Effective Employee Education

Starting with a good foundation of relevant facts and applications, this information can be effectively delivered in short courses, workshops, and training sessions, but the material often fades from mind once employees have returned to work. Regular reinforcement of these principles helps keep employees focused on producing high-quality, safe food.

The enclosed posters and flashcards are novel training tools that can easily be used on site as visual reminders of key concepts in food processing. The tip sheets are a helpful reference to have on-hand when developing procedures as a reminder of the elements to include in the written document.

If you have questions or comments about these materials, contact Kerry Kaylegian, dairy foods research and extension associate, at kek14@psu.edu or 814-867-1379. To order contact the Publications Distribution Center at 877-345-0691.

Suggestions for Use

**Flashcards**
- Post with the key concept side out as a reminder
- Post with the details out for more information
- Use as quiz aids for on-site training

**Posters for Display**
- Doors and lockers
- CIP rooms
- Chemical storage areas
- Locker rooms
- Lunch rooms
- Employee training and notice boards
Penn State Food Science Training Resources

Food-safety-related Short Courses and Workshops
foodscience.psu.edu/workshops

• Dairy Basics: Fundamentals of Food Safety Workshop
• Dairy HACCP Workshop
• Food Microbiology Short Course
• Food Safety and Sanitation for Food Manufacturers*
• Fundamentals of HACCP
• Hazard Analysis Critical Control Point Programs (HACCP) for Meat and Poultry Processors
• Mushroom Food Safety
• Pasteurizer Operators Workshop

  * Also available as an online course

Custom Training Workshops
Penn State can tailor short courses and workshops to meet the specific needs of your group. We can hold workshops at Penn State, on site at your facility, or other common space. Please contact Kerry Kaylegian at kek14@psu.edu for more information.

Online Resources

• foodscience.psu.edu/workshops
• extension.psu.edu/food/dairy
• extension.psu.edu/food/safety

foodscience.psu.edu
# Cleaning and Sanitizing

## THE STEPS

1. Pre-rinse
2. Wash
3. Post-rinse (acid)
4. Sanitize

## WASHING FACTORS

1. Time
2. Action (mechanical force)
3. Concentration
4. Temperature

## THE DETAILS

1. Follow SSOPs
2. Use the right supplies
3. Fill out records
4. Take pride

## CHEMICAL SAFETY

1. Correct chemical use
2. Chemical properties
3. Protective equipment
4. Accident and spill response

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**PENN STATE FOOD SCIENCE TRAINING SUPPORT**

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