

WE/01: Internal structural surfaces

1.0 Introduction

- 1.1 It is essential that the appropriate materials are used in order to obtain the correct finishing to internal surfaces, of which must be readily cleanable and therefore need to be non-porous.
- 1.2 All internal surfaces shall be maintained to an acceptable standard and of which must not compromise the safety of food.

2.0 Floors

- 2.1 Floor surfaces should be durable, non-porous, anti-slip, without crevices and capable of being cleaned effectively.
- 2.2 Where possible the angle between walls and floors should be coved to aid the ease of cleaning.
- 2.3 Floors must be appropriate to the type of business being conducted and therefore the following criteria should be considered:
 - volume and nature of traffic;
 - whether or not there are to be 'wet' processes;
 - how the area is to be cleaned;
 - chemical resistance; and
 - whether or not production will need to be stopped in order to effect repairs.
- 2.4 Defects to flooring may facilitate the build-up of food debris and water retention and therefore must be reported in a timely manner.

3.0 Walls & ceilings

- 3.1 Walls and ceilings must be smooth, light in colour, water-resistant and in good condition.
- 3.2 Ledges and crevices in walls should be eliminated where possible, as these may be hard to clean.
- 3.3 Holes and cracks to walls especially external walls must be filled in order to proof against the ingress of pests.
- 3.4 Damage to walls and ceilings such as flaking paint, plaster etc. may present a risk of physical contamination to food and must be reported in a timely manner.

4.0 Doors

- 4.1 Surfaces to doors and frames shall be smooth and non-porous which are capable of being cleaned with ease.
- 4.2 Door handles and fingerplates should be conducive to effective disinfection.
- 4.3 External doors must be tight-fitting and self-closing. Where external doors are left open then these must be protected by plastic strips or similar to protect against the ingress of food pests.
- 4.4 Where external doors have significant gaps at floor-level they must be fitted with an appropriate rubber strip/brush or similar to prevent the ingress of food pests.

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- 4.5 Damage to doors, frames and vision-panels, such as flaking paint, wood splinters, glass shards etc. may well present a risk of physical contamination of food and therefore must be reported in a timely manner with a view to an early resolve.

5.0 Windows

- 5.1 Windows should be so constructed and maintained as to allow for effective cleaning.
- 5.2 Windows that open directly on to the external environment must be protected at all times by well-fitted, readily cleanable fly-screens.
- 5.3 Damage to windows such as cracked panes, chips, etc. may present a risk of physical contamination to food and must be reported in a timely manner.

6.0 Surfaces

- 6.1 Surfaces (including those used for food preparation or surfaces of equipment and workbenches) where food is handled, particularly those that are touched by food, must be maintained in a sound condition and be easy to clean and, where necessary, to disinfect.
- 6.2 Surfaces must be of materials that are smooth, washable, corrosion-resistant, non-absorbent and non-toxic. Stainless steel is most often used, however other surfaces may be acceptable but they must be durable and easy to clean.

7.0 Equipment

- 7.1 All items, fittings and equipment that food comes in to contact with must facilitate the effective cleaning and, where necessary disinfection, frequently enough to avoid any risk of contamination.
- 7.2 Should be so constructed, made of appropriate materials and kept in good order, repair and condition, in a way that minimises any risk of contamination.
- 7.3 Should be so constructed, made of appropriate materials and kept in good order, repair and condition in a way that enables them to be kept clean and, where necessary, to be disinfected, except for non-returnable containers and packaging.
- 7.4 Installation must allow for adequate cleaning of the equipment and the immediate surrounding area, where necessary.
- 7.5 It is recommended that all equipment is moveable to allow for ease of cleaning but if fixed it must be adequately sealed in place to prevent cleaning difficulties. Fixed equipment needs to be fitted in such a way that it does not lead to dirt being trapped in inaccessible areas where it cannot be cleaned properly.

8.0 Reporting of defects to the fabric of the building

- 8.1 The timely reporting of a defect should ensure a quick resolve for any issue that may affect the ability to produce safe food.
- 8.2 Defects should be reported through 'Estates Service Desk'
- **Phone:** +44 (0)24 765 75100
 - **Email:** Estates.Servicedesk@warwick.ac.uk
 - **Out of hours:** +44 (0)24 765 22083

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- 8.3 Where defects have not been resolved within an acceptable timeframe then managers must follow-up with 'Estates Service Desk' to facilitate closeout.

Version	Date of issue	Author	Endorsed by
V1	May 2020	Graham Day; Health & Safety Adviser	Graham Hakes; Senior Health & Safety Adviser