscented liquid soap.

Do not use a bar of soap, as it may carry bacteria from the last person who handled it.

The correct hand washing procedure:

- Once wet, soap should be rubbed vigorously into hands, ensuring each hand is cleaned, including the fingertips, between the fingers and the wrist and forearm. 20 seconds should be spent rubbing soap in. Please note that the initial NHS handwashing guidance, states washing hands from 15-30 seconds. However, with the advent of the COVID-19 Coronavirus pandemic, the minimum time advised to be spent in handwashing, is 20 seconds.
- Rinse hands with clear running water to remove all soap and dirt before drying them.

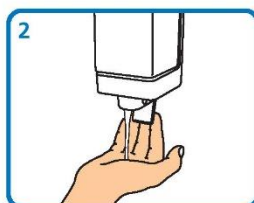
- Hands should be dried in a hygienic manner such as an air dryer, (during the COVID-19 pandemic, current scientific advice varies on the use of air dryers, especially high energy electric hand driers in public bathrooms), paper towel or clean roller towel (the roller towel is no longer recommended during the COVID-19 pandemic).
- See NHS Handwashing poster below:



Hand-washing technique with soap and water



1
Wet hands with water



2
Apply enough soap to cover all hand surfaces



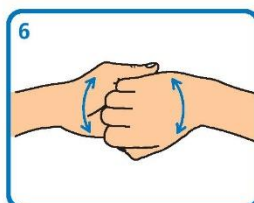
3
Rub hands palm to palm



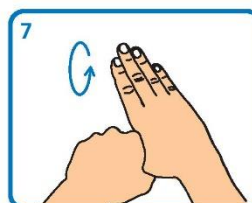
4
Rub back of each hand with palm of other hand with fingers interlaced



5
Rub palm to palm with fingers interlaced



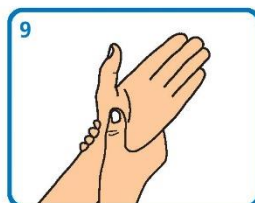
6
Rub with back of fingers to opposing palms with fingers interlocked



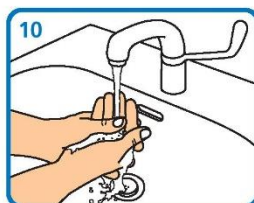
7
Rub each thumb clasped in opposite hand using a rotational movement



8
Rub tips of fingers in opposite palm in a circular motion



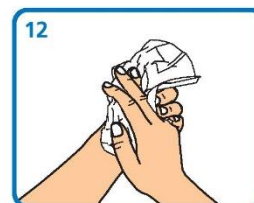
9
Rub each wrist with opposite hand



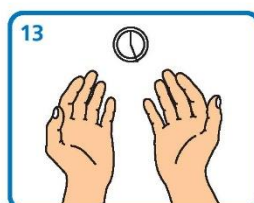
10
Rinse hands with water



11
Use elbow to turn off tap



12
Dry thoroughly with a single-use towel



13
Hand washing should take 15–30 seconds



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Adapted from World Health Organization *Guidelines on Hand Hygiene in Health Care*



WHO (World Health Organisation) hand washing video

Sharon Platt-McDonald & Grace Walsh

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To view the video, click on the link below:

https://www.who.int/gpsc/5may/hand_hygiene_video/en/

Always wash your hands:

- After using the WC
- Before starting work and when returning to work after a break during your working day or during the event you are participating in
- After eating, blowing your nose or touching your mouth, ears or hair
- After handling waste food or refuse
- Between handling raw food and high risk foods
- After carrying out any cleaning activity

General hand hygiene

- Hands and wrists should be washed frequently and thoroughly throughout the day, especially after touching surfaces.
- Cloths, tea-towels or aprons should never be used to wipe your hands as this causes contamination.
- Finger nails should be cut short to prevent harbouring bacteria. They must be kept clean with no nail varnish as it can chip and flake off into food.
- Some organisations may require the use of a hand disinfectant or sanitizer as well. This has become a common practice during the COVID-19 pandemic.

4.4 Nail brushes

It may also be necessary to use a nail brush to clean under nails, particularly after carrying out tasks such as handling raw meat or visiting the toilet. If using a nail brush, it must be scrupulously clean, as a dirty nail brush can introduce more bacteria onto the hand.

4.5 Appropriate protective clothing

All food handlers should wear clean, washable or disposable protective clothing which is ideally light coloured.

