

FOOD ESTABLISHMENT INSPECTION CHECKLIST

FOOD

- ___ *01 *Source, good condition, no spoilage*
- ___ 02 Original container, properly labelled

FOOD PROTECTION

- ___ *03 *Potentially hazardous food meets temperature requirements during storage, preparation, display, service, transportation*
- ___ *04 *Facilities to maintain product temperature*
- ___ 05 Thermometers provided and conspicuous
- ___ *06 *Potentially hazardous food properly thawed*
- ___ *07 *Unwrapped and potentially hazardous food not re-served*
- ___ *08 *Food protection during storage, preparation, display, service, transportation*
- ___ 09 Handling of food minimized
- ___ 10 In use, food dispensing utensils properly stored

FOOD EQUIPMENT & UTENSILS

- ___ 11 Food contact surfaces: designed, constructed, maintained, installed, located
- ___ 12 Non-food contact surfaces: designed, constructed, maintained, installed, located
- ___ 13 Dishwashing facilities: designed, constructed, maintained, installed, located, operated
- ___ 14 Accurate thermometers, chemical test kits provided
- ___ 15 Preflushed, scraped, soaked
- ___ 16 Wash & rinse water: clean, proper temperature
- ___ *17 *Sanitization rinse: clean, temperature, concentration, exposure time, equipment, utensils required*
- ___ 18 Wiping cloths, clean, proper temperature
- ___ 19 Food contact surfaces of equipment and utensils clean
- ___ 20 Non-food contact surfaces of equipment and utensils clean
- ___ 21 Storage, handling of clean equipment/utensils
- ___ 22 Single service articles storage, dispensing
- ___ 23 No re-use of single service articles

PERSONNEL

- ___ *24 *Personnel with infections restricted*
- ___ *25 *Hands washed & cleaned, good hygienic practices*
- ___ 26 Clean clothes, hair control

WATER

- ___ *27 *Safe adequate source, hot & cold, adequate pressure*

SEWAGE

- ___ *28 *Safe & appropriate sewage and waste water disposal*

PLUMBING

- ___ 29 Installed, maintained
- ___ *30 *Cross-connection, back siphonage, backflow*

TOILET & HANDWASHING FACILITIES

- ___ *31 *Number, location, accessible, designed, installed, approved soap and towels/dryers provided*
- ___ 32 Toilet rooms enclosed, self-closing doors, fixtures, good repair, proper waste receptacles, clean

GARBAGE & REFUSE DISPOSAL

- ___ 33 Containers or receptacles: covered, adequate number, insect/rodent proof, frequency, clean
- ___ 34 Outside storage area enclosures properly constructed, clean

INSECTS, RODENTS, & ANIMAL CONTROL

- ___ *35 *Free of vermin, birds, turtles, and other animals, outer openings protected*

FLOORS, WALLS, CEILINGS, & EQUIPMENT

- ___ 36 Floors: constructed, drained, good repair, surface, covering installation, clean
- ___ 37 Walls, ceilings, equipment: constructed, good repair, surface, clean

LIGHTING

- ___ 38 Lighting provided as required, fixtures shielded

HEATING & VENTILATION

- ___ 39 Rooms and equipment: heated and vented as required

DRESSINGS ROOMS

- ___ 40 Rooms, area, lockers provided, located, used

OTHER

- ___ *41 *Toxic items properly stored, labelled, used, no poisonous plants*
- ___ 42 Premises free of litter & unnecessary articles, cleaning equipment & personal items properly stored
- ___ 43 No smoking area provided
- ___ 44 Permit restrictions, display
- ___ 45 Food areas completely separate from living/sleeping quarters, laundry
- ___ 46 Proper laundering, clean and soiled linen properly stored
- ___ 47 Staff attended training course

** CRITICAL ITEMS REQUIRING IMMEDIATE ATTENTION*

FOOD ESTABLISHMENT INSPECTION GUIDE

FOOD

- *01 *Food must be from an approved source and in good condition, free from spoilage, and within best before date. All meats must be Government approved.*
- 02 Food must be in proper containers & properly labelled.

