

## **EMERGENCY PLAN MANUAL**

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**Issued by:** Environment Services Manager  
**Approved by:** Administrator

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### **FOOD ADVISORY ALERT PLAN**

#### **INITIATION:**

Notification from any reliable source, including media, that a food product is considered hazardous.

#### **PROCEDURE:**

Information received by any staff member about a food product that is considered hazardous.

1. During non-business hours shall be relayed in person to the cook on duty without delay.
2. During business hours will be relayed to the Food Services Manager or alternate without delay.
3. The Food Services Manager or Cook shall follow procedures established by the Dietary Department.