

KITCHEN COMPLIANCE CHECK – FOOD SAFETY



Unit:

Date:

Name of Person

Completing Check:

CHECKS	YES	NO	N/A
1. Suitable and sufficient hand washing facilities, hot water, fully stocked with hand soap and paper towel?			
<i>Guidance: Sufficient hand wash basins that are accessible, sign in place stating "Hand Wash Only". Check staff are following the 6 steps to effective hand washing.</i>			
2. Where possible dedicated areas for raw and ready-to-eat foods (RTE)? <i>Labelled with clear signage.</i>			
<i>Guidance: Where this is not possible management systems to be in place to ensure that there is a process of sanitisation between raw and RTE preparation. Clear signage should be displayed to state this.</i>			
3. Raw foods stored separately or below high risk RTE foods in fridges and freezers?			
<i>Guidance: All raw food must be stored separately or below high risk / RTE foods in fridges and freezers.</i>			
4. Separate labelled probe thermometers for raw foods and RTE foods?			
<i>Guidance: A separate probe should be provided for RTE foods such as cooked core temp checks or items on the servery, another probe should be used for temp checks on deliveries and fridges. Probes must be clearly labelled with what purpose they are used for.</i>			
5. Separate and labelled complex equipment i.e. Slicers, mixers and vacuum packers for raw and RTE foods?			
<i>Guidance: Complex equipment must not be used for preparation of raw and RTE foods, equipment must be clearly labelled with what purpose it is used for and kept in its designated section.</i>			
6. Designated chopping boards, cling film, gloves, disposable aprons and vacuum packer bags for raw and RTE food preparation?			
<i>Guidance: RTE food equipment should be protected against cross contamination, items should be stored on separate racks and it should be clearly identified what they are used for.</i>			
7. Opening and closing checklist completed at the beginning and each of each shift. All actions are documented and are completed?			
<i>Guidance: Opening checklist to be completed at the beginning of each shift and any no responses have documented actions recorded. Closing checklist is completed at the end of the shift with any handover notes recorded.</i>			
8. All team members aware of sanitisation contact times for the chemicals in use? (Ecolab – 1min)			
<i>Guidance: There are two chemicals that can be used Oasis Pro 20 and Aseptopol EL75, these should be in the correct spray bottles and be designated for their purpose.</i>			
9. HACCP Document fully completed and reviewed annually?			
<i>Guidance: This should be displayed within the kitchen; the second page should be completed with the unit information and reviewed annually. All relevant process steps to be completed and unit specific requirements are to be detailed.</i>			
10. Fridge/ Freezer, Food Production, Food Service Temperature Records completed and all temperatures correct.			
<i>Guidance: Cooking temperatures to achieve 75C° (exception whole cuts of beef or lamb cooked medium rare), Cooling and reheating details to be recorded on the Production Record in the relevant column. Foods in hot cupboards to be held at 63C° and cold food items are to be served at 8C° or below, this information should be recorded on the Service Record.</i>			
Actions Required:	By Who	By When	Complete