FOOD PROTECTION

- *03 *Potentially hazardous foods (meats, eggs, fish, poultry, dairy products) must be stored, handled and displayed, etc. properly: cold below 4°C, hot above 60°C.*
- *04 *Equipment must be capable of maintaining products at proper temperatures as indicated in #03.*
- 05 Equipment must have accurate thermometers that are easily read.
- *06 *Thawing of hazardous food must be done according to good health practices. Defrost in a refrigerator, in cold water, but never at room temperature.*
- *07 *Unwrapped hazardous food must not be re-served.*
- *08 *Food protection during storage, preparation, display, service, and transportation must be such that no contamination or cross-contamination can occur. Use separate cutting boards for raw and ready-to-eat foods.*
- 09 Handling of unwrapped prepared food and ice should be minimal. Dispensing utensils should be used, where possible, in handling food and ice.
- 10 In use utensils must be properly stored to prevent contamination.

FOOD EQUIPMENT & UTENSILS

- 11 All food equipment must be well designed, properly constructed, maintained in good repair and kept clean.
- 12 Non-food contact surfaces must be constructed, and maintained as to be easily cleaned.
- 13 Dishwashing facilities must be properly installed and maintained.
- 14 Mechanical dishwashers must have accurate thermometers for each cycle. Test kits must be available for manual & mechanical dishwashing.
- 15 Pre-flushing, scraping and soaking of dishes and utensils is very important to good washing.
- 16 Proper water temperature for wash and rinse must be maintained at all times.
- *17 *Proper washing, rinsing and sanitizing must be carried out. Mechanical washing: Wash temperature 45°C; Rinse temperature 82°C. Manual washing: three compartment sink - wash, rinse, sanitize.*
- 18 Wiping cloths should be rinsed in disinfecting solution and used for specific purposes only (eg. table wiping cloth should not be used for floor wiping, etc.)
- 19 Food contact surfaces of equipment and utensils must be kept clean at all times and in good repair.
- 20 Non-food contact surfaces of equipment and utensils must be kept clean at all times and in good repair.
- 21 Proper storage and handling of clean equipment and utensils must be practiced.
- 22 Single-service articles must be properly stored and dispensed in an approved manner.
- 23 Single-service articles cannot be reused.

PERSONNEL

- *24 *Foodhandling staff with symptomatic infections should not work.*
- *25 *Good personal hygiene must be practiced at all times. Proper handwashing is vital.*
- 26 Hair control and clean clothes are very important.

WATER, SEWAGE, & PLUMBING

- *27 *Water to all fixtures must be safe for human consumption and provided with hot and cold water under pressure.*
- *28 *Proper disposal of sewage and waste water must be practiced. Approved plumbing requirements, etc.*
- 29 Approved plumbing must be installed and properly maintained to prevent food contamination.
- *30 *Cross-connections, back siphonage, and backflow are serious hazards and must be prevented.*

TOILET & HANDWASHING FACILITIES

- *31 *Proper and approved plumbing facilities must be installed for staff and public. Hand basins are required in all preparation areas.*
- 32 Washrooms must be kept clean and in good repair at all times. Approved hand-drying, soap and waste receptacles shall be provided.

GARBAGE & REFUSE DISPOSAL

- 33 Approved garbage facilities must be provided and kept covered and clean.
- 34 Outside garbage storage must be of approved design, properly closed and kept clean.

INSECT, RODENT, ANIMAL CONTROL

- *35 *The presence of insects, rodents, birds, turtles, and other animals is not permitted.*

FLOORS, WALLS & CEILINGS

- 36 Floors must be constructed of a clean and washable material and must be kept clean and in good repair. Dustless cleaning methods must be practiced.
- 37 Walls, ceilings, and equipment must be constructed with approved material and must be kept clean and in good repair.

LIGHTING

- 38 Approved lighting must be provided in all areas. Fixtures must be shielded.

HEATING & VENTILATION

- 39 Approved heating and ventilation must be installed in all areas.

DRESSING ROOMS

- 40 Staff lockers and change-rooms must be properly located and kept clean.

OTHER

- *41 *Toxic items (including cleaning compounds) must be properly labelled and stored away from food items. Poisonous plants are not allowed.*
- 42 Premises must be free from litter, refuse, and unnecessary articles. Cleaning and maintenance equipment must be properly stored.
- 43 Smoking is not permitted in kitchen or food areas.
- 44 Food Permit must be displayed. Operation must follow restrictions on Permit.
- 45 Food areas must be completely separate from living/sleeping quarters and laundry.
- 46 Linen must be properly laundered and stored separately from soiled linen.
- 47 Foodhandler Training Courses are required in food establishments with 5 or more food handlers and are recommended for all food handlers.