## **IMPORTANT PHC Kitchen Guidelines**

- The kitchen, all equipment, utensils and the sinks are PAREV.
- The PHC is a nut-free zone: no nuts are allowed to be used on these premises.

## **KAWA Supervision**

- · Please contact the office to book times to use the PHC kitchen.
- KAWA supervision must be organised prior to arrival or usage of the kitchen.
- All ingredients must be checked by the KAWA supervisor on arrival.
- Foods to be produced must be approved by the KAWA supervisor.
- If milk or meat products are to be used or produced, this must be discussed when booking and approved by the KAWA supervisor.
- Arrangements must be made with the KAWA supervisor with regard to the usage of utensils, sinks etc and when/how these will be made parev again. This should be communicated to the office so that other people or function preparation is not compromised.
- Any costs incurred with regard to KAWA supervision are to be paid in advance by the person / organisation that booked the kitchen.
- Lenny Zeilinger is the KAWA supervisor who should be contacted for all of the above. His number is 0410 548 859 or lz@kawa.com.au

## **Terms of Use**

- All required ingredients, cutlery, crockery etc are to be provided by the person / organisation using the kitchen.
- All equipment and utensils used should be washed, dried and replaced where they were found after usage. Please do not leave equipment and utensils in the drying rack or on the benches.
- All surfaces and equipment / machinery should be wiped and left clean.
- All bins are to be emptied, and the bags tied off and placed in the large general rubbish bin in the carpark. Please do not leave rubbish in the kitchen bins or in the bins at the entrance to the shule.
- If a piece of equipment was missing or broken when you arrived —or if something broke during usage—please inform the office immediately.
- Please put dirty dish towels and washing cloths in the linen basket provided.

Please note: All ingredients, foods and drinks in the cupboards, on the shelves or in the fridge or freezer belong to the PHC and may not be used, eaten or removed under any circumstances.