# Student Union and Memorial College Center
## Grill Policy

<table>
<thead>
<tr>
<th>Functional Area:</th>
<th>Student Union</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applies To:</td>
<td>All Student Union Grill Users</td>
</tr>
<tr>
<td>Policy Reference(s):</td>
<td></td>
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</tbody>
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<table>
<thead>
<tr>
<th>Number:</th>
<th>OCESU-002</th>
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</thead>
<tbody>
<tr>
<td>Date Issued:</td>
<td>June 1, 2010</td>
</tr>
<tr>
<td>Page(s):</td>
<td>2</td>
</tr>
</tbody>
</table>

## Responsible Person

The Director of Orientation, Civic Engagement and Student Union is responsible for maintenance of this policy and for responding to questions posed regarding this policy as he or she is responsible for use of the grill located in Shearouse Plaza.

## Purpose / Rationale

The purpose of this policy is to ensure that all users of the grill adhere to food safety practices for the safety of all Armstrong faculty, staff, students and visitors.

## Definitions

None

## Policy

All users of the grill must pay careful attention to the handling of food before, during and after preparation to make sure it is safe for consumption. These guidelines apply to all groups preparing and offering food for consumption in or around the Armstrong Student Union and Memorial College Center. Any distribution of food must comply with local and state sanitation laws, rules, and regulations.

If any group is not purchasing food prepared by a licensed vendor such as Armstrong Dining Services and you are planning to prepare and distribute high risk foods (meat and other perishable items), it is imperative to make plans for food purchase, preparation, holding, and serving that make every effort to keep food safe for consumption. The event coordinator must communicate this plan with the Director for Orientation, Civic Engagement and Student Union.
Risk factors identified by the Center for Disease Control as the most prevalent contributing factors of food borne injury or illness include:

- Poor personal hygiene
- Food from unsafe sources
- Inadequate cooking
- Improper cooking temperatures
- Contaminated equipment

All facility and equipment users are expected to follow reasonable safety practices when preparing and/or serving food for their events. All persons handling food should completely wash their hands before handling any food and wear gloves throughout the entire duration of preparing and serving. Ingredients should be fresh and have been properly stored. Use thermometers to check food temperatures to ensure adequate cooking and proper cooking temperatures. Do not attempt to cook food in equipment that is inadequate for the task. Make sure all equipment is clean and sanitary before using it.

**GRILL**

- All grill operations should be performed in a safe manner.
- Grill should not be moved from Shearouse Plaza without permission
- Grill should be supervised and utilized safely at all times.
- Only hamburgers and hotdogs may be prepared on the grill
- Grill must be cleaned upon completion of use
- Organization or department must supply own charcoal and supplies

Failure to comply with this policy may result in loss of privileges of preparing and serving food in and around the Armstrong Student Union and Memorial College Center.

**Related Procedures**

All users of the Armstrong Student Union and Memorial College Center facilities should meet or discuss each event with a member of the staff in the Armstrong Student Union prior to the event.