



Cleaning and Disinfection Guidance

Step 1 – Choose your cleaning chemical

Whilst there are three main types of cleaning chemical, certain products may only be appropriate to use on certain surfaces or items. This is why before use it is important to read the information labelled on cleaning chemical products. It is good practice that disinfectants/sanitiser used comply with BS EN 1276 or BS EN 13697.

Cleaning Chemical	Does it clean items or surfaces?	Will it kill bacteria?
Detergents/ degreasers	Yes	No
Disinfectant	No	Yes (only if the surface is cleaned before use)
Sanitisers	Yes (only after a two-stage clean)	Yes (only after a two-stage clean)

Step 2 – Using your cleaning chemical appropriately

From the product's label, identify these three key parts of information.

Key Information	What is it?
Dilution rate	Sometimes you will need to add a specific amount of cleaning chemical to water before use. If concentrations are too weak then the chemical will be less effective
Contact time	The time it takes the cleaning solution to eliminate bacteria from the surface or item it is applied to. Some can be a few seconds and other a few minutes.
Process required	The instructions provided on how to correctly use the cleaning chemicals.

Step 3 – Choosing a cloth

It is important to use the correct cloth in the correct way when cleaning. We highly recommend that you use disposable single use cloths when cleaning. However, if you do not here are some guidelines for how to safely reuse cloths:

- Always use separate cloths for clean areas (e.g. where ready to eat food is prepared) and dirty areas (e.g. where raw food like meat is prepared),
- Change cloths at least daily and
- The only effective way to clean reusable cloths is a hot wash cycle at 90°C.



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Step 4 – The importance of a cleaning schedule

A cleaning schedule is an effective way to keep your kitchen clean. All areas of the kitchen are frequently cleaned according to a checklist. Below is an example of what a cleaning schedule might look like.

Area/Item/Vehicle	Initialed by Cleaner							Action/Notes	Checked by
	M	T	W	T	F	S	S		
Kitchen floor	AJ	SB	AJ	AJ	SB	JW	JW	Swept before wet and dry mopped.	A.Smart
Kitchen counter tops	AJ	SB	AJ	AJ	SB	JW	JW	Sanitiser used for a two-stage clean	A.Smart
Oven and hobs	SB	AJ	SB	SB	AJ	SB	AJ	Cleaned with detergent and then cleaned with disinfectant	A.Smart

Improving my food hygiene rating

Here are several steps that will help improve your food hygiene rating.

Step	Action	Done
1a.	Cleaning chemicals are suitable for the job, choose detergent and disinfectant or sanitiser for food contact surfaces.	
1b.	Sanitiser/ disinfectant should comply with the British Standards BS EN1276:1997 or BS EN 13697:2001.	
1c.	Where you are using the same surfaces or equipment for raw and ready to eat food a two-stage cleaning and disinfection process is required, even if using a sanitiser.	
2.	Cleaning chemicals used in accordance with manufacturer's instructions, including dilution rate, contact time and processes (e.g. whether chemicals left to dry or rinsed off).	
3a.	Use disposable cloths or designate separate cloths for raw and ready to eat areas/ equipment.	
3b.	If cloths are re-used ensure cloths are washed in a hot cycle.	
4.	Cleaning schedule completed and implemented in food business.	