



## ACTIVE MANAGERIAL CONTROL POLICY: COOLING SAMPLE LANGUAGE

**Why this is important:** : Safe cooling requires removing heat from food quickly enough to prevent microbial growth. Excessive time for cooling of time/temperature control for safety foods has been consistently identified as one of the leading contributing factors to foodborne illness.

<p><b>Who does this apply to:</b></p>	<p><i>Example(s):</i> All kitchen employees are responsible for implementing this FSS as they may be asked to cool foods.</p>
<p><b>When will this be performed:</b></p>	<p><i>Example(s):</i> Food may be cooled during all operational hours in addition to food prepared, also hot held TCS foods that are cooled for later service (either hot or cold service).</p>
<p><b>Where does this take place:</b></p>	<p><i>Example(s):</i> Food is to be cooled in the kitchen using the following equipment: Walkin cooler, Double door reachin coolers, and food prep sink, ice baths equipment.</p>
<p><b>How is this completed:</b></p>	<p><i>Example(s):</i> Upon completion of cooking, loose foods shall be dispensed into 3 inch hotel pans and placed in an ice bath on work tables. Internal temperatures shall be taken of these foods every 15 minutes until it has reached 135F. At this point, a label with the date and time shall be placed on the pan and placed into the applicable cooler unit uncovered. Internal temperatures shall be taken of these foods every 30 minutes for the 1st 2 hours and then every hour for the next 4 hours.....If you have soups and use ice/ice wands, you can include that here. If your menu is extensive, you can categorize your menu items in a separate table and refer to this table in this section.</p>
<p><b>Corrective Action:</b></p>	<p><i>Example(s):</i> If any food item is found to not meet the minimum cooking standards, immediate action must be taken and logged by staff. If food is not at 70F within 2 hours, the food shall be reheated to 165F for at least 15 seconds and the cooling process repeated. If food is not at 41F after 6 hours or if the integrity of the food will be impacted by a reheating step, the food must be discarded.</p>
<p><b>Monitoring Steps:</b></p>	<p><i>Example(s):</i> All internal food temperatures shall be logged into the log sheets provided at the cooler units. Any correction action steps taken should be included on the log sheets as well.</p>
<p><b>Training of Staff:</b></p>	<p><i>Example(s):</i> Food employees are required to read these food safety system procedures when they are hired. The kitchen manager then demonstrates the procedures for all employees; Refresher training is provided through daily/weekly tailgate discussions.</p>
<p><b>Verification of Policy:</b></p>	<p><i>Example(s):</i> The kitchen manager will review log sheets daily to monitor cooling temperature process and respective correction. If challenges exist, procedures require re-evaluation and/or re-training of staff if human error is indicated.</p>