

## Carry out hygiene cleaning in food and drink operations

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### Overview

This standard is about the skills and knowledge needed for you to carry out hygiene cleaning in food and drink operations.

Hygiene and food safety are very important to the food and drink industry. You will need the skills and knowledge to carry out regular cleaning which is essential to maintain hygiene standards. The cleaning done is part of an overall plan that provides evidence for auditors, regulators and/or customers.

This standard is for you if you work in food and drink manufacture and/or supply operations and are involved in cleaning plant and work areas to meet hygiene standards.

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### Performance criteria

*You must be able to:*

1. confirm cleaning requirements against specification
2. protect or clear the area of any raw materials or product
3. use personal protective equipment in accordance with organisational requirements
4. select and use specified cleaning solutions and equipment following company procedures
5. check and prepare all equipment and machinery
6. make sure the working area is in a safe state before starting cleaning and isolate where required
7. carry out cleaning operations using cleaning solutions, materials and equipment in line with company procedures
8. carry out the cleaning taking the necessary precautions to prevent the spread of contamination to other areas
9. identify when faulty equipment, low stocks of cleaning agents or any other problems arise during cleaning and take action in accordance with organisational requirements
10. leave plant, equipment and work areas fit for future use
11. handle and store chemicals according to Control Of Substances Hazardous to Health (COSHH) and risk assessment requirements
12. report any problems which arise during the cleaning and take action in accordance with organisational requirements
13. carry out swabbing where required
14. re-instate plant, equipment and work areas following cleaning
15. return and store cleaning materials and equipment in accordance with organisational requirements
16. return or dispose of personal protective equipment according to procedures
17. identify and report any signs of contamination, damage or environmental concerns
18. take actions within the limits of your authority
19. maintain communication where required throughout
20. dispose of waste and/or debris according to regulations and procedures
21. complete all records within agreed timescales
22. follow legal and regulatory requirements, organisational health and safety, hygiene and environmental standards or instructions

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### Knowledge and understanding

*You need to know and understand:*

1. the relevant legal and regulatory requirements, health and safety, hygiene and environmental standards and instructions and what may happen if they are not followed
2. types and uses of cleaning materials
3. COSHH and risk assessment requirements and precautions to be taken when handling or storing cleaning materials
4. the cleaning materials used for particular surfaces and equipment
5. why it is important to ensure correct dilution of cleaning materials
6. the consequences of not handling hazardous materials properly
7. the effects different cleaning methods and materials may have on the health and welfare of people and livestock, and how to minimise any harmful effect
8. where to find cleaning instructions and schedules and how to use them and the risks of not following them
9. the purpose of personal protective equipment and clothing and the consequences if it is not used according to regulations and procedures
10. how to use guards and warning notices and the consequences of not doing so
11. why following company standards for the sequence of cleaning is important
12. the frequency with which different items of equipment should be cleaned and maintained
13. the precautions to take to ensure that the product is not contaminated by cleaning materials
14. what actions to take if you find problems with plant and equipment
15. what actions to take if the cleaning cannot be completed within specified times
16. the need to achieve the required standard of cleanliness and what may happen if this is not done
17. the need to ensure the complete removal of cleaning materials and what may happen if this is not done
18. the need to identify and report any signs of contamination, damage or environmental concerns and what may happen if this is not done
19. the reasons for swabbing and what may happen if it is not carried out according to regulations and procedures
20. the correct waste disposal procedures and what may happen if they are not followed
21. how cleaning helps keep machinery in good working order
22. emergency procedures for dealing with chemical spillages or contact with skin why it is important to re-instate plant, equipment and work areas and what may happen if this is not done
23. why it is important to store or dispose of personal protective equipment and what may happen if this is not done

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24. why it is important to keep records and what might happen if this is not done
25. the importance of communication

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**Suite** Support Operations in Food and Drink Operations

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