OpsAuditHub opsaudithub.com	DOC ID: **SAF-0086**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **HACCP FDA Food Code & OSHA 29 CFR 1910.1200**	AUDIT FREQUENCY: **Daily Pre-Shift & Post-Shift**

Commercial Kitchen Opening Closing Daily Log Sheet

Operational Scope: Mandatory operational verification required during kitchen shift transitions to mitigate foodborne illness, cross-contamination, and thermal fire hazards. Ensures continuous compliance with health department codes and occupational safety regulations.

MANDATORY PPE:	Cut-Resistant Mesh Gloves (ANSI/ISEA 105), Non-Slip ASTM-Rated Kitchen Shoes, Heat-Resistant Oven Mitts / Pads, Nitrile Food-Contact Gloves, Eye Protection Splash Goggles (ANSI Z87.1)
PREREQUISITES:	Kitchen exhaust hood systems verified operating at required static pressure | All sanitation buckets prepared with fresh quaternary ammonium or chlorine sanitizer solution at correct PPM

PHASE 1: PRE-OPENING TEMPERATURE & SANITATION INSPECTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Walk-In Refrigerators & Freezers**	Internal ambient temperature is at or below 41°F (5°C) for coolers and 0°F (-18°C) for freezers; digital logs verified.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
2	**Cold Holding & Prep Lines**	Pans maintain food products at 41°F or below; units powered on at least 1 hour prior to service.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
3	**Dishwashing Machine & Sanitizer Rinse**	Chemical PPM or high-temp final rinse gauge reaches minimum 180°F (82°C) surface temperature verified by test strips.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
4	**Handwashing Stations**	Equipped with hot water (>100°F), antimicrobial soap, single-use paper towels, and functional signage.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A

PHASE 2: COOKING EQUIPMENT SAFETY & VENTILATION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
5	**Commercial Deep Fryers**	Oil level verified, high-limit safety thermostat operational, and automatic gas/electric shut-off tested.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
6	**Exhaust Hood & Fire Suppression System**	Hood filters clean and securely in place; manual pull station unobstructed; Ansul system inspection tags current.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
7	**Gas Lines & Quick-Disconnect Valves**	Flexible gas hoses inspected for kinks, cracks, or leaks; restraint cables securely attached to movable cooking equipment.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
8	**Floor Drainage & Walkways**	Floor trough drains clear of debris; grease traps functioning; slip hazards neutralized with non-skid mats.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A

PHASE 3: POST-CLOSING SECURE SHUTDOWN

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
9	**Hot Holding & Cooking Equipment Power**	All flattops, charbroilers, ovens, and fryers powered down and main gas/electric control valves closed.	**Standard**	[ ] PASS [ ] FAIL [ ] N/A
10	**Food Storage & Labeling**	All open perishables transferred to sealed containers, properly dated, labeled (FIFO), and moved to walk-ins.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A
11	**Waste Management & Pest Control**	All kitchen refuse emptied into exterior dumpsters; back doors locked; no standing water or food debris left exposed.	**Standard**	[ ] PASS [ ] FAIL [ ] N/A

Certified Shift Supervisor / Head Chef Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Operations Manager / Food Safety Director Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

COMPLIANCE NOTICE: This document must be archived for a minimum of 12 months in accordance with workplace safety recordkeeping guidelines and local health department standards.