



Food Safety Best Practices

Email questions for presenter to IMA@IMA-Net.org

Food Safety Risk Management



Goals for Today

- ▶ Why what you work on everyday is important.
- ▶ Discussion of what is changing in the Covid 19 environment.
- ▶ Safety in and out of the facility
- ▶ What is Covid 19?
- ▶ Food safety best practices and fundamentals
- ▶ Importance of a food safety team
- ▶ Current GMPs and additional GMPs
- ▶ Current SSOPs and additional SSOPs
- ▶ Pulling together as a team
- ▶ What the future looks like and why following enhanced best practices benefits everyone
- ▶ Questions

Why Is The Food Industry Important?

- ▶ One in five jobs in the U.S. is related to the food industry
- ▶ 80% of the food industry is composed of small and very small-sized companies, each employing less than 100 employee
- ▶ Tens of thousands of U.S. based companies spend hundreds of millions of dollars starting, running, and growing the food industry
- ▶ Because of what you do for a living, people locally, nationally and globally can have an active healthy lifestyle

A New Day Inside and Outside of Our Workplace

- ▶ Thank you for being here on this webinar...
- ▶ All of our lives have changed, from how we work to how we live and how we are doing business.
- ▶ Work from a position of strength
 - ▶ Don't be afraid to ask questions
 - ▶ Work with public health and management
- ▶ Embrace your job and make suggestions
 - ▶ You know the facility as well as anyone
- ▶ Innovation comes out of times such as these
- ▶ And you will hear a bunch of repetition of “Basics Done Well” in this presentation
- ▶ Please note I have modified information due to time from FDA, USDA, CDC, Universities, FSPCA, IDPH and other sources. If you have any questions about where information came from please contact me. This is a draft overview. Each facility should make its own decisions.

Covid 19 and Food Manufacturing Fundamentals

- ▶ On February 11, 2020 the World Health Organization announced an official name for the disease that is causing the 2019 novel coronavirus outbreak, first identified in Wuhan China. The new name of this disease is coronavirus disease 2019, abbreviated as COVID-19. In COVID-19, 'CO' stands for 'corona,' 'VI' for 'virus,' and 'D' for disease. Formerly, this disease was referred to as "2019 novel coronavirus" or "2019-nCoV".
- ▶ There are many types of human coronaviruses including some that commonly cause mild upper-respiratory tract illnesses. COVID-19 is a new disease, caused by a novel (or new) coronavirus that has not previously been seen in humans. The name of this disease was selected following the World Health Organization (WHO) for naming of new human infectious diseases. -CDC.gov

