

Food fresh and in-date.

No physical or chemical or pest contamination of stored food.

Closing checks date:

	Mon A.M.	Mon P.M.	Tues A.M.	Tues P.M.	Wed A.M.	Wed P.M.	Thurs A.M.	Thurs P.M.	Fri A.M.	Fri P.M.
Date:										
Unused food put away correctly.										
Leftover food and past sell-by-date food discarded.										
Crockery and utensils washed up and put away dry.										
Rubbish removed/bin cleaned.										
Dirty cloths removed for washing and replaced.										
Work surface clean and disinfected.										
Floors clean.										

Report any problem(s) here

Action taken

Further guidance

Safer Food Better Business (Food Standards Agency)

<https://food.gov.uk/business-guidance/safer-food-better-business-for-caterers>