

The administrator at Friends and Family created her forms to assist with managing the day-to-day operations of the facility. She wanted to know what needed attention or maintenance in the building. The kitchen inspection form helps her keep the kitchen in appropriate condition.

KITCHEN INSPECTION

DATE:

	A	B	C	D	E
1	ITEM	FAIL	GOOD	CORRECTION	DATE
2	<b>DISHWASHER AREA</b>				
3	DISHWASHER LIME SCALE CLEAN				
4	NO MOLD UNDER SINKS OR ON WALLS				
5	CHEMICALS OFF THE FLOOR				
6	RACKS LIME SCALE CLEAN				
7	MAT REMOVED FOR CLEANING				
8	DRAINS CLEAN				
9	CLEAN MOPS OFF FLOOR				
10	ITEMS ON FLOOR IN ROOM OFF DISH				
11					
12	<b>KITCHEN COOKING AREA</b>				
13	HAND WASHING SINK CLEAN				
14	CUP RACKS CLEAN				
15	MOLD ON DOOR OF ICE MACHINE CLEAN				
16	HOODS CLEAN				
17	POTS AND PANS RACK CLEAN				
18	SHELVES UNDER SERVING AREA CLEAN				
19	NOTHING ABOVE STEAM TABLE				
20	MIXER SHELF CLEAN				
21	SUGAR AND FLOUR BINS DATED				
22	DATES ON ALL OPEN CONTAINERS				
23	FLOORS CLEAN				
24					
25	<b>WALK IN</b>				
26	ALL FOODS DATED INCLUDING SAUCES				
27	EGGS IN APPROPRIATE PLACE				
28	NO ONE USE STORAGE CONTAINERS REUSED				
29	RECLOSE ALL BAGS				
30	SHELVES CLEAN				
31	COVERS ON FAN CLEAN				
32	PITCHERS LABELED AND DATED				
33	FLOOR CLEAN				
34					
35	<b>FREEZER</b>				
36	DATE ALL OPEN BOXES				
37	RECLOSE BAGS				
38					
39	<b>DRY STORAGE</b>				
40	DATE ON ALL OPEN CONTAINERS				
41	ONE WEEK EMERGENCY FOOD STORAGE				
42	FLOORS CLEAN				
43	SHELVES CLEAN				
44	NOTHING STORED ON FLOOR				