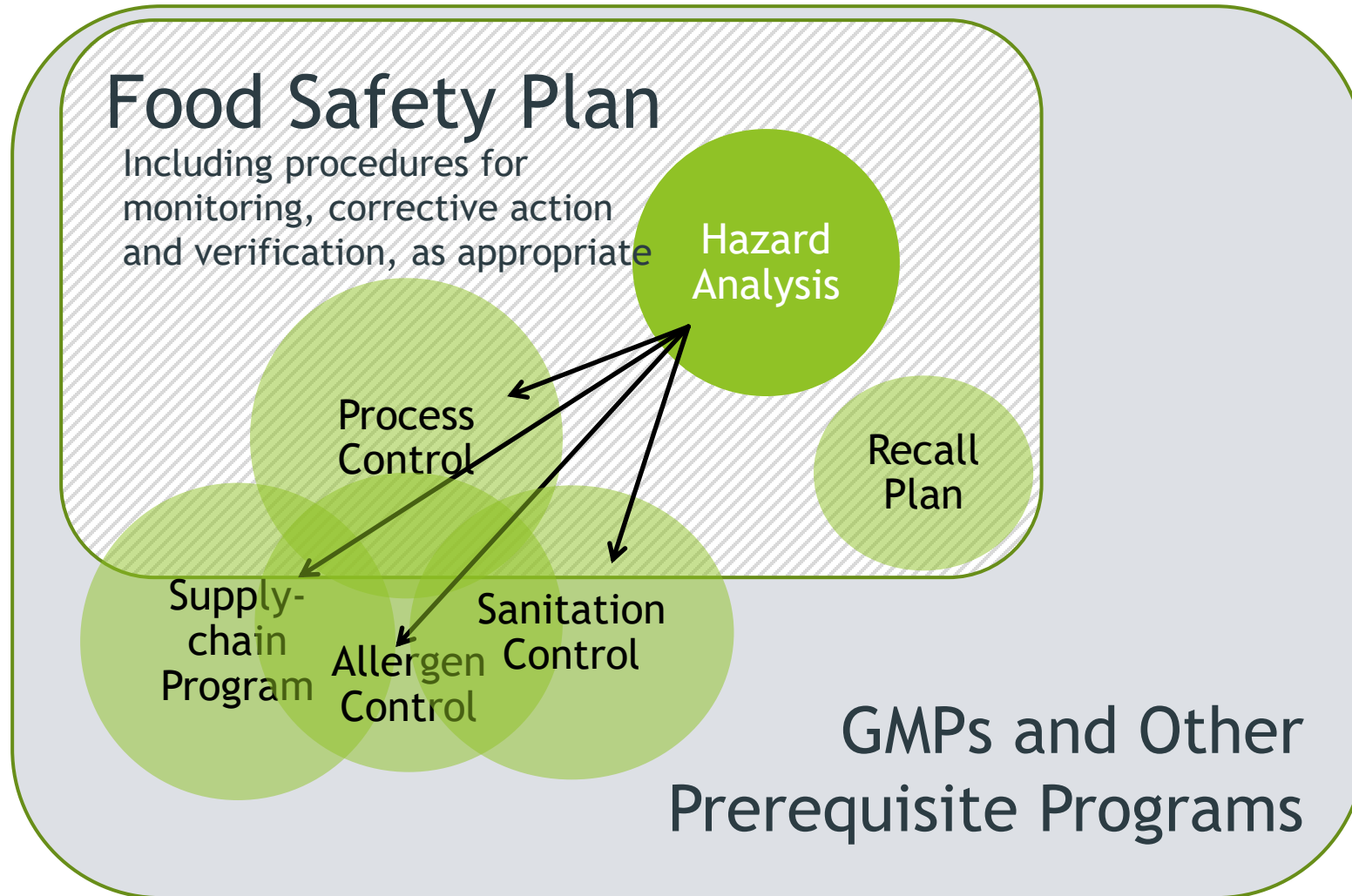
Covid 19 and Food Manufacturing Fundamentals - Continued

- ▶ “While there is no published evidence of contracting the coronavirus disease (COVID-19) from touching food or food packaging that came in contact with the virus due to coughing or sneezing from an infected person, the virus causing COVID-19 can survive on surfaces and objects for a certain amount of time.” - www.hsph.harvard.edu
- ▶ It may be possible that a person can get COVID-19 by touching a surface or object, like a packaging container, that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads.
- ▶ In general, because of poor survivability of these coronaviruses on surfaces, there is likely very low risk of spread from food products or packaging.

Risk-based Best Practices

- ▶ Focus on what matters most for food safety and employee safety
- ▶ Preventive, not reactive going forward
- ▶ Work in conjunction with and supported by other programs like Good Manufacturing Practices (GMPs) and Standard Sanitation Operating Procedures (SSOPs)
- ▶ Work to minimize the risk of food safety hazards along with any risk to employees
- ▶ Documentation of what we are doing in our facilities
- ▶ The following slides are a review of what we are doing now

Preventive Food Safety Systems



Definitions

- ▶ Prerequisite programs
 - ▶ Procedures, including Good Manufacturing Practices (GMPs), that provide the basic environmental and operating conditions necessary to support the Food Safety Plan.
- ▶ Food safety system
 - ▶ The outcome of implementing the Food Safety Plan and its supporting elements

Components of Good Manufacturing Practices (GMPs)

- ▶ The regulation (21 CFR 117 Subpart B) lists these components that establish the conditions and practices the food industry must follow for processing safe food under sanitary conditions:
 - ▶ Personnel
 - ▶ Plant and grounds
 - ▶ Sanitary operations
 - ▶ Sanitary facilities and controls
 - ▶ Equipment and utensils
 - ▶ Processes and controls*
 - ▶ Warehousing and distribution
 - ▶ Holding and distribution of human food by-products for use as animal food, and
 - ▶ Defect action levels

Training

- ▶ Individuals must be qualified by education, training, or experience to manufacture, process, pack or hold food
- ▶ Individuals must receive food hygiene and food safety training
- ▶ Supervisors responsible for ensuring compliance must have appropriate knowledge, training or experience

Personnel

- ▶ Restricting persons with illness or open wounds
- ▶ Proper handwashing and sanitizing
- ▶ Adequate personal cleanliness
- ▶ Suitable gloves maintained in satisfactory condition
- ▶ Suitable outer garments
- ▶ Jewelry removed
- ▶ Hair restraint
- ▶ Personal items stored away from production areas
- ▶ No eating, drinking or tobacco use in production area

