OpsAuditHub opsauditihub.com	DOC ID: **SAF-0108**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **HACCP FDA Food Code Chapters 3 & 4**	AUDIT FREQUENCY: **Daily Pre-Shift**

Food Prep Sanitation Log Inspection Checklist

Operational Scope: This inspection checklist mandates the daily evaluation of food preparation zones and sanitation controls to prevent biological, chemical, and physical contamination. It establishes a rigorous verification framework to ensure strict adherence to public health codes and corporate food safety standards.

MANDATORY PPE:	Nitrile Food-Grade Gloves (ASTM D6319), Hairnet or Beard Restraint, Non-Slip Chemical-Resistant Shoes (ASTM F2913), Disposable Polyethylene Apron, Safety Glasses (ANSI Z87.1 - for chemical dilution)
PREREQUISITES:	Verify all multi-compartment sinks are drained, scrubbed, and sanitized prior to shift setup. | Ensure chemical dispensing units are calibrated and test strips are readily available. | Confirm handwashing stations are fully stocked with hot water (minimum 100°F), soap, and paper towels.

PRE-OPERATION CLEANLINESS & SURFACE SANITATION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Cutting Boards & Prep Tables**	Surfaces are free of scoring, food residue, and grease films; sanitized with a quaternary ammonium solution at 200-400 ppm.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Slicers, Mixers, and Food Processors**	All removable food-contact blades and guards are disassembled, cleaned, sanitized, and reassembled without visible debris.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Can Openers and Utensil Racks**	Cutter blades are sharp, free of rust or metal shavings, and sanitation racks hold utensils handle-up to prevent contamination.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
4	**Dry Storage Shelving & Bins**	Ingredients are stored at least 6 inches off the floor in sealed, labeled containers with visible use-by dates.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

TEMPERATURE CONTROL & REFRIGERATION UNITS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
5	**Walk-in Coolers & Reach-in Units**	Internal ambient temperature reads at or below 40°F (4°C); thermometers are calibrated and clearly visible.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Prep-Top Refrigerated Rails (Cold Holding)**	Potentially hazardous foods maintain an internal temperature of 41°F or below, with pans not overfilled past the fill line.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
7	**Thermometer Calibration & Sanitizing Buckets**	Dial/digital stem thermometers are ice-point calibrated (32°F); bucket sanitizer concentration is verified via test strips.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**

WASTE MANAGEMENT & PEST PREVENTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Floor Drains & Grease Traps**	Drains flow freely without standing water, foul odors, or organic buildup; drain covers are securely in place.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
9	**Trash Receptacles & Waste Stations**	Bins are lined, fitted with functional hands-free lids, and emptied frequently to prevent pest attraction and cross-contamination.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**
10	**Exterior Doors and Pest Exclusion**	Door sweeps are intact with no light visible beneath; air curtains activate automatically upon door opening.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

Certified Food Safety Inspector / Lead Cook Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Executive Chef / General Manager Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

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