OpsAuditHub opsaudithub.com	DOC ID: **SAF-0111**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **HACCP FDA Food Code**	AUDIT FREQUENCY: **Daily Pre-Shift**

Food Prep Sanitation Log Daily Log Sheet

Operational Scope: Mandatory daily sanitation logging for all food preparation zones to prevent cross-contamination and bacterial growth. Ensures absolute adherence to FDA Food Code safety thresholds prior to food handling operations.

MANDATORY PPE:	Nitrile Food-Grade Gloves (FDA Compliant), Hairnet or Beard Restraint, Non-Slip Closed-Toe Safety Shoes, Apron (Water-Resistant Vinyl/Polyester), Disposable Face Mask (Optional/Local Mandate)
PREREQUISITES:	Verify 3-compartment sink is filled and chemical sanitizer concentrations are tested via test strips | Ensure all refrigeration units maintain internal ambient temperatures below 41°F (5°C) | Confirm washdown hoses and cleaning agents are staged securely away from exposed food items

PRE-OPERATION SURFACE & EQUIPMENT HYGIENE

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Prep Tables and Cutting Boards**	Surfaces are scrubbed, rinsed, and sanitized with quaternary ammonium solution at 200-400 ppm; zero food debris or grease films present.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
2	**Slicers, Mixers, and Food Processors**	Equipment is disassembled, cleaned, and sanitized, showing zero residual organic matter in blade housings and seals.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
3	**Utensil Storage and Drying Racks**	Knives, spatulas, and whisks are stored inverted or protected from dust and airborne contamination.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A

SANITIZATION STATIONS & TEMPERATURE CONTROLS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Sanitizer Bucket Concentration**	Active ppm verified using chemical test strips (Chlorine: 50-100 ppm, Quat: 200-400 ppm, Iodine: 12.5-25 ppm).	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
5	**Handwashing Sinks**	Equipped with hot running water (min 100°F), liquid soap, single-use paper towels, and functioning hands-free or lever faucets.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
6	**Walk-in Cooler and Freezer Thermometers**	Accurate ambient temperature readings displayed visibly; refrigeration units operating within safe temp ranges (33°F-40°F).	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A

WASTE MANAGEMENT & PEST DETERRENCE

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
7	**Trash and Organic Waste Receptacles**	Bins are lined with heavy-duty plastic bags, fitted with tight-fitting lids, and emptied frequently to prevent pests.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A
8	**Floor Drains and Grates**	Drains are free of clogs, standing water, and organic buildup; drain covers are securely in place.	**Standard**	[ ] PASS [ ] FAIL [ ] N/A
9	**Pest Exclusion (Doors and Screens)**	Exterior doors seal tightly with no gaps; air curtains functional where applicable; no evidence of pest activity.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A

Certified Food Safety Handler / Lead Prep Cook Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Operations Manager / Kitchen Supervisor 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.