PLAINTIFF'S EXHIBIT

UC-1827

'COPY' TO: 1. OPERATING DEPARTMENT HEAD
2. A. L. BAREFOOT
3. D. R. HALEY
4. K. G. TOWNSEND
5. J. L. WYATT

SHARE AUDIT PROCEDURE

DEPT. EMPLOYEE RELATIONS

DATE 3-8-83

	YES	NO
DEFICIENCY EXISTS	✓	---

NAME OF PROCEDURE SANITATION

REFERENCE? S+OH PROCEDURES MANUAL

NUMBER OF PERSONNEL INTERVIEWED: 2

	YES	NO
A. AWARE OF PROCEDURE?	✓	---
B. UNDERSTAND PROCEDURE?	✓	---
C. FOLLOW PROCEDURE?	✓	---
D. IF NO, WHY NOT?		
E. REMEMBER HAVING RECEIVED TRAINING?	NA	
1. LAST YEAR	---	---
2. TWO YEARS AGO	---	---
3. THREE YEARS AGO	---	---
UP TO DATE PROCEDURE IN APPROPIATE MANUAL?	✓	---
ANY RELATION TO A/I REPORTS IN LAST 6 MONTHS?	---	✓
SHOULD EXISTING PROCEDURE BE MODIFIED?(IF YES EXPLAIN)	---	✓
SHOULD RETRAINING BE CONDUCTED?	---	✓
SHOULD ANOTHER AUDIT BE CONDUCTED?	✓	---

IF YES WHEN? 2 MONTHS

AUDITED BY: Maria Gutierrez

APPROVED BY: K. G. Townsend

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SANITATION

VENDING MACHINES INSPECTION

Building CAFETERIA Date 3-8-83

Inspected By Maria Gutierrez

Item(s) Vended COFFEE, CHIPS, CANDY, ETC...

		YES	NO	SEE COMME
A.	**Food, Consumer Containers Equipment Maintenance & Operations**			
1.	Food from approved source	✓		
2.	Food wholesome	✓		
3.	In clean protective containers	✓		
* 4.	Potentially hazardous food (milk, milk products, sandwiches)		✓	
5.	Machine parts which touch food clean	✓		
6.	Single service articles (cups) clean	✓		
B.	**Machine Location**			
1.	Clean and protected area	✓		
2.	Well lighted	✓		
3.	Space around it easy to clean	✓		
4.	Convenient to hand washing facilities	✓		
C.	**Exterior Construction and Maintenance**			
1.	Clean and easy to clean	✓		
2.	Food containers securely covered	✓		
3.	Screened ventilation louvers	✓		
4.	Dust-proof barrier between condenser unit and food storage	✓		
5.	Machine easy to move or on 6" legs	✓		
6.	Service connections grommeted or closed	✓		

BRE 0219

D. Interior Construction and Maintenance

		YES	NO	SEE COMM
1.	Clean and easy to clean	✓		
2.	Food-contact surfaces smooth and in good repair	✓		
3.	Food-contact surfaces of nontoxic material	✓		
4.	Food containers effectively covered	✓		
5.	Delivery chute clean	✓		
6.	Vending stage clean and self closing (door)	✓		
7.	Drains working and clean	✓		
8.	Free of dust, insects, rodents and other contamination	✓		

E. Water Supply

1.	Safe & sanitary quality and from approved source	✓		
2.	Piped under pressure to machine	✓		
3.	Water filter periodically cleaned or changed	✓		

F. Waste Disposal

1.	Trash and waste frequently removed	✓		
2.	Disposed in an approved manner	✓		
3.	Self-closing leak-proof, easily cleanable waste containers used	✓		
4.	Internal waste container clean	✓		
5.	Internal container has automatic shutoff to prevent overflow	✓		

* If answer to A4 is yes, refer to Sanitation Procedure reference B, Section V., A.5 through A.10.

