# **Employee Training Manual**

Personal Hygiene and Hand Washing

 Personal hygiene must be addressed with awareness that physical contact may be made with food, which will be consumed by other people. Cleanliness of clothes and body, which may come in contact with such food, must be free of bacteria and/or soil as possible.

New 8/3/2015

 Aprons and other protective clothing worn in the processing area should not be worn in restroom area.
If clean protective clothing is going to be used when returning to the processing area, it should be removed and stored in a sanitary manner before entering the restroom areas.



 Hands and arms should be cleaned with a soap that will kill bacteria. This will better insure not contaminating food with pathogenic type organisms. Hands should be washed frequently and must be washed each time when entering the processing area.



- Anytime hands become contaminated they should be washed and sanitized.
- Anytime gloves become contaminated they should be discarded. Hands are washed before reapplying another pair of gloves. Gloves then get sanitized.



New 8/3/2015