

FOOD SERVICE DEPARTMENT DAILY SANITATION INSPECTION LOG

AREA: DINING ROOM

Date: _____ Supervisor: _____

AREA	DEFICIENCIES	TIME OF FOLLOW-UP	CORRECTED Y OR N
Inmate Rest Room Walls & Floor Hand Washing Sign Sink Clean Soap & Paper Towels Trash Can Clean Light Fixtures Clean Air Vents Clean Stalls/Urinals/Commode			
Chemical Room Inventory Accuracy Eye Wash Operational PPE* Intact Sink Cleaned Floor & Walls Light Fixtures Clean Top of Cage Clear	*PPE = Personal Protective Equipment (Goggles, Gloves, Aprons, Etc.)		
Serving Line Silverware & Holders Trays & Holders (Inside & Out) Hot Boxes (Inside & Out) Refrigerators (Inside & Out) Door Gaskets Temperature Gauges Heat Lamp Frames Heat Lamps (Operational) Explosion Proof Bulbs Shelves Clean Underside of Shelves Bowls/Plates (Inverted & Clean) Hot Wells (Operational) Indicator/Hood Lights Exhaust Hoods/Filters Grills (Top, Sides, Shelves, Backs) Drip Pans (Grills and Hoods) Fire Extinguisher Box Floor (Especially Under Line) Sneeze Guards All S/S Polished Tray Guides Brass Drain Pipes Floor Drains Return Air Ducts Exposed Wires? No Personal Property No Mop Strings on Legs			
Paper Room All Shelves Clean Floor/Walls Clean Stored Equipment Clean Lights Operational No Personal Property			
Dining Room Tables and Frames No Mop Strings on Legs Underside of Tables Tables Lined in Rows Salt & Pepper Filled S & P Shakers Clean Napkin Holders Cleaned Floors Clean & Buffed Walls Fan & Light Fixtures Windows/Ledges Clean			

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AREA	DEFICIENCIES	TIME OF FOLLOW-UP	CORRECTED Y OR N
Dining Room Cont'd. Thresholds of Doorways Door Kick Plates Polished Maroon Panels Clean Faux Marble Threshold			
Beverage Line Floor Mat Cleaned Floor Cleaned Coffee Machines (Inside & Out) Milk Machines (Inside & Out) Milk Machine Gaskets Milk Machines Defrosted Tops of all Machines Ice Bins Cleaned & Filled Soda Machines Clean Soda Spigots Clean Drains Clean Brass Pipe Stand Cleaned Shelves Under Bar Clean No Personal Property Fire Extinguishers Walls & Baseboards Cleaned All S/S Polished			
Dish Room Door Frames Clean Electrical Panel Locked Trash Cans Clean & Covered Silverware Air Dried Sorting Table Clean Underside of Table Clean Glass Dollies Clean Glasses Single Stacked Dish Machine Polished Inside of Machine Clean Curtains Cleaned Spray Arms Cleaned Scrap Baskets Cleaned Tray Slides Cleaned Legs and Table Supports Vent Stacks Polished Ceiling Vent Clean Ceiling Clean Light Fixtures Clean Hand Sink Clean Soap and Paper Towels Chemicals Secured Walls Clean Floor Clean and Dry Silverware Chute Cleaned All S/S Polished			
Salad Bars All S/S Polished Sneeze Guards Cleaned Underside of Top Clean Light Fixture Cleaned Wheels/Mop Strings Electrical Cords Drain Pans Emptied Shatterproof Bulbs Floor Clean and Dry			

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AREA: **KITCHEN**

Date: _____ Supervisor: _____

AREA	DEFICIENCIES	TIME OF FOLLOW-UP	CORRECTED Y OR N
Bakery Expanded Metal Cage Walls Floors Baseboards Clean Cart Rails Clean Prep Tables (Bottom & Top) 80 Qt. Mixer Clean Underside of Mixer Att. All S/S Polished Hoods/Vents/Drain Pans All Hood Lights Working Hood Lights Guarded Ovens (Inside & Out) Gas Access Panel Secure on Ovens and fryers Ceiling Intact & Clean Light Fixtures Clean Behind Ovens Clean Oven Vent Pipes Clean Oven Hood Clean Gas & Water Lines Clean			
Cook's Area East Ice Machine West Ice Machine South Grill (Check Drain Pans) North Grill (Check Drain Pans) Prep Tables (Top, Legs, and Rails) Office Windows Steam Kettles (Check Lids/Back) Kettle Drain Troughs Yellow Utility Wall Hoods/Vents/Drain Pans All Hood Lights Working Hood Lights Guarded Ceiling Intact & Clean Light Fixtures Clean Ceiling Vents Clean Walls Floors Baseboards Clean Cart Racks Clean Hand Sink Clean Soap & Paper Towels Return Air Vents Clean Eye Wash Station Seg. Cart Tables Seg. Carts Hot and Cold Seg. Tray Racks Vertical Cutter Mixer Fire Extinguisher			
Rest Room Hallway Walls & Floors Baseboards Clean Ceiling Intact & Clean Light Fixtures Clean Buffers and Strippers Power Sprayer Cage			
Staff Rest Room Walls & Floors Baseboards Clean			

