

## Dishroom Duties

Arrive 12:15 pm Lunch, 5:45 pm Dinner

These duties include the mechanical dishwasher and hand washing at the three-compartment sink.

### Mechanical Dishwasher – 2 people (\*Note – Hairnets NOT required in Dishroom)

#### Person A – Soiled Dishes

1. Scrape all food particles into trash can
2. Place like items into dishwasher racks.
3. Rinse with sprayer.
4. Move rack into dishwasher
- 5.\* Run sponges through dishwasher at end of dishwashing to sanitize

#### Person B – Clean Dishes

1. Wash hands
2. When dishwasher cycle is complete, pull rack from dishwasher **\*\*leave door open\*\***
3. Allow dishes to cool a few seconds
4. Stack dishes and move to storage locale

#### Clean Up

1. Shut down dishwasher per instructions on the wall. Ensure all strainers are empty.
2. Remove any food particles from rinse sink and internal perforated food catch bins.
3. Wipe/dry all surfaces. Place dish racks below soiled table.

### Three-Compartment Sink – 1-2 people (\*Note – Hairnets NOT required in Dishroom)

#### Set Up

1. Clean and sanitize each sink and drain board.
2. Put strainer in the “Wash” sink (to keep solids from going down the drain).
3. Leave the “Rinse” sink empty.
4. Fill the “Sanitize” sink with hot water (100°F minimum). Add two (2) capfuls of Bleach to the hot water. Use test strip – proper sanitizer concentration is 50 – 99 ppm.
5. Place one or two orange towels on the floor underneath each drying rack. **\*\*Do not put towels on each shelf\*\*** Wipe each shelf with sanitizing solution or sanitizing wipes before putting clean dishes on to dry.

### Person A

1. Scrape and/or wipe with a paper towel all food from dishes into trash can (not in sink). Wash items with dish soap on a brush, sponge, cloth or scrub pad in the “Wash” sink. **\*\*Watch to make sure water doesn’t drain too quickly – it can overflow under the sink\*\***
2. Place items in the “Rinse” sink.

### Person B

1. Spray items in the “Rinse” sink to ensure all traces of food, grease, and detergent are rinsed off. Rewash if necessary.
2. Then place items in the “Sanitize” sink. Items must remain in the sanitizing solution for seven (7) seconds or more. Change the sanitizing solution when the temperature of the water cools to below 100°F or the sanitizer concentration falls below required ppm. Remove items from the water and allow to air dry on a clean and sanitized surface, placed upside down. Place sharp knives separate from other utensils to dry.
3. Empty “Slush Bucket” from pass through window and run through dishwasher.

### Clean Up

1. Clean the “Wash” sink with hot water.
2. Rinse “Wash” and “Rinse” sinks with water from the “Sanitize” sink. Drain “Sanitize” sink SLOWLY and wipe down all three (3) sinks.
3. Wipe down all surfaces – 3 compartment sink, dishwasher soiled and clean tables. Wipe down drying racks (that are empty) with sanitizing solution or wipes.
4. Turn off dishwasher and exhaust fan according to instructions on machine.
5. Turn off any other fans (floor, oscillating) if used.
6. Take dirty towels to the Laundry Room.
7. Sweep and mop Dishroom floor. **\*\*Use plain water only – no special detergent\*\*** Sweeping and mopping items are in the utility closet (next to Laundry/Cold Storage). If mopping items not there, additional mops are on the back stoop off the dining room, and rinse bucket is in laundry/cold storage room. Yarn and sponge mops are both acceptable.
8. Sanitize mop heads when completed mopping by rinsing out the **mop** until the water runs clear. Then place the **mop** in a bucket/sink containing 2 gallons of hot water and a cup of vinegar. Let your **mop** soak for 10 minutes, rinse again, then hang it up to dry.