Safety and Sanitation Guidelines Notes (Key)

List important safety guidelines for each box in each section.

## Workplace Safety

<table>
<thead>
<tr>
<th>OSH Act</th>
<th>Commercial Kitchen Hazards</th>
<th>Safety Guidelines</th>
<th>Cleaning and Sanitizing</th>
<th>Chemical and Hazardous Material</th>
<th>First Aid and CPR</th>
<th>Fire Extinguisher</th>
<th>Remember the acronym PASS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Protects employee health and safety</td>
<td>Burns and Scalds Cuts Slips and Falls</td>
<td>Be sure to locate: Potential dangers Emergency exits and routes Handwashing stations First aid kits MSDS information</td>
<td>Cleaning removes food and dirt from surface Sanitizing reduces pathogens on a surface to safe levels</td>
<td>Electrical Fall Fire and explosion Infectious diseases Machine Toxic substances</td>
<td>Examine the victim Determine what is wrong Choose an appropriate treatment Carry out that treatment</td>
<td>Know how fire extinguishers are classified Inspect the fire extinguisher Decide if you will evacuate or stay and fight</td>
<td>Pull the pin Aim at the base of the fire Squeeze the lever Sweep back and forth</td>
</tr>
</tbody>
</table>
### Food Safety

**Foodborne Illness**
- Each year, 1 in 6 Americans (or 48 million people) get sick from foodborne illnesses.
- 3,000 Americans die yearly, from foodborne illness.
- Reducing foodborne illness by just 10% would keep 5 million Americans from getting sick each year.

**Causes of Food Poisoning**
- Bacteria and Viruses
- Parasites
- Mold, Toxins, and Contaminants
- Allergens

**Least Wanted Foodborne Pathogens**
- Campylobacter
- Clostridium botulinum
- E. coli 0157:H7
- Listeria monocytogenes
- Norovirus
- Salmonella
- Staphylococcus aureus
- Shigella
- Toxoplasma gondii
- Vibrio vulnificus

**Long Term Effects**
- Kidney failure
- Chronic arthritis
- Brain and nerve damage
- Death

**Who's At Risk?**
- Pregnant women
- Older adults
- Persons with chronic illnesses
- Young children
## Professional Attire and Personal Hygiene

<table>
<thead>
<tr>
<th>Appropriate Work Attire</th>
<th>Personal Health</th>
<th>Wash Hands Often</th>
<th>Wash Hands</th>
<th>How to Wash Your Hands</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Staff</strong></td>
<td><strong>Get enough sleep</strong></td>
<td><strong>Before</strong></td>
<td><strong>After</strong></td>
<td><strong>Apply soap</strong></td>
</tr>
<tr>
<td>Uniform - Clean, Fits properly</td>
<td>Exercise regularly</td>
<td>Eating or drinking</td>
<td>Cleaning tables or busing dirty dishes</td>
<td><strong>Wet hands and arms</strong></td>
</tr>
<tr>
<td>Shoes - Clean, Polished</td>
<td>Stay home when ill</td>
<td>Handling raw meat, poultry, or seafood</td>
<td>Handling chemicals</td>
<td><strong>Scrub hands and arms vigorously</strong></td>
</tr>
<tr>
<td>Keep jewelry to minimum</td>
<td></td>
<td>Prepping food</td>
<td>Handling money</td>
<td><strong>Rinse hands and arms thoroughly</strong></td>
</tr>
<tr>
<td>Hair neat and trimmed</td>
<td></td>
<td>Putting on gloves</td>
<td>Handling raw meat, poultry, or seafood (before and after)</td>
<td><strong>Dry hands and arms</strong></td>
</tr>
<tr>
<td>Hands clean</td>
<td></td>
<td></td>
<td>Removing chewing gum with your fingers</td>
<td><strong>After Washing Your Hands</strong></td>
</tr>
<tr>
<td>Fingernails trimmed and clean with clear or natural nail polish</td>
<td></td>
<td></td>
<td>Sneezing, coughing, or using a tissue</td>
<td>Use a paper towel to turn off faucet</td>
</tr>
<tr>
<td>Teeth clean and breath is fresh</td>
<td></td>
<td></td>
<td>Taking out garbage</td>
<td>Use a paper towel to open restroom door</td>
</tr>
<tr>
<td>Use deodorant</td>
<td></td>
<td></td>
<td>Touching clothing or aprons</td>
<td></td>
</tr>
<tr>
<td>No heavy colognes or perfume</td>
<td></td>
<td></td>
<td>Touching your hair, face, or body</td>
<td></td>
</tr>
</tbody>
</table>

### Personal Health Notes
- Get enough sleep
- Exercise regularly
- Stay home when ill
- Eat healthy meals
- Avoid alcohol and drugs
- Keep personal hygiene
- No heavy colognes or perfume

### How to Wash Your Hands
1. Apply soap
2. Wet hands and arms
3. Scrape nails
4. Use hand sanitizer
5. Rinse hands and arms
6. Dry hands and arms
7. Use a paper towel to turn off faucet
8. Use a paper towel to open restroom door