

FOOD SERVICE AND SANITATION REVIEW

Directions: Use this checklist once a MONTH to determine areas in your operations requiring corrective action.

Facility: _____

REGULATION	YES	NO	COMMENTS
Dry Storage			
1. Food items not stored in their original container are identified.	<input type="checkbox"/>	<input type="checkbox"/>	
2. Food items are covered, labeled, and dated.	<input type="checkbox"/>	<input type="checkbox"/>	
3. Food items and nonfood items (i.e., chemicals) are stored separately.	<input type="checkbox"/>	<input type="checkbox"/>	
4. Food items are stored at least 6" off the floor and 18" from the ceiling.	<input type="checkbox"/>	<input type="checkbox"/>	
Refrigerator and Freezer			
5. Foods in the refrigerator/freezer are covered, dated, and shelved.	<input type="checkbox"/>	<input type="checkbox"/>	
6. Foods are correctly stored in the refrigerators (e.g., meat on bottom).	<input type="checkbox"/>	<input type="checkbox"/>	
7. Food items are not stored on refrigerator/freezer floors.	<input type="checkbox"/>	<input type="checkbox"/>	
8. The refrigerators/freezers are at the correct temperature.	<input type="checkbox"/>	<input type="checkbox"/>	
9. The refrigerators/freezers are clean inside and out.	<input type="checkbox"/>	<input type="checkbox"/>	
Dishwashing and Ice Maker			
10. The dishwashing temperatures are appropriate.	<input type="checkbox"/>	<input type="checkbox"/>	
11. The manual dishwashing water temperatures are appropriate.	<input type="checkbox"/>	<input type="checkbox"/>	
12. Chemical sanitizing solution is appropriate.	<input type="checkbox"/>	<input type="checkbox"/>	
13. Dishes, food preparation equipment, and utensils are air dried.	<input type="checkbox"/>	<input type="checkbox"/>	
14. Dishes are stored free of stains or dirt.	<input type="checkbox"/>	<input type="checkbox"/>	
15. The ice scoop is stored outside of icemaker.	<input type="checkbox"/>	<input type="checkbox"/>	
16. The icemaker is clean inside and out and in good repair.	<input type="checkbox"/>	<input type="checkbox"/>	
Food Handling, Preparation, and Holding			
17. Staff properly wash hands to prevent cross-contamination.	<input type="checkbox"/>	<input type="checkbox"/>	
18. Staff utilize hygienic practices (e.g., not touching face) with food.	<input type="checkbox"/>	<input type="checkbox"/>	
19. Beef, chicken, pork, etc., has not been left to thaw at room temperature.	<input type="checkbox"/>	<input type="checkbox"/>	
20. Food contact surfaces are cleaned and sanitized between tasks.	<input type="checkbox"/>	<input type="checkbox"/>	
21. RTE foods are handled with gloves or a different barrier.	<input type="checkbox"/>	<input type="checkbox"/>	
22. Food reaches the proper final internal cooking temperature.	<input type="checkbox"/>	<input type="checkbox"/>	
23. Hot and cold foods are held at the appropriate temperature.	<input type="checkbox"/>	<input type="checkbox"/>	
24. Food is properly cooled (e.g., use of shallow containers).	<input type="checkbox"/>	<input type="checkbox"/>	
Cleanliness and Equipment			
25. Equipment (e.g., food grinders) are cleaned and sanitized after use.	<input type="checkbox"/>	<input type="checkbox"/>	
26. Food contact surfaces are free of breaks, cracks, or chips.	<input type="checkbox"/>	<input type="checkbox"/>	
27. Food trays, dinnerware, and utensils are clean and in good repair.	<input type="checkbox"/>	<input type="checkbox"/>	
28. Floors and ceilings are clean and in good repair.	<input type="checkbox"/>	<input type="checkbox"/>	
29. All kitchen appliances and dietary carts are clean and in good repair.	<input type="checkbox"/>	<input type="checkbox"/>	
30. Air intake, exhaust vents, and fans are free of dust and dirt.	<input type="checkbox"/>	<input type="checkbox"/>	
31. There exists no evidence of pests.	<input type="checkbox"/>	<input type="checkbox"/>	

Signature: _____ Completed on: _____ at: _____
(date) (time)

Quick Reference Guide

Cold storage temperature

Fridge temperature: $\geq 41^{\circ}\text{F}$

Freezer temperature: $\geq 0^{\circ}\text{F}$ or at the temperature that food stays frozen

Refrigerator storage

Store foods based on their cooking temperature with foods that require the lowest cooking temperature on the top shelf and foods that require the highest cooking temperature on the bottom shelf.

Listed in descending order:

Ready-to-eat foods (top shelf): cakes, vegetables, fruits, etc.

135°F – any food that will be hot held that is not in other categories.

145°F – whole seafood, beef, pork, veal, lamb, roasts, and eggs that will be served immediately.

155°F – ground, injected, marinated, or tenderized meats, and eggs that will be hot held.

165°F – all poultry and stuffing made with foods that require temperature control, and casseroles.

Holding temperatures

Hot foods are held at 135°F or higher on the steam table

Cold foods are held at 41°F or lower

Cool down time

Potentially hazardous foods must be cooled from 135°F to 70°F within two hours, and from 70°F to 41°F within four hours. The total time from 135°F to 41°F should not exceed six hours

PROPER INTERNAL COOKING TEMPERATURES	
Beef, pork, veal and lamb	145 °F and allow to rest for 3 minutes
Ground meats	160 °F
Poultry	165°F
Ham, fresh or smoked (uncooked)	145 °F and allow to rest for 3 minutes
Eggs	160 °F
Fish and shellfish	145 °F
Leftovers and casseroles	165 °F

MANUAL WASH	
Wash water must be maintained at 110°F for both water and chemical solution sanitizer	
If hot water is used to sanitize	
Water	171°F for 30 seconds
If chemical solution is used to sanitize	
Chlorine	50-100 ppm minimum, 10 seconds contact time
Iodine	12.5 ppm minimum, 30 seconds contact time
Quaternary	150-200 ppm, contact time per manufacturer's instructions

DISH MACHINE	
Dish machine that uses hot water to sanitize	
Stationary rack, single temperature	165°F
Stationary rack, dual temperature	150°F
Single tank, conveyor, dual temperature	160°F
Multi-tank, conveyor, multi-temperature	150°F
Dish machine that uses chemicals to sanitize	
Spray-type dish machine	120°F