

Staff Facilities

FSKN I 12

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GFSI Intermediate Requirements

- Staff facilities shall be designed and operated, so as to minimize food safety risks.



The Importance of Good Staff Facilities

- To minimise the risk of microbiological, chemical and physical contamination
- Where necessary , to ensure the segregation of staff in relation to product risk and activity
- Promote required staff hygienic behaviour
- Promote staff motivation



Basic Requirements

- All staff should use a specific entrance into the factory
- All staff should use dedicated changing facilities, which are located to allow direct access. These facilities should have washing and toilet facilities in place and outer garments are exchanged for protective clothing
- The provision of clean protective clothing should be in place at all times
- An appropriate number hand washing facilities should be located at specific locations in the factory i.e. toilets, access to the production areas
- Toilets should be adequately segregated from production and storage areas and shall not open directly into these areas
- Toilets should be cleaned and disinfected on a daily basis

Basic Requirements

- Staff facilities should be provided with sufficient storage to allow for the safe storage of personal items
- Staff facilities should always have the same cleaning and hygiene regime as production areas and staff encouraged to maintain high levels of cleanliness
- Where food is brought into the factory this shall be stored outside the production or storage areas and a designated area for consumption provided
- Where catering facilities are provided these shall be controlled and managed to prevent any risk of product contamination
- Catering facilities should be operated to high food safety standards
- Designated eating and drinking areas should be in place
- Designated smoking facilities should be in place with appropriate cigarette waste disposal

Production Area Hand Washing Facilities

- Sufficient quantities of warm water
- Liquid soap (unscented)
- Single use towels or hand air driers
- Towel disposal
- Instructions for hand washing



High Risk Food Production Requirements

- Specifically segregated changing rooms
- Room should ideally be fitted with central seating; one side regarded as low risk the other high risk
- Dedicated and identified protective clothing should be provided
- In addition to hand washing with soap staff should use a hand sanitizer
- Protective clothing should not be wear outside the designated area
- Low risk and high risk protective clothing should be laundered separately and stored separately
- Specific protective footwear should be worn in the designated area

Changing Procedure for High Risk Areas

1. Remove outdoor clothing
2. Place on protective head wear
3. Remove outdoor shoes
4. Place legs into high care area and put on protective footwear
5. Wash hands
6. Put on protective clothing
7. Wash hands and use hand sanitizer
8. Enter high risk area

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