Protective clothing should:

- Be in good condition (without any rips and tears which could lead to frayed cottons contaminating food)
- Ideally have external pockets and no buttons (Press studs and Velcro fastenings are preferable as they reduce the risk of physical hazards)
- Always be worn in the food room
- What you are expected to wear will depend on your job role or event activity. However, the purpose of protective clothing remains the same - It is there to protect the food from you
- It should therefore be worn correctly, only whilst at work and should completely cover your ordinary clothing
- Protective clothing must be stored correctly away from food, equipment and packaging.

Dirty over clothes can harbour bacteria, which can be transferred to food if the clothing touches it.

Always wear appropriate protective clothing when handling food.

Outdoor clothes and footwear should not be worn or kept in food rooms.

Footwear should:

- Have low heels
- Be enclosed
- Have non-slip soles
- Be kept clean

4.6 Hair

The average human head sheds about 50 hairs each day and these, along with bacteria from the scalp, may contaminate food.

Certain controls will be in place in your workplace / premises to control the risk of hair dropping into food.

These controls may require you to:

- Wear clean head coverings / hats which completely enclose the hair
- Wear nets to cover beards and moustaches
- Have long hair tied back
- Never comb your hair whilst wearing protective clothing as this is when it is most likely to fall out. If this is done when protective clothing is being worn, hair can fall onto the shoulders and then onto food.
- Hats should always be put on before protective clothing to avoid getting hair on the outside of the protective clothing.

4.7 Gloves

Some food handling tasks may require you to wear food grade gloves.

Hands should be washed before and after putting them on.

Gloves should be changed regularly; especially if there is a risk they may have become contaminated e.g. between changing from handling raw meat to high risk foods.

Ensure the gloves are in good condition and are not ripped, as bits of the glove may fall into the food and contaminate it.

Do not wear gloves that have been designated for cleaning tasks to handle food.

4.8 Jewellery, Perfume and Make Up

Do not wear watches, brooches, jewelled rings or earrings as they can harbour dirt and bacteria and could drop into food.

Avoid strong smelling perfumes and heavy makeup, as these can taint food products, especially those in high fat food products e.g. butter and cheese.

4.9 The nose and mouth

Saliva and mucous can carry harmful bacteria. It is possible to contaminate food by:

- Sneezing
- Picking your nose
- Touching your mouth and then touching food
- Biting your nails
- Licking fingers or blowing into bags

5.0 Cuts and Spots - These provide an ideal place for bacteria to multiply.

All cuts or wounds should be covered with a detectable (usually blue), clean, waterproof dressing or appropriate approved covering.

Remember even a clean cut that has almost healed is a breeding ground for bacteria - keep it covered.

Ensure the first aid box is regularly restocked with blue plasters.

6.0 Reporting illness

Nobody suffering from the following should handle food:

- Diarrhoea or vomiting
- Skin infections or heavy colds
- Discharges from the eyes or ears

Notify your supervisor if you or a member of your household is ill with these types of symptoms or any illness.

Some cases require medical clearance before you can return to work as some people may be 'carriers', of certain illnesses. This means that they could be carrying the food poisoning bacteria in their systems after recovering from an illness, without showing any symptoms.

7.0 Unhygienic habits

Many actions and habits appear harmless, but in a food premises, they could cause contamination.

Things you should not do:

- Do not pick your nose or wipe your nose on your sleeve
- Do not spit, cough or sneeze over food

- Do not blow / breathe onto glassware & cutlery to help polish them
- Do not lick your fingers to separate papers, bags etc.

Things you must do:

- Always use a clean spoon each time to test and taste food, never use your fingers
- Always wash hands regularly
- Always dry hands on the correct towels
- If volunteers assisting you are smokers, they should be alerted to always wash their hands after smoking in the designated area

8.0 Key recap:

- People are a source of harmful bacteria and can contaminate food if personal hygiene standards are poor
- You must observe high standards of personal hygiene and follow organisational rules

COVID-19 – General information

To access the most relevant and up to date guidance in your area, please visit:

- [NHS: latest information and advice](#)
- UK Government: [gov.uk/coronavirus](https://www.gov.uk/coronavirus)
- Wales: [gov.wales/coronavirus-covid19](https://www.gov.wales/coronavirus-covid19)
- Scotland: [gov.scot/coronavirus-covid-19/](https://www.gov.scot/coronavirus-covid-19/)
- Northern Ireland: publichealth.hscni.net/news/covid-19-coronavirus

Document updated: 27/08/2020 by Sharon Platt-McDonald

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***1 CIEH Level 2 Award in Food Safety in Catering (Chartered Institute of Environmental Health)**