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Staff Rest Room Cont'd. Hand Sink Clean Soap & Paper Towels Hand Washing Sign Commode Clean Urinal & Stall Clean Light Fixtures Clean Top of Lockers Clean Trash Can Clean			
Soda Room CO2 Bottles Secure Walls Floors Baseboards Clean No Excess Bag in Box All Syrup Hooked Up			
Butcher Shop Temperature Correct Walls Floors/Floor Drains Hand Sink Clean Soap & Paper Towels Hand Washing Sign Light Fixtures Clean Shelves Clean Prep Sink Clean Prep Tables Clean Meat Slicer Clean Band Saw Clean Eye Hazard Sign Posted Emergency Buzzer Works Mikrokylene Disp. Works Solitaire Disp. Works Cutting Boards Clean Food Covered and Dated Raw Food Stored Under Cooked Food Items Door Gaskets Clean All S/S Polished Blower Guards Clean Brass Pipes Clean			
Cooler #3—Leftover Box Proper Temperatures Floors/Walls/Ceilings Light Fixtures Clean Lights Operational Pallets 4" From Walls Product Evenly Stacked Blower Vents Clean Food Under Compressor Covered with Tarp Food Labeled and Dated Door Gaskets Clean			
Cooler #2—Milk Cooler Proper Temperatures Floors/Walls/Ceilings Lights Clean and Working Pallets 4" From Walls Product Evenly Stacked Blower Vents Clean Compressor Clear			

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Cooler #2—Milk Cooler Cont'd. Food Labeled & Dated Door Gaskets Clean Good Dates on Milk			
Cooler #1—Produce Cooler Proper Temperatures Floors/Walls/Ceilings Light Fixtures Clean Lights Operational Pallets 4" From Walls Product Evenly Stacked Blower Vents Clean Door Gaskets Clean Food Under Compressor Covered with Tarp Produce Rotated Clean Under Pallets			
Hot Room Walls & Floors Clean Baseboards Clean Light Fixtures Clean Hot Box Clean Knife Cage Clean Hot Cage Clean			
Pots & Pans Sinks Properly Utilized No Personal Property Booster Heater Operating Shelving Clean Utensils Properly Drained Chemicals Secured Walls and Floors Baseboards Clean Light Fixtures Clean Ceiling Clean Drainboards for Dirty Pots Hot Water Available Pans/Utensils Inverted Underside of Sinks Clean Breaker Boxes Secured			
Common Fare Preparation Walls Floors Baseboards Clean Light Fixtures Clean Ceiling Clean Hallway Clean & Clear Emergency Buzzer Works Chemical Disp. Works Cutting Boards Clean Food Covered & Dated Hand Sink Clean Soap & Paper Towels Refers Proper Temperature Door Gaskets Clean Microwave Clean Sprinkler Riser Accessible Knives and Tools Clean Food Properly Stored Pans & Utensils Marked Only Kosher Food Items			

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Paper Room All Shelves Clean Floors/Walls Clean Stored Equipment Clean Lights Clean & Operating No Personal Property Floor Dry File Cabinets Secure No Items Exceed 18" Rule Chemicals Properly Stored Ceiling Intact & Clean Electrical Panel Clean			
Vegetable Preparation Room Walls & Floors Baseboards Clean Prep Tables (Tops & Bottoms) 80 Qt. Mixer Clean Underside of Mixer Att. All S/S Polished Ceiling Intact & Clean Light Fixtures Clean Sinks Clean (Inside & Out) Potato Peeler Clean Potato Peeler Basket Clean Inside of Peeler Clean GFCI Outlets Working Hand Sink Clean Soap & Paper Towels Return Air Vent Clean Door Gaskets Clean			
Dry Storage Room Boxes Under 18" Sprinkler Boxes Evenly Stacked No Open Bags/Packages Walls & Floors Baseboards Clean Ceiling Intact & Clean Pallets Clean Light Fixtures Clean Expanded Metal Clean Fire Suppr. Cage Clear			
Rear Hallway Walls & Floor Baseboards Clean Ceiling Intact & Clean Cart Rails Cleaned Veg Prep Windows Clean Bulletin Board Clean & Updated Fire Extinguisher Charged Litter Basket Accessible			
Back Dock Cage Secure & Clean CO ² Bottles Secured Storm Drain Cleaned Carts Clean & Secured Trash Cans Cleaned Pulper Clean & Secured			

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