

A Free Sample Health Inspection Checklist for Restaurants

A free checklist to review before the health inspectors come by your restaurant. Download or copy this free PDF.



Check food temperature control (use your local health regulation requirements)

- ☐ Avoid the Danger Zone. Keep cold food COLD (below 4°C/40°F) and hot food HOT (above 60°C/140°F) and keep frozen below -18°C/0°F.
- ☐ Check refrigerators and freezers to ensure they have indicating thermometers and in compliance with temperature requirements.
- ☐ Cook all hazardous food such as meat to a safe internal temperature, use a probe thermometer.

Check food storage to ensure food protected from contamination

- ☐ Store cooked and ready-to-eat food items on shelves above raw food.
- ☐ Cover food with lids or wrap and use utensils to reduce direct hand contact with prepared food.
- ☐ Use clean safe water for making drinks, ice and preparing food.
- ☐ Label chemicals and pesticides and store them away from food and the food preparation area.
- ☐ Keep all food items off the floor and store on shelves, racks or pallets.

Check to ensure good personal hygiene is required from all employee

- ☐ All food handlers must wash hands thoroughly before and after handling food.

- ☐ Provide hot/cold running water, soap in a dispenser and a supply of paper towels at all hand wash basins. Ensure these basins only for hand washing and not for other purposes such as food preparation or dishwashing.
- ☐ Wear clean outer garments and hair constraints

Check food contact surfaces/equipment to ensure good maintenance/sanitation

- ☐ Clean and sanitize with soap and water followed by a solution of approved sanitizer.
- ☐ Keep all food contact surfaces clean and in good condition.
- ☐ Discard cracked utensils such as cutting boards or deeply grooved food contact surfaces.
- ☐ Wash all utensils, dishes and equipment either by hand, using the two or three sink method (wash-rinse-sanitize) or in a mechanical dishwasher as required.
- ☐ Empty and clean ice bin regularly. Twice a year, ice machine (inner-workings) must be professionally sanitized. (Note: A service like Easy Ice subscription provides your restaurant with an ice machine and includes professional deep-cleanings 2x year)

Check non-food contact surfaces/equipment to ensure good maintenance/sanitation

- ☐ Keep floors, walls and ceilings clean and in good repair and to ensure all surfaces are smooth, non-absorbent and easy to clean.
- ☐ Ensure the mechanical dishwasher and other equipment in good working condition.

Check all public and staff washrooms to ensure good maintenance/sanitation

- ☐ Keep washrooms, toilets and change rooms clean at all times.
- ☐ Provide: Toilet paper, garbage container, a constant supply of hot/cold running water, soap in a dispenser and a supply of paper towels or a hot air dryer at the hand wash basin.

Check waste storage/removal

- ☐ Remove solid and liquid waste from the food preparation area on a daily basis, or more often if necessary and store waste in a sanitary manner.
- ☐ Waste receptacles must be leak-proof, pest-proof, non-absorbent and have tight-fitting lids.

Monitor pest infestation and control

- ☐ Check for evidence of infestation such as live/dead pests, droppings, nesting sites. Ensure to cover any openings to prevent pests from entering.
- ☐ Eliminate any food or water sources for pests.
- ☐ Obtain a contract with a licensed pest control operator to provide regular pest control services.

Food service staff knowledge on food safety

- ☐ Check to ensure food service staff have received food handler training & certified through a Food Safety Certification Course (like ServSafe) as per local health department's requirement. Re-fresh food handlers regularly with the knowledge of safe food handling practices

Maintain good operational records

- ☐ Keep records of food safety inspection reports by health inspectors and self-inspection reports, pest control schedules and service provided equipment repair and maintenance records. Review records with managers regularly as part of the quality assurance program. Note: If you subscribe to an ice machine from Easy Ice, they keep and maintain all records regarding the ice machine for you (maintenance, when water filters were last changed, repairs, etc.)

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