

Food Service HACCP Plan

| Step Number | Step Name | What can go wrong? - Hazards | What can I do about it? - Preventative Measure | How can I check? Monitoring Procures | What if it's not right? - Corrective Action | Record | Procedure |
|-------------|----------------------------|-------------------------------------------------------------|---------------------------------------------------------------------------------------|-------------------------------------------------------|----------------------------------------------------------------------------------------------------|-----------------------|---------------|
| 1 | Delivery of Chilled Raw | Contamination of food with food poisoning bacteria | Buy from a reputable supplier off the list of approved suppliers | Check the delivery has come from an approved supplier | Reject food if it is not from an approved supplier | Food Delivery Records | Purchasing |
| 1 | Delivery of Chilled Raw | Growth of food poisoning bacteria in cold ready to eat food | Make sure chilled food is delivered below 8 ° C and place in cold storage immediately | Check the use by code on the food delivered | If food is above 8 ° C then cool immediately. If for longer than 4 hours then dispose of the food. | Food Delivery Records | Food Delivery |
| 1 | Delivery of Chilled Raw | Growth of Bacteria due to poor stock rotation | Make sure that all cold ready to eat food is within it's use by date | Check the use by code on the food delivered | Reject food if the use by date has passed | Food Delivery Records | Food Delivery |
| 1 | Delivery of Chilled Raw | Contamination with Bacteria from Pests | Make sure premises are pest proof | Check the delivery vehicle is clean | Reject food which is not protected or damaged or visibly contaminated | Food Delivery Records | Food Delivery |
| 1 | Delivery of Chilled Raw | Stones | Wash salads and vegetables thoroughly | Check the food for cleanliness | More supervision and training of staff | Food Delivery Records | Food Delivery |
| 2 | Delivery of Chilled Cooked | Contamination of food with food poisoning bacteria | Buy from a reputable supplier off the list of approved suppliers | Check the delivery has come from an approved supplier | If food is above 8 ° C then cool immediately. If for longer than 4 hours then dispose of the food. | Food Delivery Records | Food Delivery |

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| 10 | Raw Preparation | Contamination of food with food poisoning bacteria | Buy from a reputable supplier off the list of approved suppliers | Check the delivery has come from an approved supplier | If food is above 8 ° C then cool immediately. If for longer than 4 hours then dispose of the food. | Food Delivery Records | Food Delivery |
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| 11 | Cooking | Contamination of food with food poisoning bacteria | Buy from a reputable supplier off the list of approved suppliers | Check the delivery has come from an approved supplier | If food is above 8 ° C then cool immediately. If for longer than 4 hours then dispose of the food. | Food Delivery Records | Food Delivery |
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| Revision Number | Summary of Changes made from previous revision | Requested By: | Authorised By: |
|-----------------|--------------------------------------------------|---------------|----------------|
| 2 | Update to meet the requirements of ISO 9001:2008 | Manager | Director |