



Process-based Food Safety Plan: Pre-made Sandwiches

Steps	Hazard type	SOP or CCP?	Critical limit	Monitoring action	Corrective action
Receiving	Biological: pathogen growth, toxins, parasites	Critical control point	Received from an approved source; temperature during transportation < 4°C (40°F)	Ensure supplier is an approved source. Check temperature of cooler in delivery vehicle and temperature of received goods.	Reject shipment if not from an approved source, or if temperature of the transport cooler and goods are over 4°C.
Storage and display	Biological: pathogen growth, toxins, parasites	Critical control point	Store in a cooler between 0°C and 4°C.	Check cooler and sandwich temperature every 2 hours.	If the cooler is above 4°C for less than two hours, transfer food to another cooler that is below 4°C. If the cooler is above 4°C for more than two hours, discard food.



Recipe-based Food Safety Plan: Scrambled Eggs

Ingredients

24 eggs

1/2 cup (125 mL) milk

1. Preparation (standard operating procedure)

Crack eggs into large mixing bowl. Add milk, whisking continuously.

2. Cooking (critical control point)

Preheat grill. Add egg mixture.

When the eggs begin to set, use a spatula to push eggs toward the centre to distribute runny parts.

Continue this motion as eggs continue to set. Break apart large pieces.

When eggs appear set, use a stem thermometer to measure the temperature (**monitoring action**).

If eggs have reached an internal temperature of 74°C, transfer to a hot-holding tray (**critical limit**).

If the eggs have not reached 74°C, continue cooking (**corrective action**).

3. Hot holding (critical control point)

Hot-hold on buffet table at 60°C or higher (**critical limit**).

Measure and record temperature every two hours (**monitoring action**).

If food is below 60°C transfer to the grill and reheat to 74°C or discard (**corrective action**).

Remember these standard operating procedures:

Store milk and raw eggs between 0°C and 4°C.

Wash hands thoroughly and use clean, sanitized utensils to mix ingredients.

Discard food that has been touched by unwashed hands or unsanitized utensils.

Clean and sanitize the stem thermometer after use.

Process-based Food Safety Plan: Breakfast Buffet Items

Step	Possible hazards	CCP or SOP?	Critical limit	Monitoring action	Corrective action
Receiving ingredients	Biological: pathogen growth Physical: packing materials	SOP	Ensure that ingredients are received from an approved source and received in good condition.	Check supplier is on the approved supplier list. Check temperature and condition of incoming goods.	Reject shipment if not from an approved source or if damaged.
Storing ingredients	Biological:	SOP	Store in a cooler between 0°C and 4°C	Check cooler temperature twice per day.	If the cooler is above 4°C for less than two hours, transfer food to another cooler that is below 4°C. If the cooler is above 4°C for more than two hours, discard food.
Preparing	Biological: contamination from handlers	SOP	Use clean hands or sanitized utensils. Do not work when sick.	Visual observation; do not allow employees to work when sick.	Modify procedure (provide utensils). Discard contaminated food. Send sick workers home.
Cooking	Biological: pathogen survival	CCP	Cook food to 74°C.	Measure and record temperature at the end of cooking time.	If food has not reached 74°C, continue cooking until it reaches 74°C.

Step	Possible hazards	CCP or SOP?	Critical limit	Monitoring action	Corrective action
Hot holding	Biological: pathogen growth	CCP	Hot-hold food above 60°C.	Measure and record temperature of patties every two hours using a stem thermometer.	<p>If food is below 60°C for less than two hours, transfer to another container and reheat to 74°C, then hot hold at 60°C.</p> <p>If food is below 60°C for more than two hours, discard.</p>
Serving	Biological contamination from workers' hands	CCP	<p>Use clean hands or sanitized utensils.</p> <p>Do not work when sick.</p>	Visual observation; do not allow employees to work when sick.	<p>Modify procedure (provide utensils).</p> <p>Discard contaminated food.</p> <p>Send sick workers home.</p>