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SANITATION

FOOD SERVICE ESTABLISHMENT

BUILDING CAFETERIA DATE 3-8-83

INSPECTED BY Maria Gutierrez

I. FOOD	YES	NO	SEE COMMEN
A. Food Supplies			
1. Approved source	✓		
2. Wholesome - not adulterated	✓		
3. Not misbranded	✓		
4. Original container; properly identified	✓		
5. Approved dispenser	✓		
6. Fluid milk and fluid milk products pasteurized	✓		
7. Low-acid and non-acid foods commercially covered	✓		
B. Food Protection			
1. Protected from contamination	✓		
2. Adequate facilities for maintaining food at hot or cold temperatures	✓		
3. Suitable thermometers properly located		✓	(1)
4. Perishable food at proper temperature	✓		
5. Potentially hazardous food at 45°F. or below, or 140°F. or above as required	✓		
6. Frozen food kept frozen; properly thawed	✓		
7. Handling of food minimized by use of suitable utensils	✓		
8. Hollandaise sauce of fresh ingredients; discarded after three hours	NA		
9. Food cooked to proper temperature	✓		
10. Fruits and vegetables washed thoroughly	✓		
11. Containers of food stored off floor on clean surfaces	✓		
12. No wet storage of packaged food	✓		

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	YES	NO	SEE COMMENTS
B. Food Protection (Cont'd)			
13. Display cases, counter protector devices of approved type	NA		
14. Frozen dessert dippers properly stored	✓		
15. Sugar in closed dispensers or individual packages	✓		
16. Unwrapped and potentially hazardous food not re-served	✓		
17. Poisonous and toxic materials properly identified, colored, stored and used; poisonous polishes not present	✓		
18. Bactericides, cleaning and other compounds properly stored and non-toxic in use dilutions	✓		
II. PERSONNEL			
A. Health and Disease Control			
1. Persons with boils, infected wounds, respiratory infections or other communicable disease properly restricted	NA		
2. Known or suspected communicable disease cases reported to health authority	NA		
B. Cleanliness			
1. Hands washed and clean	✓		
2. Clean outer garments; proper hair restraints used	✓		
3. Good hygienic practices	✓		
III. FOOD EQUIPMENT AND UTENSILS			
A. Sanitary Design, Construction and Installation of Equipment and Utensils			
1. Food-contact surfaces of equipment	✓		
2. Utensils	✓		
3. Non-food-contact surfaces of equipment	✓		
4. Single-service articles of non-toxic materials	✓		
5. Equipment properly installed	✓		
6. Existing equipment capable of being cleaned, non-toxic, properly installed, and in good repair	✓		

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III. FOOD EQUIPMENT AND UTENSILS (Cont'd)

B. Cleanliness of Equipment and Utensils	YES	NO	SEE COMMEN
1. Tableware clean to sight and touch	✓		
2. Kitchenware and food-contact surfaces of equipment clean to sight and touch	✓		
3. Grills and similar cooking devices cleaned daily	✓		
4. Non-food-contact surfaces of equipment kept clean	✓		
5. Detergents and abrasives rinsed off food-contact surfaces	✓		
6. Clean wiping cloths used; use properly restricted	✓		
7. Utensils and equipment pre-flushed, scraped or soaked	✓		
8. Tableware sanitized	✓		
9. Kitchenware and food-contact surfaces of equipment used for potentially hazardous food sanitized	✓		
10. Facilities for washing and sanitizing equipment and utensils approved, adequate, properly constructed, maintained and operated	✓		
11. Wash and sanitizing water clean	✓		
12. Wash water at proper temperature	✓		
13. Dish tables and drain boards provided, properly located and constructed	✓		
14. Adequate and suitable detergents used	✓		
15. Approved thermometers provided and used	NA		
16. Suitable dish baskets provided	✓		
17. Proper gauge cocks provided	NA		
18. Cleaned and cleaned and sanitized utensils and equipment properly stored and handled; utensils air-dried	✓		
19. Suitable facilities and areas provided for storing utensils and equipment	✓		
20. Single-service articles properly stored, dispensed and handled	✓		
21. Single-service articles used only once	✓		
22. Single-service articles used when approved washing and sanitizing facilities are not provided	✓		

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IV. SANITARY FACILITIES AND CONTROLS

	YES	NO	SEE COMMENTS
A. Water Supply			
1. From approved source, adequate, safe quality	✓		
2. Hot and cold running water provided	✓		
3. Transported water handled, stored; dispensed in a sanitary manner	NA		
4. Ice from approved source; made from potable water	✓		
5. Ice machines and facilities properly located, installed and maintained	✓		
6. Ice and ice handling utensils properly handled and stored, block ice rinsed	✓		
7. Ice-contact surfaces approved; proper material and construction	✓		
B. Sewage Disposal			
1. Into public sewer, or approved private facilities	✓		
C. Plumbing			
1. Properly sized, installed and maintained	✓		
2. Non-potable water piping identified	✓		
3. No cross connections	✓		
4. No back siphonage possible	✓		
5. Equipment properly drained	✓		
D. Toilet Facilities			
1. Adequate, conveniently located, and accessible; properly designed and installed	✓		
2. Toilet rooms completely enclosed, and equipped with self-closing, tight-fitting doors; doors kept closed	✓		
3. Toilet rooms, fixtures and vestibules kept clean, in good repair, and free from odors.	✓		
4. Toilet tissue and proper waste receptacles provided; waste receptacles emptied as necessary	✓		

