

SOP - Egg Handling

Food Safety & Quality Template · Provided by GIFSQ

Eggs are a *Salmonella* risk that looks completely innocent. This SOP covers storage, separating without the shell trick, and making sure egg dishes are actually cooked.

SOPs only work if people actually read them. Train each operator, get the read-and-understood signature, and keep the language as plain as the job allows - this isn't the place to show off vocabulary.

1. Document control

Field	Details
Document title	SOP - Egg Handling
Document no.	[QA-SOP-030]
Version	[1.0]
Effective date	[YYYY-MM-DD]
Prepared by	[Name / Title / Date]
Approved by	[Name / Title / Date]
Review date	[YYYY-MM-DD]

2. Purpose

To handle shell eggs and egg products safely and prevent cross-contamination.

3. Scope

Covers shell eggs and liquid egg products at [site name].

4. Responsibilities

Role	Responsibility
Kitchen / bakery staff	Handle per this SOP.
Supervisor	Verifies practices.

5. Materials and equipment

- Dedicated egg storage area in the chiller
- Egg separators (not shells)
- Pasteurized egg product for high-risk dishes (per policy)

6. Safety precautions

- Wash hands after handling shell eggs - the shells carry the risk.
- Clean up broken-egg spills promptly; they're a slip and contamination hazard.

7. Procedure

Follow the steps in order. Steps marked [CHECK] are the ones people skip under pressure - don't.

1. Store eggs refrigerated at $\leq 5^{\circ}\text{C}$; keep them in their original packaging or a clean, labelled container.
2. Check eggs on receipt and before use: discard cracked, dirty or leaking eggs - don't wash and use them. [CHECK]
3. Separate whites and yolks with a separator, never with the shell halves.
4. Wash hands, boards and utensils after handling shell eggs and before touching anything else.
5. Cook egg dishes thoroughly - whites and yolks firm; for pooled/pooled-then-held eggs follow your local time limits strictly. [CHECK]
6. Use pasteurized egg for dishes served lightly cooked or raw (where your policy requires it) - especially for vulnerable groups.
7. Don't pool large quantities of raw egg in advance; keep pooled egg refrigerated and time-limited.

8. Records

- Temperature logs (chiller)

- Training records

9. Revision history

Version	Date	Change description	Changed by
1.0	[YYYY-MM-DD]	Initial issue	[Name]

Approval and control

Role	Name	Signature	Date
Prepared by	[Name]	[Signature]	[Date]
Reviewed by (QA)	[Name]	[Signature]	[Date]
Approved by	[Name]	[Signature]	[Date]

Keep completed forms for [Define retention period, e.g., 2 years beyond shelf life] at [defined location] - and make sure someone besides you knows where that is.

General use: This template contains no country-specific laws or regulator names and suits any food business — restaurant, catering, food manufacturing, retail, or food service. Adapt temperature limits, legal references, and record-retention periods to your local regulations. Provided by GIFSQ · v1.0 · September 2026