**Department:** Food and Beverage

**Date:** August 2019

**Applies to:** All culinary and back of house team members

**Criteria:** Washing and cleaning floors

**Purpose:** To ensure proper cleanliness and sanitation is maintained by all team members and at all times when cleaning the floor and kitchen areas

Cleaning the Kitchen Floor

1. Ensure all flattop counters are cleared and cleaned
2. Pick up all rubber floor mats and place on silver cart and bring them out to the trash area. Hose down the mats, shake off excess water and hang them to dry. Return to the kitchen while the mats are allowed to dry.
3. Once the floor is clear of all rubber mats, sweep under and move all workstations to ensure no food items, paper or garbage is underneath them
4. Fill a 2-gallon bucket with warm water. Add the recommended amount of degreaser detergent to the water. See the instructions on the degreaser bottle. Place “Wet Floor” signs in highly visible areas.
5. Use a mop to dip into the cleaning solution and squeeze out the excess water into the mop bucket. The mop should be damp and not dripping water and proceed to mop the kitchen floors.
6. Discard the greasy water in the mop station, rinse out the mop bucket with hot water and discard. Refill the bucket with 2 gallons of hot water and a half cup of bleach. Re-mop all kitchen areas.
7. After moping, discard the water. Drape a cleaning towel over the scrub brush and dry wipe the floor with a dry, white cloth and examine the cloth for any traces of dirt or grease. Clean the area again if there is dirt on the drying cloth.
8. Once the floor in the kitchen is clean, get the rubber mats from the trash area and ensure that all excess water is shaken off and return them to their place in the kitchen.

Cleaning the Bar Floor

On Wednesdays and Saturdays, the mats on the bar floor will be removed and cleaned in the same fashion as

the kitchen mats, by being removed, washed near the trash bin, and hung to dry while you clean the floor in the bar area with a mop.