

Food Safety Checklist for Grocers, Bakers Shops, Small Supermarkets and Garages selling open or chilled food

Record all problems on the safe food diary

Safe Bake-Off Cooking

Are high risk foods cooked to at least 75°C?

Safe Bake-Off Hot Display

Is hot food kept above 63°C?

Is the food and equipment being preheated?

Is food put in equipment straight after cooking/reheating?

Is food held hot only once?

Safe Bake-Off Cooling

Is food being cooled as quickly as possible before being placed in the fridge?

Safe Chilled Food

Is all food being put into fridge straight away after delivery and preparation?

Is the temperature of cooked/ready to eat food below 8°C: on delivery? in fridges? on display?

Is food below the temperature on the label?

Safe Frozen Food

Is frozen food at or below -18°C

Safe Stock Control

Has all high-risk food got a use-by date?

Is all cooked/ready to eat food within its use-by date?

Is all food on display within its use-by or best-before date?

Safe Personal Hygiene

Are hands being washed properly and often enough?

Are clean overclothing and hats being worn?

Is there hot water, soap, paper towels and a pedal bin at every wash hand basin?

Are delivery drivers and visitors complying with standards?

Is open food being handled as little as possible?

Safe Cleaning and maintenance

Do all surfaces look clean?

Are food contact surfaces sanitised daily?

Are surfaces in good condition?

Are cleaning chemicals stored and used properly?

Is cleaning equipment clean and in good condition?

Is all lighting and ventilation working and being used properly?

Are bins and surrounding areas kept clean?

Are cleaning schedule and methods being complied with?

Safe Pest Control

Are there any signs of mice, flies or other pests?

Safe Cross contamination

Is food covered?

Are separate chopping boards, knives and other

equipment used for raw and cooked foods?

Is the probe thermometer being disinfected?

Are surfaces used for cooked/ready to eat foods sanitised before use?

Are cleaning cloths used only once before being sterilised?

Are cooked/ready to eat foods stored above raw foods or in separate fridges?

Other contamination

Is all open food covered properly in fridges and dry store?

Is all food checked for intact packaging and use-by dates on delivery and storage?

Are any pets or pet equipment in food rooms?

Thermometers

Are probe thermometers being used?

Have probe thermometers been calibrated?