

7

Simple Steps Self-inspection Checklist

Food Protected From Contamination

- Cooked and ready-to-eat food items on shelves above raw food
- Food covered with lids or plastic wrap
- Utensils used to reduce direct hand contact with prepared food
- Water that is safe to drink is used for food preparation
- Chemicals and pesticides are labelled and stored away from food and the food preparation area
- Food items stored at least 15 cm (6 inches) off of the floor on shelves, racks or pallets

Food Handler Hygiene and Practices

- Separate handwash basin in each food preparation, processing or manufacturing area
- Hand basins equipped with:
 - hot and cold running water
 - soap in a dispenser
 - paper towels
- Handwash basins used only for handwashing purposes and not for food preparation or dishwashing
- Hands washed thoroughly before and after handling food
- Workers confine hair and wear clean outer garments

Equipment & Utensil Sanitation and Storage

- Food contact surfaces clean and in good condition
 - Cracked utensils or deeply grooved food contact surfaces discarded
 - Utensils, dishes and equipment washed either by hand using the two or three compartment sink method (wash-rinse-sanitize)
- Or
- Mechanical dishwasher as required

Sanitize:

- Using a solution of 2 ml (1/2 tsp per 4 cups) of household bleach per 1L of water (100 ppm)
- Or
- Follow the manufacturer's directions for all other types of sanitizers

Pest Control

- Premises free from pests
- Licensed pest control operator

Name: _____

Garbage and Waste Handling

- Solid and liquid waste removed from the food preparation area on a daily basis or more often if necessary
- Waste stored in a sanitary manner
- Waste containers cleaned regularly
- Waste receptacles leak-proof, pest-proof, and non-absorbent with tight-fitting lids

Temperature and Food Storage

- Refrigerators 4°C/40°F or colder
- Refrigerator temperatures recorded
- Hot holding 60°C/140°F or hotter
- Freezers -18°C/0°F or colder
- Thermometers in:
 - refrigerators
 - freezers
 - hot holding units
- Probe thermometer provided
- Verify cooking temperatures with probe thermometer
- Calibrate thermometer at least weekly

Premise Maintenance and Sanitation

- Surfaces clean
- Floors, walls and ceilings clean and in good repair
- Surfaces smooth, non-absorbent, and easy to clean
- Adequate lighting as per the Ontario Building Code
- Adequate levels of ventilation
- Proper operation and maintenance of mechanical dishwasher and other equipment
- washrooms and change rooms kept clean at all times.
 - toilet paper
 - garbage container
 - constant supply of hot and cold running water
 - soap in a dispenser
 - either a cloth roller towel in a mechanical device, a supply of paper towels, a supply of clean single service towels or a hot air dryer at the handwash basin.

Date: _____

Time: _____

Initials: _____



Halton Region
905-825-6000
Toll free: 1-866-4HALTON (1-866-442-5866)
TTY: 905-827-9833
www.halton.ca