

DAILY FOOD SAFETY CHECKLIST

ITEMS TO CHECK	Compliance (Y/N) Correction Notes		
Employees Health: <i>(no vomiting, diarrhea, fever, sore throat, nausea)</i>			
Hand Washing: <i>(observed frequently and when required, also between changing food handling gloves)</i>			
Hand Washing Sinks: <i>(clean, stocked with soap, paper towels and easily accessible)</i>			
No Bare-Hands with Ready-To-Eat Food: <i>(food handling gloves or proper utensils)</i>			
Food Handling Gloves: <i>(changed frequently and when required)</i>			
Eating and Smoking: <i>(not allowed in food handling, food storage or ware-washing areas)</i>			
Employee Drinks: <i>(lid and straw required, store away from food handling/storage and ware-washing areas)</i>			
Refrigerators: <i>(ambient air thermometer, potentially hazardous food held at 41°F or below)</i>			
Freezers: <i>(food frozen solid)</i>			
Food Storage: <i>(raw animal food stored below and away from cooked or ready to eat food)</i>			
Dispensing Utensils: <i>(ice and food scoops stored with handle out of product or on clean plate)</i>			
Cross-Contamination: <i>(no contact between raw animal food or soiled equipment with cooked or ready to eat food)</i>			
Food Contact Surfaces: <i>(in good condition, cleaned and sanitized after each use OR AT LEAST ONCE EVERY 4 HOURS when used with TCS food—knives, spatulas, meat slicers, cutting boards, can openers, prep tables, mixers)</i>			
Non-Food Contact Surfaces: <i>(clean and good condition, floors and equipment without buildup)</i>			
Fruits and Vegetables: <i>(washed thoroughly in a sanitized sink)</i>			
Thawing: <i>(in refrigerator, under cold running water, part of cooking or microwave)</i>			
Date-Marking: <i>ready-to-eat, potentially hazardous/TCS (time/temperature control for safety) food that is held for more than 24 hours requires date-marking not to exceed a maximum of 6 days after prep date (e.g., soups, dressings with dairy, pre-cooked animal food, potato salad, pasta salad, tuna salads, etc.). Discard expired food.</i>			
Cooling Food: <i>(135°F to 70°F in 2 hours and 70°F to 41°F in additional 4 hours)</i>			
Food Holding Temperatures: <i>(cold foods 41°F or below/ Hot foods 135°F or above)</i>			
Internal Temperatures Checked Frequently and Documented			
COLD HELD FOOD	TEMP °F	HOT HELD FOOD	TEMP °F
Three-Compartment Sink: <i>(pre-scrape, wash, rinse, sanitize, air-dry and water changed frequently)</i>			
Sanitizer Concentration: <i>(chlorine 50-100 ppm, quaternary ammonia ~200 ppm, proper test kit required)</i>			
Wiping Cloths: <i>(stored in sanitizer buckets at proper concentration and labeled)</i>			
Spray Bottles Chemical / Cleaning: <i>(labeled and stored away from food and food related items)</i>			

Notes about corrective actions or other item that needs attention:

Signature: _____

Date: _____