

# Risk Control Plan: Hot Holding *Example*

## Contact information

| **Establishment Name** | **Address** | **City, State, ZIP code** |
| --- | --- | --- |
| ABC Restaurant | 123 Main Street SE | City, MN 5xxxx |

| **Primary Contact** | **Phone and Email** | **Food License #** |
| --- | --- | --- |
| John Doe | xxx-xxx-xxxx john.doe@abc.com | 12345 |

| **Inspector Name** | **Phone and Email** |
| --- | --- |
| Your Inspector, REHS/RS | xxx-xxx-xxxx your.inspector@agency.gov |

## Specific observation(s) noted during inspection

See inspection report(s) for more details.

|  |  |  |
| --- | --- | --- |
| **TCS food product(s) in violation (list)** | **Location** | **Improper temperature(s)** |
| **Cooked ready-to-eat time/temperature control for safety foods (TCS):** chicken wings\*, wild rice soup\*, gravy, baked potatoes\*, portioned turkey\* | Soup kettle, steam table 1, steam table 2 | Product internal: 110°F to 125°F |

*Items with an \*(asterisk) are repeat violations.*

## Applicable code violation(s)

4626.0395(A)(1) **TCS Food; Hot Holding** 3-501.16(A)(1)

## What is the risk factor to be controlled?

Improper Holding Temperatures

## Hazard(s)

### Most significant

* Spore-forming bacteria
  + *Clostridium perfringens*
  + *Bacillus cereus*

## What must be achieved to gain compliance in the future?

Establish procedures to confirm hot TCS food products are maintained at 135°F or above.

## How will Active Managerial Control be achieved?

|  |  |
| --- | --- |
| **Risk Control Plan element** | **Active Managerial Control details** |
| Who is responsible for the control? | List person in charge (PIC) for each shift:  **Name and Role**: John Doe, Day shift lead  **Name and Role**: Jane Doe, Evening shift lead  **Name and Role**: Bob Doe, Weekend shift lead |
| What monitoring and record keeping is required? | Ensure hot TCS food products are at 135°F or above.   1. Use a thin probe thermometer to find the coldest internal product temperature of multiple hot TCS food products at least once every four hours. 2. Record results on the [Hot Holding Log (PDF)](https://www.health.state.mn.us/communities/environment/food/docs/fs/hotholdlog.pdf). 3. Include any corrective action on the Hot Holding Log. |
| Who is responsible for monitoring and completing the records? | The PIC listed above for each shift.  When the listed PIC is not present, assign the duty to a trained employee. |
| What corrective actions should be taken when deviations are noted? | **Take corrective actions**   * If hot TCS food products are below 135°F, employees will tell the PIC. PIC will take corrective action.   + If hot TCS food products have been below 135°F for 4 hours or more, employees will discard the food.   + If hot TCS food products have been below 135°F for less than 4 hours, employees will relocate the food to other heating units to reheat properly to 165° within 2 hours.   **Address the root cause**   * Review the location or other external factors that may impact the hot holding temperatures of the unit. * Adjust settings and, if needed, repair the hot holding unit. * Contact service or repair company immediately. * Keep hot holding units closed to trap hot air. * Ensure all TCS food products are properly reheated or are received at 135°F or above before being placed into hot holding units. * Promote long-term compliance by training employees on procedures. |
| Who is responsible for training and what topics will be included in training for controlling this risk factor? | The PIC is responsible for training. The duties of the [Person in Charge (PIC) (PDF)](https://www.health.state.mn.us/communities/environment/food/docs/fs/picfs.pdf) include:   * Employees are properly trained in food safety as it relates to their assigned duties.   The PIC will train staff responsible for controlling the risk factor on:   * Importance of storing hot TCS food products at 135°F or above. * Proper procedures to verify hot TCS food products are being stored at 135°F or above.   Staff responsible for controlling the risk factor will be able to state temperature requirements as summarized in:   * [Temperature and Time Requirements for Food (PDF)](https://www.health.state.mn.us/communities/environment/food/docs/fs/timetempfs.pdf) fact sheet * [Time/Temperature Control for Safety Food (PDF)](https://www.health.state.mn.us/communities/environment/food/docs/fs/tcsfoodfs.pdf) fact sheet * [Reheating Ready-to-Eat Food (PDF)](https://www.health.state.mn.us/communities/environment/food/docs/fs/reheatingfs.pdf) fact sheet |
| What skills will the employee(s) learn? | Staff responsible for controlling the risk factor will demonstrate these skills to PIC:   * Use a thin probe thermometer to find the coldest temperature for various hot TCS food products. * Record food product temperatures on a Hot Holding Log. * Identify when a corrective action is needed, report to PIC. |
| How long is the plan to continue? | 30 days |

## How will the results of implementing the Risk Control Plan be communicated back to the inspector?

|  |
| --- |
| The Hot Holding Log will be emailed to my Inspector each Friday for the next four weeks.  Inspector email address: your.inspector@agency.gov |

## Agreement

As the person in charge, I have voluntarily developed this risk control plan, in consultation with my Inspector, and understand the requirements of this plan.

| **Establishment PIC signature** | **Date** |
| --- | --- |
| *John Doe* | 01/11/2023 |

| **Health department representative Name/signature** | **Date** |
| --- | --- |
| Your Inspector, REHS/RS Your Inspector | 01/11/2023 |

## Resources

[Minnesota Department of Health Food Business Safety (www.health.state.mn.us/foodbizsafety)](http://www.health.state.mn.us/foodbizsafety)

[Hot Holding Log (PDF) (https://www.health.state.mn.us/communities/environment/food/docs/fs/hotholdlog.pdf)](https://www.health.state.mn.us/communities/environment/food/docs/fs/hotholdlog.pdf)

[Person in Charge (PIC) (PDF) (https://www.health.state.mn.us/communities/environment/food/docs/fs/picfs.pdf)](https://www.health.state.mn.us/communities/environment/food/docs/fs/picfs.pdf)

[Reheating Ready-to-Eat Food (PDF) (https://www.health.state.mn.us/communities/environment/food/docs/fs/reheatingfs.pdf)](https://www.health.state.mn.us/communities/environment/food/docs/fs/reheatingfs.pdf)

[Temperature and Time Requirements for Food (PDF) (https://www.health.state.mn.us/communities/environment/food/docs/fs/timetempfs.pdf)](https://www.health.state.mn.us/communities/environment/food/docs/fs/timetempfs.pdf)

[Time/Temperature Control for Safety Food (PDF) (https://www.health.state.mn.us/communities/environment/food/docs/fs/tcsfoodfs.pdf)](https://www.health.state.mn.us/communities/environment/food/docs/fs/tcsfoodfs.pdf)

Minnesota Department of Health  
Food, Pools, and Lodging Services  
PO Box 64975  
St. Paul, MN 55164-0975  
651-201-4500   
[health.foodlodging@state.mn.us](mailto:health.foodlodging@state.mn.us)  
[www.health.state.mn.us](http://www.health.state.mn.us/)

JANUARY 2023

Minnesota Department of Agriculture  
Food and Feed Safety Division  
625 Robert Street N  
St. Paul, MN 55155-2538  
651-201-6027 or 1-800-697-AGRI  
[mda.info@state.mn.us](mailto:mda.info@state.mn.us)  
[www.mda.state.mn.us/food](http://www.mda.state.mn.us/food)

To obtain this information in a different format, call: 651-201-4500 or 651-201-6000.