Plant and Grounds

- ▶ Removal of debris, unused equipment and uncut vegetation
- ▶ Proper drainage of grounds
- ▶ Proper waste disposal
- ▶ Adequate space for operations and cleaning
- ▶ Proper separation of operations to prevent cross-contamination and allergen cross-contact
- ▶ Cleanable walls, floors and ceilings kept in good repair
- ▶ Prevent drip or condensate from contaminating the product
- ▶ Adequate lighting
- ▶ Guard against glass breakage
- ▶ Adequate ventilation that does not contaminate the product
- ▶ Screened openings to the outside

Sanitary Operations

- ▶ Plant maintained in good state of repair
- ▶ Cleaning operations not a source of contamination
- ▶ Cleaning and sanitizing compounds safe and free from contamination
- ▶ Unnecessary toxic chemicals not stored
- ▶ **Toxic chemicals properly identified, stored and used**
- ▶ Pest control safe and effective
- ▶ Food-contact surfaces cleaned and sanitized before use and after interruptions
- ▶ Non-food-contact surfaces cleaned as necessary
- ▶ Single service articles protected from contamination
- ▶ Recontamination of portable equipment and utensils prevented

Condition and Cleanliness of Food-contact Surfaces

- ▶ Food-contact surfaces must be:
 - ▶ Smooth and easy to clean
 - ▶ Cleaned and sanitized as necessary to protect against allergen cross-contact and cross-contamination of food
- ▶ Potentially hazardous situations that may require Food Safety Plan documentation include:
 - ▶ Allergen cross-contact
 - ▶ Environmental pathogen harborage sites
 - ▶ Sanitation frequency to prevent pathogen growth
 - ▶ Increased documentation for cleaning of high touch surfaces due to Covid 19

Sanitary Facilities and Controls

- ▶ Adequate potable water supply
- ▶ Proper plumbing
- ▶ Adequate floor drainage
- ▶ Proper sewage disposal
- ▶ Adequate, accessible, sanitary toilet facilities
- ▶ Convenient hand-washing and sanitizing facilities
- ▶ Proper trash and waste disposal

Hand Washing, Hand Sanitizing and Toilet Facilities

- ▶ Potentially hazardous situations include:
 - ▶ Apparently-healthy humans can carry and shed pathogens
 - ▶ Cross-contamination or allergen cross-contact via employee hands to food, food-contact surfaces or packaging
- ▶ Must be adequate and readily accessible
- ▶ Must be kept clean to prevent creation of contamination source
- ▶ Must maintain an adequate sewage disposal system
- ▶ Hand washing signs are useful reminders

Equipment and Utensils

- ▶ Cleanable and maintained food-contact and non-food-contact areas
- ▶ Preclude adulteration
- ▶ Corrosion resistant and nontoxic food-contact surfaces
- ▶ Compressed gases properly filtered
- ▶ Freezers and coolers have temperature indicating devices and automatic temperature control or alarm
- ▶ Properly maintain accurate process control instruments

Processes and Controls

- ▶ General
 - ▶ Appropriate quality control procedures employed
 - ▶ Overall sanitation under the supervision of competent individuals
 - ▶ Adulterated foods must not enter commerce
- ▶ Raw materials and ingredients
- ▶ Manufacturing operations

Manufacturing Operations

- ▶ Prevent microbial growth through:
 - ▶ Cooking, time/temperature control, water activity control, pH etc.
- ▶ Use clean and sanitized equipment, utensils and finished product containers
- ▶ Manufacture ice from potable water in a sanitary manner
- ▶ Prevent cross-contamination and allergen cross-contact

Other Prerequisite Programs

- ▶ Hygienic zoning in ready-to-eat facilities
- ▶ Supplier and product specifications
- ▶ Preventive maintenance
- ▶ Signage or color coded equipment
- ▶ Others specific to plant

GMP and Prerequisite Programs Summary

- ▶ GMPs and other prerequisite programs provide the foundation necessary for production of safe and wholesome food
- ▶ GMPs are required and most are managed as prerequisite programs outside the Food Safety Plan
- ▶ Training is needed to understand and effectively implement GMPs

GMPs That Support Cross-contamination and Cross-contact Prevention

- ▶ Employee hygiene practices
- ▶ Employee food handling practices
- ▶ Plant design and layout
- ▶ Packaging material storage and handling
- ▶ General cleaning and sanitizing
- ▶ Physical separation of:
 - ▶ Raw and ready-to-eat products
 - ▶ Unique food allergens

