

## Westbank Lions Community Centre Kitchen Cleaning Procedures - Rental Groups

Cutting boards Can opener Pots and pans	Wash with detergent and water solution Rinse with potable water Spray with Sanitizer Allow to air dry <b><u>LEAVE OUT ON THE COUNTER</u></b>
Crockery, utensils and glassware Serving trays, bowls, dishes	Run through dishwasher Allow to air dry <b><u>LEAVE OUT ON THE COUNTER</u></b>
Dishwasher	See cleaning instructions posted on the machine Make sure power is off, screens cleaned & machine drained Door is to be left open
Grill	Preheat grill and turn off Scrape as much grease as you can into grease trap on right side Use the Grill Brick (under the sink) to clean with a back and forth motion, applying light pressure. Wipe clean with detergent and water solution Rinse well with potable water Wipe dry
Grill Grease Trap	Take over to sink by dishwasher - it has grease trap in drain Wash with detergent and water solution Rinse with potable water Spray with Sanitizer Allow to air dry
Walls & cupboard fronts Splash Guards / Backsplashes Fridge and cooler fronts/handles Sinks Equipment Counter tops	Wipe up any spills with detergent and water solution Rinse well with potable water Wipe dry Spray with Sanitizer Return any equipment to original location
Freezer Fridge Microwave Cooler	Wipe up any spills with detergent and water solution Rinse well with potable water Wipe dry
Gas Range	Turn off & Allow to cool Clean up spills and boil overs with detergent and water solution
Oven	Turn off & Allow to cool Clean up spills and boil overs with detergent and water solution
Kitchen Carts	Wash with detergent and water solution Rinse with potable water Spray with Sanitizer Allow to air dry
Engineered Air (Exhaust Fans)	Make sure it has been turned off - switch beside janitorial closet.
Laundry	All items requiring laundering, such as towels, dish clothes and aprons must be placed into the dirty laundry bin Please hang any wet towels on the basket to dry
Large Coffee Percolators	Dispose of any used coffee grounds and thoroughly rinse both the filter basket and stem with clean water Use a sponge to gently wipe clean the percolator's main pot
Trash & recycling	Emptied at the end of your event to the appropriate refuse / recycling dumpsters out front Key and bin location photo by back kitchen door near coffee station Take all items with you including leftover food & recyclable cans
Cutting boards	Wash with detergent and water solution

