

Name
Of
Business

Week Commencing _____

Form 1 - Daily Food Checks

		MON	TUES	WED	THUR	FRI	SAT	SUN
DELIVERY								
Target Food Temp.	-18°C Frozen							
	5°C Chilled							
	Date Code							
	Condition							
STORAGE AND/OR DISPLAY								
Target Temp. 5°C	Fridge 1							
	Fridge 2							
Target Temp. -18°C	Freezer							
	Date Code							
	Condition							
	Covered							
COOKING								
	Type of Food							
	Minimum Cooking Temp. 75°C							
HOT HOLD								
	Type of Food							
	Minimum Hold Temp. 63°C							
COOLING								
	Target Time:							
RE-HEATING								
	Type of Food							
	Minimum Re-heat Temp. 75°C							
CORRECTIVE ACTION								
Monday								
Tuesday								
Wednesday								
Thursday								
Friday								
Saturday								
Sunday								

DAILY FOOD CHECKS

INFORMATION SHEET

South Holland District Council's food team has produced this check sheet to help you comply with the law. It contains the type of information we expect to see when carrying out our inspections and will assist you in producing safe food. Please keep this form so you can photocopy it in the future; alternatively you can change it to suit your particular needs.

DELIVERY

You should check deliveries and make sure the food is in date code and in good condition. Most delivery vehicles will have a temperature read out. Regularly ask to see and record the readout temperature on the check sheet or request and keep any printout that may be available.

STORAGE AND/OR DISPLAY

You need to make sure your 'fridges and freezers are working correctly. This is best achieved by purchasing inexpensive 'fridge/freezer thermometers. You should then check these thermometers each day and note the temperatures on the check sheet. Regularly check the date codes and condition of the food and make sure it is kept in a covered container.

COOKING

You will need to buy a simple probe thermometer and sterilent wipes. Use this to check the final cooking temperature of all your meats and meat products. Record at least one menu item on the check sheet each day. Remember to record various menu items not the same one each day. Always use the sterilent wipes before and after using the probe.

HOT HOLD

If you keep food hot after cooking (e.g. baine marie, hot box, etc.) you will regularly need to check that food is being kept hot. Use your probe thermometer and record temperatures in the same way as for cooking.

RE-HEATING

If you re-heat meat and meat products you will need to check the final temperature. Use your probe thermometer and record temperatures in the same way as for cooking.

COOLING

You must ensure food is cooled as quickly as possible. Once it has cooled to 8°C or below it should be placed under refrigeration. You can reduce cooling times by using small joints of meat or by dividing it into smaller portions. Placing it on a metal tray that has been placed in the fridge/freezer is also one way of ensuring rapid cooling. Keep food covered where possible. Set a target time typical for the dish.

CORRECTIVE ACTION

If anything you note on the check sheet does not meet the targets you will need to take some action. This action should be noted on the check sheet.