



Self-Inspection Checklist for Restaurants

Food Temperature Control

- Temperature log records are kept for [cooking](#), [holding](#), and [receiving](#) food.
- Food is cooked to the proper temperature according to the following guidelines:
 - 165°F: Poultry, stuffing with meat, stuffed meat and pastas, food being reheated for hot-holding
 - 155°F: Ground meat, seafood, ostrich meat, marinated meat, eggs to be hot held
 - 145°F: Whole seafood, beef, pork, veal, lamb, roasts, eggs to be served soon
 - 135°F: Ready-to-eat hot held foods, including fruits, vegetables, grains, legumes
- All food is stored outside the temperature danger zone (cold food is less than 41°F, hot food is greater than 135°F).
- Food is cooled from 135°F to 70°F in 2 hours or less, and all the way to refrigeration temperature, 41°F, in six hours or less.
- Food being reheated for hot holding reaches 165°F in 2 hours or less.
- Thermometers are calibrated on a regular basis to accuracy within 2°F.
- Records are kept for [refrigerator and freezer](#) temperatures.
- Refrigerators keep food at 41°F or less and freezers are set to 0°F or less.
- Food is properly thawed in a refrigerator, with cold running water, or in the microwave. It's not refrozen unless it's been thoroughly cooked.
- Customers are alerted before being served when meat or fish is raw or undercooked.

Food Preparation

- Employees are aware of potential food hazards and how to prevent contamination.
- Fruits and vegetables are washed before being served.
- Naturally occurring physical hazards (bones, seeds, etc.) are removed before food is served.
- Proper utensils or gloves are used in food preparation to avoid bare hand contact.
- There is a protocol in place when accidents happen to prevent contamination.
- Potentially contaminated food is thrown out and preparation restarted.
- Unpackaged food removed from the dining area is thrown out.
- Food is purchased from approved sources.
- Food is free of signs of spoilage or contamination.

Food Storage

- Food is stored in cool, dry places in proper, non-toxic containers and properly labeled.
- Food packaging is free of dents, tears, rust, or other signs of physical wear.

- Perishable food is stored according to cooking temperature, with lowest cooking temperatures on higher shelves and highest cooking temperatures on lower shelves.
- Use-by dates are clearly marked according to the date of the ingredient that will expire first.
- Principles of First In, First Out (FIFO) are followed when selecting ingredients.

Employee Hygiene

- Employees scrub their hands for at least 20 seconds with soap and water after using the bathroom, changing tasks, changing gloves, and touching contaminated surfaces.
- [Hand washing signs](#) are posted in the restroom and at sanitation stations for employees.
- Employees wear disposable gloves and change them frequently.
- Employees use hair and beard coverings.
- Employees follow other important hygiene practices, wear clean uniforms, shower regularly and have clean fingernails, keep jewelry and cuts and scrapes covered, etc.
- Employees don't use tobacco products anywhere in the establishment.
- Employee break and eating areas are located separately from food preparation areas.
- Employees are asked to stay home from work or assigned duties away from food when exhibiting symptoms of or testing positive for communicable diseases.

Facility Setup

- The facility contains separate hand sinks, mop sinks, and three-compartment dishwashing sink(s).
- Hot water is available at 100°F and 110°F at hand sinks and three-compartment sinks, respectively.
- The building material around the splash area of sinks is waterproof.
- Faucets are at an adequate height above the sink to prevent backflow.
- In each sink, the water drains properly and the plumbing is in good working order. The sinks are also free of leaks.
- Sanitizer lines are equipped with an anti-backflow mechanism.
- Adequate lighting is available for food preparation and service.
- Light fixtures are covered in case of shattering.
- The facility contains adequate bathrooms in working order to support maximum occupancy, and they are used solely as a bathroom (no storage).
- Bathroom stalls have self-closing, lockable doors in proper working order.
- Bathrooms are well stocked with toilet paper, soap, and disposable hand towels or air dryers.
- There is adequate ventilation throughout the facility.
- Carbon monoxide and smoke detectors are properly installed throughout the establishment.
- Industrial equipment has adequate space underneath to allow for cleaning or is sealed to the ground.
- There are no living quarters in the food establishment.

Cleaning/Sanitation

- All surfaces are smooth, easily cleanable, and frequently washed.
- All equipment is kept clean and in proper working order and meets ANSI standards.
- Eating utensils are properly washed after each use using a three-compartment sink or commercial dishwashing machine.
- Chemicals and cleaning supplies are kept away from food surfaces when in use.
- Cleaners are completely washed away from food surfaces after cleaning.
- Chemicals are properly labeled and stored in a separate area from food storage.
- Sanitizers are tested using approved chemical test strips.

Pest Control

- Any holes to allow for piping or other equipment and any cracks are sealed to prevent pests from getting in.
- Dumpsters are on a level surface with good drainage at an adequate distance from the establishment. They are frequently cleaned, kept tidy, and covered.
- Trash is disposed of regularly, there is no overflow of trash, and trash receptacles are covered.
- There are no signs of cockroach or rat droppings or urine, egg casings, or fly infestation.
- The shelving for food is at least 6 inches off the ground and, where possible, away from walls.
- There are no live animals in the establishment besides service animals and tanked fish in the dining area.
- Doors are self-closing and are kept closed to avoid allowing pests in the facility.
- Approved pesticides are used properly to avoid food contamination or creating a hazard.

Legal

- All employees have documented food safety certifications as required by the local health department.
- Proper signage is posted (no smoking act, first aid, restaurant permit, health department rating, nutrition info, food allergen info, etc.)
- The establishment has created and properly displays a [HACCP plan](#).
- All suspected outbreaks of foodborne illness have been reported to the health department.