

**ARIZONA DEPARTMENT OF CORRECTIONS
DIRECTOR'S OFFICE**

MEMORANDUM

TO: DISTRIBUTION

FROM: CHARLES L. RYAN, DIRECTOR

DATE: March 10, 2011

SUBJECT: Director's Instruction # 301, Modification of Department Order 912, Food Service

This Director's Instruction is effective immediately and will remain in effect until incorporated into Department Order # 912, Food Service. Department Order 912, Food Service is amended as follows:

PROCEDURES

912.02 SANITATION REQUIREMENTS

- 1.1 All Food Service employees are responsible for ensuring sanitary standards in all food service operations and for training staff and inmates on personal cleanliness/hygiene, as well as sanitary preparation of food, food storage, serving meals, and the care and maintenance of equipment.
- 1.2 The Warden shall establish a sanitation inspection team including:
 - 1.2.1 FHA or **Designee** will serve as the Chairperson
 - 1.2.2 Food Service Contractor Manager
 - 1.2.3 A member from institution Maintenance
 - 1.2.4 The institution's Food Service Liaison
 - 1.2.5 Other staff as deemed appropriate

{Original Signature on File}