

## Active Managerial Control Policy: Hot Holding Sample Language

**Why this is important:** Bacteria multiply rapidly in the temperature danger zone (between 41°F and 135°F). To prevent rapid bacterial growth, all hot, time/temperature control for safety (TCS) food(s) must be maintained at or above 135°F.

<b>Who does this apply to:</b>	Example(s): All food employees are responsible for hot holding of TCS foods; Hot prep food employees are responsible for hot holding of TCS foods; Shift managers are responsible for hot holding of TCS foods.
<b>When will this be performed:</b>	Example(s): Hot holding of TCS foods occurs during lunch service only (11am - 2pm); Hot holding of TCS foods occurs 24-7 at this food service establishment.
<b>Where does this take place:</b>	Example(s): Hot holding of TCS foods is performed in the following equipment: Steam tables, electric hot cabinets, Griddle, and Soup Wells.
<b>How is this completed:</b>	Example(s): Hot holding of TCS foods, at 135° F or above, is ensured by use of properly located indicating thermometers and frequent monitoring of food temperatures using a probe thermometer.
<b>Corrective Action:</b>	Example(s): TCS foods that have been below 135°F for 4 hours or more are discarded. TCS foods that have been below 135°F for less than 4 hours is removed from service and rapidly reheated and placed in a functioning hot holding unit.
<b>Monitoring Steps:</b>	Example(s): The back of the house manager monitors temperatures 2 times during his/ her shift using a clean and sanitized probe thermometer; Kitchen employees monitor TCS food temperatures daily, using a clean and calibrated probe thermometer, and record temperatures on a temperature log.
<b>Training of Staff:</b>	Example(s): Food employees are required to read these food safety system procedures when they are hired. The kitchen manager then demonstrates the procedures for all employees; Refresher training is provided through daily/weekly tailgate discussions.
<b>Verification of Policy:</b>	Example(s): The Manager on duty spot checks the thermometers in hot holding units and TCS food temperatures with a calibrated thermometer; The Person In Charge reviews logs and spot checks TCS food temperatures using a clean, calibrated thermometer. If mistakes of this food safety system are repeated, changes to the training procedure or monitoring steps will be made based on observations and this food safety system will be updated accordingly.