



RESOURCE LIBRARY - STEWARDING  
Cleaning Bench Top 清洁台面

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**Standard:**

All bench tops must be clean and free of food residue or matter any time.

**Procedures:**

1. Wipe loose food particles from bench tops to garbage bin.
2. Never wipe food scrap on floor.
3. Pay attention edges and legs of bench top.
4. With sponge and water clean bench.
5. With towel or rag wipe dry.
6. Bench tops should be cleaned with hot water and sanitizer at least once on each shift.
  - Wipe loose food particles from bench tops to garbage bin.
  - Mix sanitizer with hot water in clean container.
  - Use sponge with mixed liquid. To clean bench tops include edges and legs.
  - Rinse with clean wet rags and wipe dry.

-End-

**标准:**

工作台面要随时清洁，不能残留残余食物或其它东西。

**程序:**

1. 擦去台面上散落的残留物到垃圾筒里。
2. 决不要将残留物擦到地上。
3. 注意工作台面的边缘及边缘下部。
4. 用热水和清洁剂溶液清洁。
5. 用干净的抹布擦干。
6. 工作台面每班要消毒一次。
  - 擦去台面上散落的残留物到垃圾筒里。
  - 在干净的容器中混合热水和消毒剂。
  - 使用海绵和消毒液擦工作台面包括边和支腿。
  - 使用湿的干净抹布擦洗并擦干。

-完-