

Foods Lab Orientation and Cleaning Checklist

<p style="text-align: center;">Introduction</p>	<p>NUIP Foods Lab HPER N 227 – reserve with NUIP Admin. Assistant Door code: 15937# Retractable wall can be moved to allow access to classroom 226</p> <ul style="list-style-type: none"> o Contact scheduling@utah.edu to reserve HPER N 226
<p style="text-align: center;">Kitchen Safety</p>	<p>Fire extinguisher – located directly on your right as you enter the Lab</p> <ul style="list-style-type: none"> - Use (P.A.S.S) instructions for proper use <p>Emergency Response Guide – located next to fire extinguisher</p> <p>First aid kit – located on shelves on west wall next to fridge</p> <p>Exhaust fan – located on the south wall of the purple station</p> <p>NO BACKPACKS ALLOWED ON COUNTER TOPS – hooks located in first storage closet for backpacks</p>
<p style="text-align: center;">Food Purchasing, Storage and Ingredients</p>	<p>Instructors coordinate with TA's via email</p> <ul style="list-style-type: none"> - Print and carry purchase orders from Jun Daniel Jun@hsc.utah.edu - Purchase special ingredients as needed - Request reimbursement with Jun Daniel (receipt required) <p>Color coded food storage</p> <ul style="list-style-type: none"> - Cultural Aspect of Food (CAF) – orange - Culinary Medicine (CM) – red - UUCCN – Pink <p>All ingredients that are in the cabinets and fridge/freezer are for department use only. Use only the color coded food for your course, to ensure enough ingredients are available for each course</p> <p>Any leftover food, must be color coded, dated and stored properly</p> <p>Spices and dry ingredients – can be used freely</p>
<p style="text-align: center;">Food Safety</p>	<p>Review: Food Safety Charts, Food Poisoning and Keeping Food Safe at https://www.foodsafety.gov/ - to meet food handlers minimum requirements</p> <ul style="list-style-type: none"> - All meat MUST be removed from original packaging, placed in air-tight tupperware (located in Lab's first storage closet), labeled with date and stored in refrigerator bottom drawer

<p>Cooking Stations</p>	<p>Color coded stations ★★★It's your responsibility to ensure equipment is returned to correct station and to its correctly labeled position★★★</p> <p>Basic station equipment:</p> <ul style="list-style-type: none"> ○ Pots, pans, bakeware, plates, cups, silverware, bowls, measuring spoons/cups, cooking utensils, graters, steamers <p>Storage closet equipment:</p> <ul style="list-style-type: none"> ○ Kitchen aid mixer, emersion blender, crockpots, cast-iron pans, dutch oven, candy thermometers, food processors, etc. <p>NOTICE: Black station cookware (pots and pans) can ONLY be used at the black station.</p>
<p>Clean-up</p>	<p>Review attached cleaning checklist – can also be found on Lab door</p> <p>Rags, aprons, oven mitts – located in closet on the right of east fridge</p> <p>Broom, dustpans – located in closet in back corner of east wall</p> <p>Cleaning products – located in first storage closet on shelf</p> <p>Laundry bag – Large red bag for dirty rags, located in first storage closet (gets picked up every Monday and Thursday)</p> <p>Garbage MUST be taken to dumpster in HPER N parking lot if class falls on Friday afternoon</p>
<p>Dishwashers</p>	<p>DO NOT USE DISHWASHER – without permission from NUIP Department</p> <p>Dish dryers – located under each kitchen sink</p> <p>All dishes must be washed, dried and put away in proper location</p>
<p>Demonstration Area (black station)</p>	<p>Black station – can be used for class demonstrations</p> <p>After moving retractable wall, the instructor can tilt the mirror so students in the HPER N 226 classroom can see what the instructor is doing on the stove</p> <p>ONLY black station pots/pans will work on this stovetop</p> <p>MUST close retractable wall when done with class – tilt mirror back before moving the wall</p>

CDC Guidelines for COVID-19

As a guest(s) of the Foods Lab, it is your responsibility to complete all checklist items below before you leave. If you find things dirty and/or out of place when you arrive, notify the department Administrative Assistant located in the main office, room 214, otherwise you will be held responsible. Keep each other safe, and healthy!

Maintain Safe Behavioral Practices:

1. Unvaccinated people must maintain social distance (6 feet apart)
2. Wash hand upon entering Foods Lab for 20 seconds, and frequently there after
3. Unvaccinated people, must wear cloth face covering
4. Avoid touching eyes, nose, and mouth

CLEANING CHECKLIST:

- ✓ Face Masks are required in Foods Lab at all times, unless vaccinated or actively eating
- ✓ Frequently disinfect surfaces and objects/equipment touched
 - Doorknobs, light switches, countertops, handles, chairs, scrub brushes, faucets, etc.
- ✓ Clean all countertops and inside of the sinks with soap and water, then use disinfectant
 - Cleaning materials are under and near sinks
- ✓ Run all garbage disposals
- ✓ Put chairs/bar stools back in neat formation around center island
- ✓ **THOROUGHLY** clean all used dishes with soap and water and properly store
 - Leave no dirty dishes in the sink
 - **DO NOT** use the dishwasher without express permission from the department
- ✓ Put all supplies and equipment back in correct storage location
- ✓ Make sure all used materials/equipment are thoroughly cleaned and put away
- ✓ Sweep any spills or messes on the floor
- ✓ Place dirty towels and washcloths in laundry bag located in closet
- ✓ Close the retractable door and the operating box if applicable
- ✓ No food is to be stored in the closet areas
- ✓ No food is to be left out on the counters
- ✓ Mark all food stored in the refrigerators

I have read and agree to abide by the above rules and cleaning checklist:

Signature: _____ Date: _____