



## **Step 5: Frozen storage**

### **Summary**

**Freezing food is a very effective way of extending the shelf life of foods.**

**This system needs to be managed properly however in order to ensure that the system, and the all food, remains safe for use.**

### **What could happen?**

**Foods could defrost without team members being aware of it, and these would then be susceptible for bacterial growth.**

**These foods could then be used in production, and standard safety practices, such as cooking, would be ineffective.**

### **Procedure**

- Food in freezers to be stored below  $-18^{\circ}\text{C}$ .
- Freezers must be checked daily using a calibrated probe between packs and the temperature recorded.
- Ensure all food in the freezer is suitably packaged to avoid freezer burn.
- Frozen food must always be used in accordance with the manufacturer's instructions.
- Once opened, all foods must be covered or wrapped with cling film or foil, or stored in a suitable container with a lid. If practicable, original labelling to identify allergens (if not allergen label) and use by date must be retained.
- The oldest stock will be used first and any products past their date code will be discarded. Checks of frozen stocks will be made monthly and recorded on the hygiene audit.



## Step 4, 10, 17 - Chilled storage

### Summary

**Correct food storage is essential to ensure the safety of food produced.**

### What could happen?

**Food will become unsafe if stored incorrectly, such as being left out of correct temperature control.**

### Procedures

- Always store opened bottles of sauces, dressings, relishes, pickles etc. in accordance with the manufacturer's instructions and labelled with the date of opening and the date by which it must be used.
- Keep raw food and ready-to-eat food strictly separate. Separate refrigerators and freezers are preferred, if this is not possible then raw food, must be stored below high-risk or ready-to-eat foods.
- No food should be stored directly on the floor.
- Once opened, all foods must be covered or wrapped with cling film or foil, or stored in a suitable container with a lid. If practicable, original labelling to identify allergens (if not allergen label) and use by date must be retained.
- Garnishes must be stored under refrigeration, e.g. salads and herbs.
- Ensure that chilled food in storage is kept at or below 5°C. If the temperature of food is above 8°C for more than 2 hours it must be discarded.
- Never store open cans of food in the refrigerator, always decant into a suitable covered container.
- Fridges must be checked using a calibrated temperature probe three times a day.

## Step 4, 10, 17 - Chilled Storage HACCP Summary

### Hazard

- Contamination with pathogens.
- Contamination with allergens
- Multiplication of pathogens.

### Checks & Records

- Check condition of packaging.
- Check condition of food.
- Check loading of refrigerator.
- Check that all stock is within its 'Use by' date.

### Controls

- Food is stored at correct temperatures (target than 5°C, Maximum 8°C) at all times.
- **Segregation of raw and high risk food.**
- Food is covered and protected.
- Load food properly into storage.
- Use a calibrated and disinfected probe to take temperatures.
- Don't overload storage units.
- Date & label correctly including food allergens.
- 'First expired, first out' rule is applied.

### Corrective action

- Discard all contaminated food.
- Turn temperature dial down on fridge and to ensure correct temperatures are achieved.
- Discard high risk food if above 8°C for 2 hours.
- Report problems to maintenance for repair.
- Use alternate fridges when this has been identified as a safe option.

### Critical limits

- No food to be above 8°C for more than 2 hours.

### Other documentation / action

- Ensure that the 'Refrigeration temperature check record', in the Food Safety Record book, is completed fully at the appropriate times.

## Step 5 - Frozen Storage HACCP Summary

### Hazard

- Multiplication of pathogens.
- Contamination with pathogens and food allergens.
- Foods of poor quality / suspect safety are used.

### Checks & Records

- Complete the food safety record book freezer temperature checks.
- Check display temperature record in Food Safety Record Book.
- Perform visual checks as appropriate.
- Check allergen info prior to use of frozen product

### Controls

- **Frozen food should be stored below -18°C.**
- Raw food is always segregated from cooked food.
- Good stock rotation.
- Food suitably packaged to avoid freezer burn.
- Date & label correctly including food allergens.

### Corrective action

- Report to Head Chef.
- Adjust the thermostat.
- Dispose of food above which is found to be defrosted and at ambient temperatures.
- If food is at or below -12°C, it may be moved to an alternative freezer or defrosted for use.
- If food is defrosted but has not reached temperatures above 5°C it may be cooked & served.

### Critical limits

- Maximum temperature for frozen food is -12°C

### Other documentation / action

- Ensure that the **FREEZER** section of the 'Refrigeration temperature check record', in the Food Safety Record book, is completed fully at all times.