

Food Safety Self Inspection Form

SCHOOL: _____

Dry Storage

YES NO N/A

Is all food at least 6 inches off the floor?
(so floor can be cleaned)

Are food storage shelves clean and in good repair?
(to promote food safety)

Is food stored separately from personal items, cleaning & maintenance supplies?
(to prevent mix-ups)

Are all foods kept covered?
(to prevent contamination)

Refrigerated Storage

YES NO N/A

Is raw meat stored below other food?
(so it doesn't drip on ready-to-eat foods)

Are thermometers conspicuously placed in the warmest part of the unit?
(where highest temperature can be read)

Is food covered?
(to prevent accidental contamination)

Is food stored out from under unprotected condensation lines?
(so nothing drips into it)

Are refrigerators at 4°C/40°F or below?
(to keep cold-tolerant germs from growing)

Are freezers at -18°C/0°F or below?
(to keep frozen foods from thawing)

Food Preparation

YES NO N/A

Are food prep sinks cleaned and sanitized before use?
(to kill the bacteria in them)

Are separate cutting boards used for raw meat and for other food?
(to prevent cross contamination)

Is raw meat awaiting processing kept from being held at room temperatures for long periods?
(to keep germs from growing)

Are potentially hazardous foods preheated rapidly to 74°C/165°F before being placed into hot holding units?
(to kill off harmful bacteria)

Is potentially hazardous food held below 4°C/40°F or above 60°C/140°F
(the danger zone where germs grow best)

Is potentially hazardous food cooled under refrigeration in shallow trays, or in an ice bath?
(to reduce time in danger zone)

Are potentially hazardous foods properly thawed?
(not at room temperature)

Are utensil handles stored out of the food product?
(so they don't cross contaminate)

Are wiping cloths stored in a sanitizing solution?
(to kill the germs they pick up)

Is a metal stemmed food probe thermometer with a range of 0°F - 220°F provided?
(for frequent temperature checks)

Personal Hygiene

YES NO N/A

Are employees/volunteers eating, drinking or smoking away from food preparation and utensil washing areas?

Are food handlers washing hands routinely?

Are employees/volunteers with illnesses or infections restricted from handling food and utensils? (so they don't infect others)

Dishes & Utensils

YES NO N/A

Are all utensils and dishes stored properly?

Are damaged utensils and dishes discarded?

Are utensils and dishes washed in detergent, rinsed in clear water and sanitized with the correct concentration of chemical? (to kill bacteria)

Is tableware pre-soaked before washing? (to loosen encrusted food)

Are all utensils and dishes air dried? (to prevent contamination)

Is the 3-compartment sink operated as follows:
1. Wash with hot soapy water in first basin;
2. Clear water rinse in the second;
3. Sanitize for 1 minute in the third.

Are wash and rinse water kept clean?

Are test kits provided and used for monitoring the sanitizer concentrations? (so they don't lose their effectiveness)

General Premise

YES NO N/A

Are all areas (kitchen, eating area, washrooms, garbage storage & disposal area) cleaned regularly?

Is adequate ventilation supplied and maintained?

Is all equipment clean and in good condition?

Are food contact surfaces cleaned and - sanitized after each use? (to kill germs)

Are the gaskets and interiors of refrigerators free of debris? (so germs can't feed on them)

Is the can opener blade free of food debris and metal shavings?

Are floors in good repair and free of dirt, moisture and food debris? (where insects can breed and feed)

Are outside garbage container lids closed? (to reduce attraction of rodents and other pests)

Miscellaneous

YES NO N/A

Are toxic chemicals labeled and stored separately from food and utensils?

Is an area provided for personal belongings that is separate from utensils and food? (to cut down on cross contamination)

Are hand sinks equipped with soap and disposable towels? (for proper handwashing)

Are all lights shielded? (to keep broken glass from falling into food and to prevent cuts)

Date of Inspection _____

Inspection Complete by _____

Principal's Signature _____

