



Name of Catering Outlet: _____

Food Hygiene & Safety Check List

A. Fire Prevention

1. Fire doors between dining & kitchen areas are kept closed at all time.
2. Doors are self-closing and not wedged open.
3. Fire appliances, hoses & fire extinguishers are not obstructed.
4. Hatch openings are protected with shutters and travel routes of the shutters are free from obstruction.
5. Gas Main Control valve is clearly labeled with 'ON' & 'OFF' indication and not obstructed.

B. Freezers/Refrigerators

1. Thermometers are operating properly. There are control knobs on thermometers for temperature setting.
2. Temperature is correctly set for the type of storage (-18°C or below for frozen food and 4°C or below for vegetables & cooked food).
3. No mixed storage of raw food with cooked/semi-cooked food in refrigerator.
4. Storage compartments for raw & cooked food are properly & clearly labeled.
5. No paper boxes are used for storage. Plastic trays are to be used.
6. There is no food liquid found accumulated at the bottom of the freezer.
7. No rusty parts are found inside the freezer.
8. No open cans are used for food storage.

C. Kitchen – Grease Deposit & General Cleanliness

1. Service conduits, ducts, light fittings & ceiling at high level are free from grease deposits.
2. Kitchen walls, work tables & cooking ranges are free from grease deposits.
3. Extraction hoods & cooking ranges are free from grease deposits.
4. Scrubber system (hydro vent) of cooking range is in good working order & maintained in a clean state.
5. Floors are cleansed adequately with no grease deposit or oily surface.
6. No cracked floor tiles.



7. Drain channels & gratings are kept in a hygienic state with no obvious accumulation of grease or dirt.
8. Grease traps are emptied regularly & kept clean. There should be no strong smell on opening the lid.
9. No storage of personal stuff e.g. clothes, carrying bags etc. in the food preparation areas/rooms.
10. Toilets are kept in a sanitary condition.
11. Toilet paper, soap & hand drying facilities are provided & in a serviceable condition.
12. Waste containers are provided with lids.
13. Waste container areas/rooms are kept in a hygienic & dry condition free from strong odour.
14. No flies or other pests are found attracted to the waste containers.
15. Back yard or other delivery areas are kept in a hygienic condition.

D. Food Preparation & Crockery

1. No chipped crockery is spotted.
2. Proper storage of crockery in cabinets.
3. Food is defrosted under running water.
4. Food ready for serving is kept at 60°C or above or below 4°C.
5. Cooked food is cooled in a manner free from obvious contamination and be stored in the fridge as soon as possible.
6. Storage bins of raw materials (e.g. flour, sugar, sauces, etc.) and the ration store are kept in a clean and hygienic state.
7. No pets are allowed.
8. No mixed storage of cleaning materials (e.g. bleach & detergent) with the food.
9. No evidence of flies or other pests are noticeable.
10. Ice makers are in a clean and hygienic condition and the inside is free from dirt, scum or rust.
11. Ice bins are provided with lids.
12. Cleaning of the ice making machine is scheduled and carried out in accordance with the manufacturer's recommendations.

Check-by: _____

Signature: _____

Date: _____

RL/ii
April 2006

