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	STANDARD: **HACCP FDA Food Code & FALCPA Compliance**	AUDIT FREQUENCY: **Daily Pre-Shift**

Food Allergen Management Inspection Checklist

Operational Scope: This checklist establishes mandatory verification protocols for managing major food allergens and preventing cross-contact within food service operations. The objective is to mitigate severe allergic reaction risks and ensure strict adherence to regulatory standards.

MANDATORY PPE:	Nitrile Gloves (Color-Coded for Allergen Prep), Hairnet / Beard Net, Clean Single-Use Apron, Non-Slip Food Service Footwear
PREREQUISITES:	Verify that all specialized allergen-free preparation equipment is sanitized and segregated. | Confirm staff handling allergen orders have completed up-to-date allergen safety training.

STORAGE, LABELING, AND SEGREGATION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Allergen Ingredient Storage**	Major food allergens (milk, eggs, fish, crustacean shellfish, tree nuts, peanuts, wheat, soybeans, sesame) are stored below or separately from non-allergen ingredients to prevent accidental spills and cross-contamination.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Container Labeling**	All bulk bins, secondary containers, and prepped ingredients containing known allergens are clearly labeled with standardized warning tags and dates.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Dedicated Storage Bins**	Allergen-free ingredient supplies use dedicated, sealed containers that show no evidence of cracks, residue, or compromised seals.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

FOOD PREPARATION AND CROSS-CONTACT PREVENTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Prep Surfaces and Utensils**	Dedicated color-coded cutting boards, knives, and pans are utilized exclusively for allergen-free orders and are sanitized between uses.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
5	**Frying and Cooking Media**	Fryers and cooking oils used for allergen-containing items (e.g., battered fish, gluten-containing items) are strictly segregated from allergen-free items.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Glove and Apron Management**	Food handlers change gloves and aprons immediately before preparing a documented allergen-special request meal.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
7	**Handwashing Stations**	Handwashing stations are fully stocked with antibacterial soap, single-use paper towels, and functioning warm water supply.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**

ORDER PROCESSING, COMMUNICATION, AND SERVICE

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**POS and Ticket Flagging**	Point-of-sale system and kitchen display tickets clearly highlight guest allergen requests to alert line cooks and expoiters.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
9	**Expo and Plating Verification**	Allergen-special meals are plated on distinct designated plates or marked with tamper-evident picks before leaving the kitchen.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
10	**Service Staff Communication**	Front-of-house staff accurately communicate ingredient details and cross-contact risks to guests using current recipe binder references.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**

Certified Inspector / Lead Operator Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Site Safety Supervisor / Operations Manager Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

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