Zoning Considerations

- ▶ Infrastructure
- ▶ Personnel, materials and other traffic flow
- ▶ Cross-over areas
- ▶ Room air
- ▶ Compressed air, if used in direct product contact
- ▶ Adjacent and support areas

Documenting Sanitation

- ▶ Document procedures, practices and processes to control identified hazards, including:
 - ▶ Cleanliness of food-contact surfaces
 - ▶ Prevention of allergen cross-contact and cross-contamination from:
 - ▶ Insanitary objects
 - ▶ Personnel to food, food packaging material, food-contact surfaces
 - ▶ Raw product to processed product
- ▶ Documentation required

Cleaning and Sanitizing Procedures

- ▶ Should identify:
 - ▶ Purpose
 - ▶ Frequency
 - ▶ Who
 - ▶ Procedure
 - ▶ Monitoring
 - ▶ Corrections
 - ▶ Verification
 - ▶ Records
 - ▶ Other special considerations

Sanitation Monitoring

- ▶ Definition - Monitor
 - ▶ To conduct a planned sequence of observations or measurements to assess whether control measures are operating as intended.
- ▶ Monitoring critical elements of the sanitation process
- ▶ Monitoring implementation for other controls, as relevant, such as hygienic zoning

Actions to Correct Sanitation Deficiencies

- ▶ Depend on situation and could include:
 - ▶ Re-clean
 - ▶ Re-sanitize
 - ▶ Re-train

Assemble the Food Safety Team

- ▶ Management commitment to resources
 - ▶ Supports realistic and executable plan
- ▶ Team approach:
 - ▶ Reduces risk of missing key food safety considerations
 - ▶ Encourages ownership of the plan
- ▶ Individuals with different specialties and experiences
 - ▶ Provides knowledge of daily operations
 - ▶ QA, production, sanitation, maintenance, etc. as applicable
- ▶ “Qualified individual” required
 - ▶ Someone within the firm and/or an outside expert
 - ▶ Successfully completed training or otherwise qualified

Additional Suggestions and Illinois Public Health Guidance

- ▶ COVID-19 Infection Control Plan for the Facility
- ▶ Facilities should immediately develop and implement an infection control plan to address necessary strategies to protect employees while maintaining continuity of operations. Specifically, the infection control plan should include the following topics
- ▶ Areas of focus:
 - ▶ Screening Employees
 - ▶ Testing for COVID-19
 - ▶ Health and Safety Committee
 - ▶ Social Distancing and Other Administrative Controls
 - ▶ Personal Protective Equipment
 - ▶ Cleaning, Disinfecting, and Sanitizing
 - ▶ Education

Screening Employees

Facilities should screen their employees as follows:

- ▶ Screen and monitor employees, including fever checks and symptom checks.
- ▶ Perform pre- and post-shift monitoring.
- ▶ Do not rely on fever checks only. Over one third of the confirmed COVID-19 cases in Illinois do not report a fever.
- ▶ Ask employees about symptoms; do not rely only on employee self-reporting.
- ▶ Symptoms may include the following: fever (100.4° or above), cough, shortness of breath, sore throat, chest tightness, extreme fatigue, loss of sense of taste or smell, diarrhea, muscle aches, and headaches.
- ▶ Ask employees if they have family members who have tested positive for COVID19 or are otherwise experiencing symptoms of COVID-19.
- ▶ Facilities should use ask employees to complete the recommended self-monitoring tool.
- ▶ Facilities should set up a location outside to perform symptom screening in a manner that allows for social distancing and proper hygiene.

Testing for COVID-19

- ▶ Testing for COVID-19 is an essential strategy in the public health response. Testing will:
 - ▶ Provide data regarding the incidence of COVID-19 among employees; and
 - ▶ Allow facility managers to identify which employees have tested positive.
- ▶ IDPH and local health departments can assist with increasing testing capacity and with identifying methods for testing symptomatic employees, such as setting up tents outside of the facility and working with local healthcare providers.

Health and Safety Committee

Facilities should convene a health and safety committee comprised of labor-management representatives to discuss recommendations, workplace protections and rights, and actions for implementation to support infection control procedures. The following are considerations for such a committee:

- ▶ Develop policies that encourage sick employees to stay at home without fear of reprisals and communicate such policies to employees.
- ▶ Implement interim leave policies to accommodate workers who are sick.
- ▶ Consider adopting a policy that requires employees who test positive or who are at high risk of infection due to recent close contact with an infected individual to stay home for 14 days, which is considered to be the maximum incubation period.
- ▶ Designate a safety team, with designated team leaders, who can share relevant information with employees and convey employee concerns back to management. With appropriate social distancing, this team may meet with their designated employees on a daily basis.

