

MINGUS SPRINGS CAMP & OUTDOOR LEARNING CENTER POLICIES AND PROCEDURES

ADDENDUM FOR USERS PROVIDING THEIR OWN FOOD SERVICE

The privilege of providing your own food service entails great responsibility. Few camps in Arizona allow users that privilege because of the potential for serious illness caused by food borne pathogens and the potential for negative publicity for Mingus Springs Camp which would result from "food poisoning."

Our regular camp cooks are very concerned about others using "their" kitchen. It is as if you were to invite strangers to cook in your kitchen. Will it be clean when they leave, will everything be where you always put it?

Weekend groups are advised to have at least one person working in the kitchen who holds a current Food Handler's Certificate from the county in which they reside. User groups leasing the facility for longer than a few days are advised to have one person in charge of the kitchen who is a Certified Food Manager.

The User assumes all responsibility for any and all food prepared during their occupancy and shall hold the Camp harmless from any liability arising therefrom.

User groups are advised to:

- Use only clean and sanitized utensils and equipment during food preparation and serving.
- Clean and sanitize food contact surfaces after each use.
- Minimize the time that potentially hazardous foods remain in the temperature danger zone of 40 degrees F to 140 degrees F.
- Use the refrigerator temperature logs and notify the camp manager or maintenance person if the temperatures exceed 40 degrees F.
- Follow the posted procedures for washing, sanitizing, and drying of dishes and food service utensils.
- Cover all trash cans when not in use.
- Close all doors including the pass through window when no one is in the kitchen.
- Keep dining hall doors closed except when actually serving.
- Present silverware with the handles up in the containers.
- Use disposable tableware for sanitary reasons and for water conservation. And it avoids charges for lost silverware.

Users providing their own food service are responsible for bringing the following:

- Food handler's certificate
- Disposable plates, cups and tableware if you don't want to use the non-disposable plates, cups and silverware which come with the kitchen rental.
- Kitchen paper towels
- Dish soap

Spices, including salt and pepper

Handiwipes for kitchen clean-up (for washing dishes and sanitizing work surfaces)

Aluminum foil

Plastic wrap

Napkins

Bar towels for cleaning exterior of refrigerators, table tops, cabinets, etc.

The health department does not allow sponges to be used in the kitchen.

33 gallon garbage bags (preferably 2 mil in thickness) and 10 gallon wastebasket liners

Rolled paper towels

...and for groups providing their own food services for periods longer than four days:

Certified Food Service Manager certificate

Toilet paper

Single fold paper towels

Soap for bathroom soap dispensers

Disinfectant for floor cleaning and work surfaces

Revised: November 29, 2006