

TEAM LOGO HERE

2023 Safety Officer Inspection Worksheet

Kitchen/Serving Area

Name

Date

<p>GENERAL REQUIREMENTS (Standards set by FDA)</p> <ul style="list-style-type: none"><input type="checkbox"/> The Food Service Manager (contractor) should hold a Food Service Manager Certificate issued by their State Health Department<input type="checkbox"/> If requesting a Local Health Department inspection, their inspector should be met and accompanied by the SOF & FUDL<input type="checkbox"/> Fire extinguishers min. 2A 10BC with up-to-date inspection tags<input type="checkbox"/> Fixed systems with current inspection tag over all cooking areas	<p>FOOD SERVERS & SERVING AREA</p> <ul style="list-style-type: none"><input type="checkbox"/> All hair in hat or hairnet<input type="checkbox"/> Long facial hair must be covered<input type="checkbox"/> All outer clothing: aprons, gloves, caps, etc. must be clean<input type="checkbox"/> Staff must wear clean disposable gloves when serving food<input type="checkbox"/> A separate hand washing area provided for the food handling staff<input type="checkbox"/> Food served in single use plates or bowls<input type="checkbox"/> Individually packaged eating utensils<input type="checkbox"/> Sneeze guards provided in self-serve areas (if applicable)
<p>FOOD STORAGE</p> <ul style="list-style-type: none"><input type="checkbox"/> Hot or Warm must be at or above 140 Degrees<input type="checkbox"/> Refrigerated food must be stored at or below 40 degrees / 0 degrees or below for frozen goods<input type="checkbox"/> All food stored at least 6 inches off floor<input type="checkbox"/> Wooden storage racks are <u>not</u> permitted<input type="checkbox"/> Dry goods stored in an enclosed area<input type="checkbox"/> All containers must be covered and labeled (Contents/Date/User)<input type="checkbox"/> Vermin extermination plan in place<input type="checkbox"/> Sack lunches<ul style="list-style-type: none"><input type="checkbox"/> Must be refrigerated until they're distributed<input type="checkbox"/> Must have vendors "ID" and a "Consume By" date	<p>CLEANING AND SANITIZING</p> <ul style="list-style-type: none"><input type="checkbox"/> Separated from the preparation and serving areas<input type="checkbox"/> Cleaning uses a potable water source<input type="checkbox"/> Minimum of 3 sinks required<ul style="list-style-type: none"><input type="checkbox"/> Wash with potable water and phosphate free soap<input type="checkbox"/> Rinse with 165-degree water minimum<input type="checkbox"/> Sanitize with 1 part bleach to 100 parts water<input type="checkbox"/> Eye protection, gloves and apron required when using pressurized water<input type="checkbox"/> Air dry in covered rack<input type="checkbox"/> Cleaning products<ul style="list-style-type: none"><input type="checkbox"/> MSDS available<input type="checkbox"/> Product containers are labeled
<p>EATING AREAS (if applicable)</p> <ul style="list-style-type: none"><input type="checkbox"/> Must be covered with an approved tent or shade fly with solid or netted sides<input type="checkbox"/> Tent or shade fly must be secured from wind<input type="checkbox"/> Seating for 150 minimum<input type="checkbox"/> Lighting protected from damage<input type="checkbox"/> Cleaning and maintenance plan posted<input type="checkbox"/> Dust control provided as needed<input type="checkbox"/> Trash removal maintained to discourage wildlife encroachment	<p>WATER HANDLING</p> <ul style="list-style-type: none"><input type="checkbox"/> Potable Water<ul style="list-style-type: none"><input type="checkbox"/> Minimum 200 Gal. storage<input type="checkbox"/> Bladders stenciled "POTABLE WATER"<input type="checkbox"/> "White" hose used<input type="checkbox"/> Grey Water<ul style="list-style-type: none"><input type="checkbox"/> Minimum 500 Gal. storage<input type="checkbox"/> Bladders stenciled "GREY WATER"<input type="checkbox"/> Removed by licensed waste hauler

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<p>LPG GAS</p> <ul style="list-style-type: none"><input type="checkbox"/> LPG tanks at least 25' from open flame; downwind from ignition sources<input type="checkbox"/> All cylinders have a current tank test cert.<input type="checkbox"/> Hoses, shut offs and connections tested for leaks<input type="checkbox"/> Stored upright and firmly chained<input type="checkbox"/> Protected from moving vehicles; flex lines protected from traffic<input type="checkbox"/> Required extinguisher available<input type="checkbox"/> "No smoking" signs posted	<p>ELECTRICAL EQUIPMENT/LIGHTS & GENERATORS</p> <ul style="list-style-type: none"><input type="checkbox"/> Properly located with respect to noise and CO emissions<input type="checkbox"/> Trip hazards mitigated<input type="checkbox"/> Unit properly stored/parked (Tires Chalked/Hitch Flagged)<input type="checkbox"/> All circuit breakers functioning<input type="checkbox"/> GFI protection provided as needed<input type="checkbox"/> Unit properly grounded<input type="checkbox"/> Fuel properly stored<input type="checkbox"/> Proper warning signs/labels used on all panels and equipment<input type="checkbox"/> Contact local building department and request an inspection as needed
<p>SANITATION FACILITIES</p> <ul style="list-style-type: none"><input type="checkbox"/> Must be close to work area<input type="checkbox"/> Are separate from other toilet facilities<input type="checkbox"/> Separate hand washing facilities must be available<input type="checkbox"/> Trash removal maintained to discourage wildlife encroachment	