Social Distancing and Other Administrative Controls

Facilities should evaluate all areas for social distancing, including staggering access to certain areas, such as (examples):

- ▶ • Break room, meal room, cafeteria, and similar shared spaces
 - ▶ Consider staggering meals and breaks to decrease the number of people on break at the same time.
- ▶ Consider using tape to mark the areas where employees may sit or stand in cafeteria to ensure compliance with social distancing
- ▶ Consider removing some seating from meal and break rooms to ensure employees do not sit within six feet of each other
- ▶ Develop a protocol for how employees can safely store their personal protective equipment (PPE) while going on break without bringing PPE into the shared areas.
- ▶ Bathrooms
 - ▶ Consider making portable toilets available.
- ▶ Stagger shifts, start times, and break times as feasible to prevent congregating.
- ▶ Reduce production line staffing to the extent feasible to minimize close worker contact. Adjust line speed to allow workers to maintain distance. Wherever it is not feasible to maintain a distance of six feet between workers in a production line, workers should be separated by barriers and be provided PPE including, at a minimum, face masks
- ▶ Consider assigning lockers to employees in each shift and ensuring that assigned lockers are six feet away from each other. Alternatively, consider staggering the use of the locker room to ensure workers are six feet away from each other.
- ▶ Entrances and exits
- ▶ If shuttle buses are used to bring employees to a work site, ensure employees observe appropriate social distancing and wear face masks on the bus and that the shuttle buses are regularly cleaned and disinfected.
- ▶ Use visual cues (e.g. floor markings or signs) to show 6 feet separation.

Personal Protective Equipment

Facilities should:

- ▶ Provide employees with the necessary PPE and replace when necessary.
- ▶ Require that employees wear masks.
- ▶ Train employees on how to properly don and doff PPE to prevent contamination or the transfer of infected materials.
- ▶ Stress good hand hygiene after gloves or facial coverings are removed.
- ▶ Consider use of face shields.

Cleaning, Disinfecting, and Sanitizing

Facilities should:

- ▶ Disinfect “high touch surfaces” in production areas with products meeting the Environmental Protection Agency’s criteria for use against COVID-19 and approved under the facility’s sanitation standard operating procedures. High touch surfaces include, but are not limited to, doorknobs, light switches, shared equipment, toilet handles, sink faucets, clock in/out areas, vending machines, and tools.
- ▶ Ensure handwashing stations are readily available, with access to soap, clean water, and single use paper towels for handwashing. Provide no-touch receptacles when possible.
- ▶ When handwashing stations are not available, provide alcohol-based hand sanitizers containing an alcohol content of at least 60% ethanol or 70% isopropanol.
- ▶ Monitor to ensure cleaning and disinfecting is being done routinely and that proper handwashing practices are being followed.
- ▶ Perform enhanced cleaning and disinfection after persons with suspected or confirmed COVID-19 have been in the facility.
- ▶ Develop a protocol for sanitizing hard hats, face shields, and other PPE at the end of the shift.

Education

Facilities should provide training and education to their employees about the COVID-19 pandemic, including the transmission, symptoms, information about testing, necessary safety precautions, the steps the facility is taking to mitigate the spread of COVID-19, and antiretaliation laws.

- ▶ The training should be consistent with CDC and IDPH guidance and should emphasize the importance of employees staying home when sick.
- ▶ The training should be easy to understand, include accurate and timely information, and be available in languages appropriate to preferred language(s) spoken or read by the employees.
- ▶ Employers should consider literacy issues when providing training.
- ▶ Such training can be provided via various methods, including:
 - ▶ On televisions in the workplace or via text message.
 - ▶ From team leaders
 - ▶ On easy to understand posters with pictures about symptoms, proper handwashing, and disease transmission

Thank You

- ▶ Thank you for your participation
- ▶ We are all in this together
- ▶ Work with management and public health
- ▶ Ask questions
- ▶ Keep the food supply running for everyone

Questions

- ▶ Resources:
- ▶ [CDC.gov](https://www.cdc.gov)
- ▶ [FDA.gov](https://www.fda.gov)
- ▶ [USDA.gov](https://www.usda.gov)
- ▶ [AFDO.org](https://www.afdo.org)
- ▶ [DPH.Illinois.gov](https://www.dph.illinois.gov)



Food Safety Best Practices

<https://ima-net.org/covid-19/>

BOLDLY MOVING MAKERS FORWARD