

## **Minimum hygiene required standards**

- Food prepared properly and stored properly under Hygienic conditions
- Prepared items covered properly. When delivering to the office, the plates and cups are covered decently throughout delivery;
- Utensils are properly cleaned
- All staff are to wear uniform
- All kitchen staff are in uniform with name tags and wearing gloves and caps
- Potable Drinking water cup arrangements neatly done
- All items as per Menu provided
- All items in orderly and Presentable manner
- Fingernails of the canteen staff are trimmed and clean
- The Agency shall ensure that staff deployed in catering services is free from any infection or communicable diseases and arrange their regular Health check Ups.
- Staff need to be trained in food hygiene rules, including handwashing, the use of gloves, and the separation of raw and cooked foods to prevent cross-contamination
- Food handlers should wash their hands before handling food, wear clean clothing; they should refrain from handling food if they are sick
- Not touching ready-to-eat food with bare hands - use tongs or gloves, wearing clean clothing and aprons, not eating, spitting, smoking, sneezing, blowing or coughing over food or surfaces that food touches
- When preparing or handling food they should: keep their hair tied back and wear a suitable head covering, e.g. hat or hair net. not wear watches or jewelry (except a wedding band), smoke, spit, sneeze, eat or chew gum