



## Cowlitz County Health & Human Services Department

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### Board of County Commissioners

Arne Mortensen	District 1
Dennis Weber	District 2
Richard R. Dahl	District 3

### Person in Charge (PIC) Role and Responsibilities

The person in charge (PIC) is the individual present at a food establishment who is responsible for the operation at the time. **WAC 246-215 requires the PIC must be present at the food establishment during all hours of operation.** The owner or manager of the food establishment must designate employee(s) as PIC's when they are not acting as the onsite PIC.

#### **PIC's are required to:**

- Have food safety knowledge
- Take appropriate preventive and corrective actions
- Demonstrate food safety knowledge and maintain Active Managerial Control by ensuring the below duties are followed.

#### **The PIC's basic responsibilities include ensuring:**

1. Food preparation and storage are only done in proper areas. No home storage.
2. People are excluded from the kitchen unless necessary for the operation and that they comply with food safety rules.
3. Employees wash hands when required by monitoring handwashing.
4. Food is received in good condition and from approved sources.
5. Employees are properly cooking TCS food, especially raw animal products through daily monitoring of cook temps.
6. Employees are using proper cooling methods for hot foods.
7. Employees are properly maintaining the temperatures for TCS foods during hot and cold holding via daily temperature taking.

8. Employees are properly cleaning sanitizing food contact surfaces
9. Employees use barrier between foods and bare hands such as gloves
10. Employees are properly trained in food safety and have current FWC's
11. Required written procedures and plans are maintained and implemented
12. Employees who exhibits/reports GI symptoms are excluded from working with food when
  - a. Symptoms of diarrhea, vomiting, sore throat with fever, or jaundice are present
  - b. A lesion containing pus such as a boil or infected wound that is open or draining and is on the hands, wrist and exposed portions of arms
  - c. When diagnosed by a health care practitioner due to an infection with any of the following
    - i. Norovirus
    - ii. Hepatitis A
    - iii. Shigella
    - iv. E. coli
    - v. Salmonella

#### **The PIC shall demonstrate knowledge by one of the following:**

1. Having no RED violations on an inspection; or
2. Answering the food inspector's questions regarding food safety applicable to the establishment; or
3. Being a Certified Food Protection Manager.