

Food Safety Checklist for Grocers/Small Supermarkets

Record all problems on the separate form or in a diary

Bake-off cooking

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

Bake-off display

Is hot food kept above 63°C?

Is the food and equipment being preheated?

Is food put in equipment straight after cooking/reheating?

Bake off cooling

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

Keeping food cold

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?

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

Cross contamination

Are separate chopping boards, knives and other equipment used for raw and cooked foods?

Is the probe thermometer being disinfected each time it is used?

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?

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 bin at every wash hand basin?

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?

Pest Control

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

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?