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IV. SANITARY FACILITIES AND CONTROLS (Cont'd)

	YES	NO	SEE COMMEN
E. Hand-Washing Facilities			
1. Lavatories provided, adequate, properly located and installed	✓		
2. Provided with hot and cold or tempered running water through proper fixtures	✓		
3. Suitable hand cleanser and sanitary towels or approved hand-drying devices provided	✓		
4. Waste receptacles provided for disposable towels	✓		
5. Lavatory facilities clean and in good repair	✓		
F. Garbage and Rubbish Disposal			
1. Stored in approved containers; adequate in number	✓		
2. Containers cleaned when empty; brushes provided	✓		
3. When not in continuous use, covered with tight-fitting lids, or in protective storage inaccessible to vermin	✓		
4. Storage areas adequate; clean; no nuisances; proper facilities provided	✓		
5. Disposed of in an approved manner, at an approved frequency	✓		
6. Garbage rooms or enclosures properly constructed; outside storage at proper height above ground or on concrete slab	✓		
7. Food waste grinders and incinerators properly installed, constructed and operated; incinerators areas clean	NA		
G. Vermin Control			
1. Presence of rodents, flies, roaches and vermin minimized	✓		
2. Outer openings protected against flying insects as required; rodent-proofed	✓		
3. Harborage and feeding of vermin prevented	✓		

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V. OTHER FACILITIES

		YES	NO	SEE COMMEI
A.	**Floors, Walls, and Ceilings**			
1.	Floors kept clean; no sawdust used	✓		
2.	Floors easily cleanable construction, in good repair, smooth, non-absorbent; carpeting in good repair	✓		
3.	Floor graded and floor drains, as required	NA		
4.	Exterior walking and driving surfaces clean; drained	✓		
5.	Exterior walking and driving surfaces properly surfaced	✓		
6.	Mats and duck boards cleanable, removable and clean	NA		
7.	Floors and wall junctures properly constructed	✓		
8.	Walls, ceilings and attached equipment clean	✓		
9.	Walls and ceilings properly constructed and in good repair; coverings properly attached	✓		
10.	Walls of light color; washable to level of splash	✓		
B.	**Lighting**			
1.	20 foot-candles of light on working surfaces	✓		
2.	10 foot-candles of light on food equipment, utensil-washing, hand-washing areas and toilet rooms	✓		
3.	5 foot-candles of light 30" from floor in all other areas	✓		
4.	Artificial light sources as required	✓		
C.	**Ventilation**			
1.	Rooms reasonably free from steam, condensation, smoke, etc.	✓		
2.	Rooms and equipment vented to outside as required	✓		
3.	Hoods properly designed; filters removable	✓		(2)
4.	Intake air ducts properly designed and maintained	✓		
5.	Systems comply with fire prevention requirement; no nuisance created	✓		

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V. OTHER FACILITIES (Cont'd)

	YES	NO	SEE COMMEN
D. Dressing Rooms and Lockers			
1. Dressing rooms or areas as required; properly located	NA		
2. Adequate lockers or other suitable facilities	NA		
3. Dressing rooms, areas and lockers kept clean	NA		
E. Housekeeping			
1. Establishment and property clean, and free of litter	✓		
2. No operations in living or sleeping quarters	NA		
3. Floors and walls cleaned after closing or between meals by dustless methods	✓		
4. Laundered clothes and napkins stored in clean place	✓		
5. Soiled linen and clothing stored in proper containers	✓		
6. No live birds or animals other than guide dogs	✓		

VI. COMMENTS

(1) FREEZER AND REFRIGERATOR DO NOT HAVE THERMOMETERS. This is the second audit that thermometers were missing. KEI

(2) THE HOOD NEEDS CLEANING, EXCESSIVE GREASE HAS ACCUMULATED AND DRIPS DOWN ON THE FLOOR.

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