

29 January 2020

Sanitation and Hygiene Advisory for Food Establishments

1 Since January 2020, the Ministry of Health has confirmed several cases of the Wuhan Coronavirus (“Wuhan virus”) infection. In view of situation, the National Environment Agency (NEA) and the Singapore Food Agency (SFA) strongly urges all stakeholders to take precautionary measures to maintain high standards of sanitation and personal hygiene to minimize the risk of transmission of the Wuhan virus.

2 Operators of food establishments are advised to maintain high standards of hygiene and cleanliness to safeguard public health and instill confidence in customers to dine at the premises. This will also provide assurance to the general public, knowing that the operators and its staff uphold good hygiene and cleanliness standards.

3 The SFA and NEA recommend the following **practices to be implemented immediately**:

a) Personal Hygiene

Staff should be reminded to:

- Monitor their temperature regularly.
- Report to their supervisor, see a doctor and stay away from fellow colleagues if they are unwell.
- Wear a mask if they have a cough or runny nose.
- Cover their mouth with a tissue paper when coughing or sneezing, and dispose of the soiled tissue paper in the rubbish bin immediately. Wash hands thoroughly before handling or serving food.
- Cover all wounds or cuts on their hands with waterproof plasters.
- Practice good toilet habits (e.g. flush toilets after use).
- Practice good personal hygiene (e.g. after clean-up is carried out, after handling refuse or other dirty items, and after visiting the toilet)
- Use disposable gloves, face masks and rubber boots when carrying out cleaning work and when handling food or waste.
- Use disposable gloves when clearing crockeries and items discarded on the tables such as used tissue papers and tooth picks. Do not reuse gloves.
- Refrain from touching their exposed body parts such as face and arms with soiled gloves.
- Do not serve food or utensils with soiled gloves
- Refrain from wearing apron when visiting the toilet.
- Wash and disinfect cleaning equipment thoroughly immediately after use.

b) Food Hygiene

- Do not prepare or handle food if they feel unwell (for e.g. vomiting, diarrhea or fever) or if they have infected wounds, skin infections or sores.
- Ensure all produces are obtained from licensed food sources.
- Cook food thoroughly. Keep hot food above 60°C.
- Cover food properly to prevent contamination.
- Provide serving spoons where deemed necessary.
- Do not keep personal belongings in food preparation areas. A separate locker area should be provided for storage of personal belongings.
- Do not use cracked or chipped crockery as germs can harbour in the cracks.
- Use separate chopping boards, knives and other instruments for raw and cooked foods to prevent cross contamination.
- Use disposable gloves when handling food or utensils.
- Store raw food and cooked/ready-to-eat food separately.
- Keep food preparation areas and premises clean and pest-free, and ensure preparation surfaces, utensils and cooking equipment are clean, and ensuring good housekeeping practices.

c) Housekeeping/Refuse Management

- Assign a team of staff to carry out cleaning and housekeeping daily.
- Disinfect high human contact points such as door knobs and tabletops with disinfectants regularly.
- Goods must be properly stored and stacked above floor level to facilitate cleaning of the premises.
- Provide sufficient refuse pedal bins lined with plastic bags with tight covers in the kitchen.
- Ensure refuse bins are covered at all times and cleared daily.
- Clean up any refuse spillage immediately.
- Engage licensed waste contractors to remove food waste/general refuse daily.
- Wash and disinfect all refuse bins and litter bins at the end of each business day.

d) Toilets

- Clean toilets regularly and pay attention to areas with high human contact such as water taps, door/towel/cistern handles, seats and cover flaps, wash basins, door knobs, buttons and switches.
- Provide adequate supply of toilet paper, paper towels (if provided) or hand dryers and liquid soap at all times.
- Ensure toilet-flushing apparatus is functioning at all times.
- Ensure that all sanitary pipes and fittings are in good working condition.

e) Pest Control Programme

- Keep the premises free of food scraps to keep pest away.



- Check the premises daily and remove all potential vector breeding sites.
- Look for signs of pest infestation such as rodent droppings or burrows and cockroach droppings where food are stored.
- Engage a registered vector control operator to implement a pest control programme for the site.

4 We seek your cooperation in implementing the above practices.

NATIONAL ENVIRONMENT AGENCY & SINGAPORE FOOD AGENCY