



**KOSHER STANDARD OPERATING PROCEDURE FOR
SEBASTIAN JOE'S ICE CREAM**

Color Coding/Labeling:

KOSHER flavors will be in white tubs with red or white lids, while NON-KOSHER flavors will be in clear tubs with blue lids. Additionally, the Commissary will have stickers on hand from MSP KOSHER indicating that a given product is Kosher Dairy or Kosher Pareve made on Dairy Equipment. It will be the line employee's obligation to label each flavor correctly in concert with the production status. In addition, "non-kosher recipe" cards will be highlighted and clearly indicated as such.

Dishwasher:

At the commissary, a dry run should be run, and the sitting water emptied before the first run and last run of the day (and/or before and after non-kosher runs if kosher is to follow). This is true for the cleaning of the scoops at the Franklin Ave store as well. All kosher scoops will need to be run and cleaned alone. At the Linden Hills store, all scoops will be hand washed, separately, in the sink. NON-KOSHER scoops will need a separate sponge. At the commissary, Brown racks are for NON-KOSHER days, Green racks are for KOSHER days.

Kosher and Non-Kosher Days:

There will be separate days for Kosher and Non-Kosher. All non-kosher flavors will be made on one day, as opposed to Kosher flavors on other days. A Flag/Light/Indicator will alert the employees to the status of the production line, kosher vs. non-kosher.

Microwave:

There are two microwaves, and one of them is dedicated for kosher foodstuffs only. Any time anything is placed in the microwave for use in ice cream, the microwave should be cleaned out beforehand and then a clean glass full of water should be placed in the microwave for 3-5 minutes (until it boils and bubbles over).

Shelving:


Any ingredients/packaging that is without a kosher symbol will be placed on designated NON-KOSHER shelves (both in the storage space and the cooler). This includes, but is not limited to the following: Squid Ink, Ginger Extract, Teddy Grahams, Tubs of Streusel, Turtle Bars, etc. Bacon can only be stored in a separate tub, regardless of location, designated NOT KOSHER.

Staff dining:

A separate table will be set up for employee fare, and those items should be stored in the non-kosher section of one of the coolers.

Utensils:

Separate NON-KOSHER utensils will be used to produce the non-kosher flavors. These will be kept separate and on the NON-KOSHER shelf, brought out only on the non-kosher days. There will also be separate KOSHER and NON-KOSHER CuisinArts, especially for processing the Bacon flavor among others.



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