

# DAILY SELF-INSPECTION SHEET

Establishment: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Person In Charge: \_\_\_\_\_

**\* COLD HOLDING (Requires 41°F)**

Item:	Location:	Temperature:	Corrective Action Taken

**\* COOKING (Pork/Seafood - 145°F, Ground Beef - 155°F, Poultry & Stuffed Foods - 165°F)**

Item:	Location:	Temperature:	Corrective Action Taken

**\* HOT HOLDING (Requires 135°F)**

Item:	Location:	Temperature:	Corrective Action Taken

**\* COOL DOWN (From 135°F to 70°F within 2 hours and from 70°F to 41°F within another 4 hours)**

Item:	Location:	2 hr. temp.	Add. 4 hr. temp.	Corrective Action Taken

**\* REHEATING (Heat to 165°F within 2 hours)**

Item:	Location:	Temperature:	Corrective Action Taken

\* Items may contribute to foodborne illness

In – means “In compliance or acceptable”; Out – means “Out of compliance or unacceptable”

**PERSONAL HYGIENE**

In	Out	Corrective Action Taken
		* No employees present with fever, jaundice, vomiting, diarrhea
		* Frequent hand washing observed (20 seconds)
		* No open cuts or wounds/bandages (gloves used)
		* No eating, drinking or tobacco use in prep areas
		Hair restraints, fingernails/clothes clean
		Gloves, utensils used to reduce bare hand contact with food

**HAND SINKS**

In	Out	Corrective Action Taken
		* Accessible/not blocked, hot and cold water
		Clean, No food Waste
		* Soap and paper towels

**REFRIGERATED STORAGE**

In	Out	Corrective Action Taken
		* Refrigeration equipment maintaining 41°F or below
		* Cooked/prepared foods stored above raw/unprepared foods
		All refrigerated products properly labeled with time/date
		Accurate probe thermometer available
		Accurate refrigeration thermometer provided/visible

**DISHWASHING**

In	Out	Corrective Action Taken
		Machine clean-no food waste or lime/ calcium build-up
		Machine properly dispensing soap
		* Proper sanitizing: _____ ppm or _____ °F
		3-vat sink clean-not greasy: wash, rinse, sanitize
		Dishes/utensils/glasses – clean & air dried
		Test strips available (Chlorine, Quaternary Ammonia, Iodine)

**GENERAL**

In	Out	Corrective Action Taken
		Doors & windows properly closed, vermin resistant
		No vermin (Roaches, mice, flies, etc.)
		Valid Food Handler Permits/Manager Certification
		Kitchen equipment – clean, no grease or food waste build-up
		Pop heads/Tea spigots - clean
		Cutting boards, pots, pans - clean and in good repair
		Ice scoops properly stored (handle out of ice or on clean surface)
		Refrigerated foods covered, labeled, and dated
		* Food Source – sound condition
		Wipe cloths properly stored in clean sanitizing solution
		Chemicals and spray bottles properly stored and labeled.
		Consumer advisory in place if serving raw/undercooked meats
		Single service articles properly stored, dispensed
		All lights working and properly shielded
		Floors/floor drains cleaned and maintained (walls & ceilings)
		Consumers directed to use clean plates for refills from buffet
		Dumpster doors/lids properly closed, no trash on ground

\* Items may contribute to foodborne illness