



ALTERNATIVE OPERATING PROCEDURES To Use Bare Hand Contact with Ready-to-Eat Food

FOR OFFICIAL USE ONLY	
Date Submitted:	_____
Date Approved:	_____
Approved by:	_____

Section 113961 of the California Retail Food Code (CalCode) prohibits bare hand contact of food employees with ready-to-eat food. The following is a summary of required documentation necessary to be eligible for an exemption from this code section. Note: Operators serving highly susceptible populations (e.g. licensed health care facilities) are not eligible for this exemption.

In order to operate under this exemption, a retail food facility in Sacramento County must obtain prior approval from the Environmental Management Department (EMD) and make their written operating procedures available upon request. Written procedures must include a description of the proposed procedures for bare hand contact and documentation of proper handwashing practices, an employee health policy and documentation of completed required employee training.

CHECKLIST FOR USING BARE HAND CONTACT WITH READY-TO-EAT FOOD

Facility Name:	FA#:
Facility Address:	PR#:
	SR#:

SECTION I: BARE HAND CONTACT PROCEDURES

Describe your proposed alternative operating procedures for bare hand contact and list the specific ready-to-eat foods that would be touched by bare hands. Attach the description to this checklist and submit the documents to EMD for approval.

SECTION II: HANDWASHING PROCEDURES / HANDWASHING SINKS

Provide diagrams and other information showing that handwashing facilities are installed, located, and maintained in accordance with Sections 113953, 113953.1, and 113953.2, are in an easily accessible location and in close proximity to the work station where the bare hand contact procedure is conducted.

Check when completed	Your handwashing procedures must include or state all of the following:
<input type="checkbox"/>	Diagram(s) showing location of all handwashing facilities in relation to work stations where bare hand contact procedures are conducted is attached for review
<input type="checkbox"/>	Accessible handwashing sinks are installed in all necessary areas and kept clean and unobstructed
<input type="checkbox"/>	All handwashing sinks are provided with warm water that reaches at least 100°F
<input type="checkbox"/>	All handwashing sinks are provided with soap, single-use towels or a heated-air hand drying device

Attach written handwashing information to the proposed procedure(s) and submit for EMD approval.

SECTION III: WRITTEN EMPLOYEE HEALTH POLICY

Written policy must detail the manner in which the food facility complies with CalCode sections 113949, 113949.1, 113949.2, 113949.4, 113949.5, 113950 and 113950.5.

Check when completed	Written employee health policy must include or state all of the following:
<input type="checkbox"/>	Food employees acknowledge that they have been informed to report information about their health and activities as they relate to gastrointestinal symptoms and diseases that are transmittable through food
<input type="checkbox"/>	Food employees acknowledge their responsibilities for notification
<input type="checkbox"/>	Person in charge acknowledges the responsibilities for notification

Attach written employee health policy to the proposed procedure(s) and submit for EMD approval. .

SECTION IV: EMPLOYEE TRAINING

Written policy must document that all food employees acknowledge they have received training in all the following areas:

Check when completed	Topics covered:
<input type="checkbox"/>	Risks of contacting specific ready-to-eat foods with bare hands
<input type="checkbox"/>	Proper handwashing techniques and requirements
<input type="checkbox"/>	Where to wash their hands
<input type="checkbox"/>	Proper fingernail maintenance
<input type="checkbox"/>	Prohibition of jewelry
<input type="checkbox"/>	Good hygienic practices
<input type="checkbox"/>	Procedures for bandaging and covering wounds

Attach written employee training policy to the proposed procedure(s) and submit for EMD approval. .

SECTION V: PREVENTING CROSS CONTAMINATION

Include the following statement: "Hands are washed before food preparation and as necessary to prevent cross-contamination by food employees, as specified in Sections 113952, 113953.1, and 113953.3 during all hours of operation when the specific ready-to-eat foods are prepared."

SECTION VI: CONTROL MEASURES

Written policy must document that food employees contacting ready-to-eat foods with bare hands use two or more of the following control measures to provide additional safeguards to hazards associated with bare hand contact.

Check when completed	Possible control measures: Facility must use at least two of these control measures
<input type="checkbox"/>	Double handwashing (washing your hands once after restroom use and a second time at re-entry into preparation area)
<input type="checkbox"/>	Nail brushes
<input type="checkbox"/>	A hand antiseptic after handwashing, as specified in Section 113953.4
<input type="checkbox"/>	Incentive programs such as paid sick leave that assist or encourage food employees not to report to work when they are ill
<input type="checkbox"/>	Other control measure approved by EMD

Attach written control measures to the proposed procedure(s) submitted for approval to EMD.

SECTION VII: CORRECTIVE ACTIONS

Written policy must document that corrective actions will be taken when requirements specified above are not followed.

ACKNOWLEDGMENT:

- I acknowledge that approval of "Alternative Operating Procedures" is conditional and may be revoked if procedures are not consistently followed as described and approved.
- I will maintain a copy of the Alternative Operating Procedures on site and available for review at all times.

Signature: _____ **Date:** _____

Print Name: _____ **Title:** _____

Email address: _____