20/04 Kitchen Policy

Personnel leaving lunches in the refrigerator shall name and date them to facilitate cleaning of the refrigerator.

Personnel that cook and use County utensils shall not leave dirty plates, pots, and dirty silverware on the table, stove, oven or sink. Personnel shall not leave dirty paper plates, cups, etc., on the table, but shall discard them in the trash can.

Staff shall cooperate to clear out the refrigerator in the kitchen at the end of each week (Friday). On each person's last work day of the week, they shall discard or take home the food they brought in during the week. No food items shall be left in the refrigerator over the weekend.