WORKSHEET 2.2

Prerequisite Programmes

Subchapter 2.2 · case in the book: Marseille

Who in your hotel cleans the inside of the ice machine in the bar, and does the person who wrote your cleaning programme know their name?

This worksheet turns the tools of the subchapter into a form you can fill in. The texts come from the book; the empty columns are for your own property. Adapt it before use: an unadapted checklist is exactly what the book warns against.

Practical application: what to do in your property

Step (from the book)	Done?	What we found / owner
Week 1: Clean and resample ice machine; replace glasswasher dispenser		
Week 2–3: Map every point of food and drink; list conditions and owners		
Week 3–6: Write eleven department programmes; approve through the team		
Week 4: Name a single owner for each piece of shared equipment		
Month 2: Verification rhythm: self-checks, walks, swabs, samples, strips		
Every quarter: Ice and water results and pest trends to management review		

These steps are the book's method, not requirements of ISO 22000. Evidence can take whatever form suits the property; a separate document is needed only where an applicable requirement, or the property's own system, makes it necessary.

Verification Pact: what is believed, tested against the standard

What is commonly believed	What actually holds	Our position
"PRPs must follow ISO 22002 word for word."	No. The applicable part of the ISO 22002 series must be considered. The programmes must be appropriate to the organisation.	
"PRPs must be written as a comprehensive manual."	No. Documented information must specify selection, establishment, monitoring and verification. The form is not prescribed.	
"PRPs concern the kitchen."	No. They must be implemented across the entire production system.	
"The chef approves the PRPs."	No. They must be approved by the food safety team.	
"Once written, PRPs need no verification."	No. Verification must be specified, and PRPs are among the things verified under clause 8.8.	

What is commonly believed	What actually holds	Our position
“The more PRPs, the safer.”	No. They must be appropriate to the size and type of the operation. Excess length can make them unusable.	

Common mistakes: a self-check

Mistake (from the book)	Present here?	Action / owner
Writing a comprehensive manual instead of owned programmes		
Stopping at the kitchen door		
Treating ice as a utility		
Leaving shared equipment without an owner		
Specifying monitoring but not verification		
Keeping programmes where users cannot see them		

Operative synthesis

- **The last check is the one to make in person, and the bar is the best place to make it. Ask the bartender on duty when the ice machine was last cleaned inside, and where the instructions are. The answer tells an owner more about the prerequisite programmes than the length of any manual.**
- **The same test can be repeated anywhere in the hotel. Ask the housekeeping supervisor how minibar products are checked for dates, the night porter what he does if the room-service fridge alarm sounds, the steward how he knows the dishwasher rinse is hot enough. Each answer either names a programme and a person, or reveals a gap that no manual, however complete, has filled.**
- **Does every department that handles food or drink have its own programme? (Team leader): List of programmes by department**
- **Is ice treated as food, with cleaning, water and verification specified? (Bar manager and chief engineer): Ice programme; sample results**
- **Does every piece of shared equipment have one owner? (General manager): Equipment ownership list**
- **Are programmes verified by someone other than the department that performs them? (Team leader): Verification schedule and results**
- **Can the person doing the work find the programme where they work? (Owner, on a visit to the bar): The page on the wall**

Action plan for our property

Action	Owner	Due	How we will know it worked

Action	Owner	Due	How we will know it worked

Source: Francesco Dore, The Helm and the Lens, Volume 6a «The Helm», subchapter 2.2. Edizioni Effedore, 2026. Clause references are paraphrased; this sheet does not reproduce the text of ISO 22000. It is not legal advice: food law is that of the place where the property operates.