Process-based Food Safety Plan for Cold Sandwiches: Ham, Turkey, Cheese

Step	Possible hazards	CCP or SOP?	Critical limit	Monitoring action	Corrective action
Receiving ingredients	Biological: pathogen growth, toxins	Critical control point	Received from an approved source; temperature during transportation <4°C (40°F)	Ensure supplier is an approved source. Check temperature of cooler in delivery vehicle and temperature of received goods.	Reject shipment if not from an approved source, or if temperature of the transport cooler and goods are over 4°C.
Storing ingredients	Biological: pathogen growth, toxins	Critical control point	Store in a cooler between 0°C and 4°C	Check cooler and sandwich temperature every 2 hours	If the cooler is above 4°C for less than two hours, transfer food to another cooler that is below 4°C. If the cooler is above 4°C for more than two hours, discard food.
Preparing	Biological contamination from handler and dirty food contact surfaces	Critical control point	Use clean hands or sanitized utensil. Do not work when sick.	Visual observation; do not allow employees to work when sick.	Modify procedure (provide utensils). Discard contaminated food. Send sick workers home.
Cold storage and display	Biological: pathogen growth, toxins	Critical control point	Store in a cooler between 0°C and 4°C	Check cooler and sandwich temperature every 2 hours.	If the cooler is above 4°C for less than two hours, transfer food to another cooler that is below 4°C. If the cooler is above 4°C for more than two hours, discard food.

Recipe-based Food Safety Plan – Beef Stew

Ingredients	Amount
Stewing beef (pre-cooked)	2.5 kilograms
Beef stew base, beef consommé, beef gravy	1 can (each)
Vegetables (frozen)	2 packages
Seasoning	1 packet
Water	5 litres

Preparation (standard operating procedure)

1. Pour beef stew base, beef consommé, and beef gravy into stock pot. Add water and seasoning. Stir with wire whisk until all seasoning is dissolved.

Cooking (critical control point)

1. Preheat stove. Begin heating beef stew mix.
2. Break up any clumps in the frozen vegetables. Add to the beef stew mix. Stir with long-handled spoon.
3. Add cooked stewing beef and stir. Continue heating beef stew until 74°C (165°F) or hotter is reached for at least 15 seconds (**critical limit**). If the critical limit has not been met, continue to cook until it has been met (**corrective action**). Simmer for 30 minutes.

Serving and holding (critical control point)

1. Serve immediately, or
2. Hold beef stew at 60°C (140°F) or hotter in hot hold unit (**critical limit**). If critical limit has not been met, increase thermostat on holding unit (**corrective action**).

Cooling (critical control point)

1. Cool in shallow pans with product depth not to exceed 5 cm (2 in.), stirring frequently while cooling. Product temperature must reach 20°C (70°F) within 2 hours and then 4°C (60°F) within next 4 hours (**critical limit**). If critical limit is not met, modify the cooling procedure to ensure food does not stay in the danger zone or discard food (**corrective action**).

Reheating (critical control point)

1. Reheat beef stew to an internal temperature of 74°C (160°F) or hotter for at least 15 seconds within 2 hours—one time only (**critical limit**). If the critical limit has not been met, continue to heat food until it has been met (**corrective action**).

Remember these standard operating procedures:

Receiving: Check temperature of the beef at delivery to ensure the temperature is below 4°C. Check package of beef for damage. If the beef or packaging is damaged or the temperature is above 4°C, refuse the product. Ensure the product is from approved suppliers.

Storing: Put beef into the cooler immediately.

Preparing: Measure all temperatures with a cleaned and sanitized thermometer. Wash hands before handling food, after handling raw foods, and after any interruption that may contaminate hands. Wash, rinse and sanitize all equipment and utensils before and after use. Return all ingredients to refrigerated storage if preparation is interrupted. Clean and sanitize all tools and equipment according to the cleaning schedule before reusing.