OpsAuditHub opsaudithub.com	DOC ID: **SAF-0080**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **FDA Food Code & Codex Alimentarius HACCP Guidelines**	AUDIT FREQUENCY: **Daily Pre-Shift**

Restaurant Haccp Food Safety Sop Template

Operational Scope: This Standard Operating Procedure establishes systematic controls for critical control points (CCPs) across all food handling, storage, and preparation stations to eliminate biological, chemical, and physical hazards. Full adherence is mandatory to maintain compliance with health inspection standards and ensure zero foodborne illness outbreaks.

MANDATORY PPE:	Nitrile Food-Grade Gloves (ASTM D6319), Hairnet / Beard Restraint, Non-Slip Culinary Safety Shoes (ASTM F2413), Color-Coded Apron, Disposable Sleeves
PREREQUISITES:	Verify electronic temperature logs and sensor calibration are operational. | Ensure handwashing sinks are fully stocked with soap, single-use towels, and signage. | Inspect all food contact surfaces for sanitation status prior to shift commencement.

RECEIVING AND COLD STORAGE TEMPERATURE CONTROLS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Incoming Perishable Deliveries**	Potentially hazardous foods (TCS) received at or below 41°F (5°C); frozen items strictly hard-frozen with no signs of thawing/refreezing.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Walk-in Refrigeration Units**	Internal ambient temperature maintained between 34°F and 38°F (1°C to 3.3°C); calibrated external thermometer matches internal probe reading.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Walk-in Freezer Units**	Internal temperature maintained at or below 0°F (-18°C); evaporator coils clear of heavy ice buildup and airflow unobstructed.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**

FOOD PREPARATION AND COOKING CCPS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Thawing Process Controls**	Foods thawed under refrigeration at 41°F or below, or under continuous cold running water (70°F or below) completed within 4 hours.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
5	**Internal Cooking Temperatures**	Poultry reaches minimum 165°F for 15 seconds; ground meats reach 155°F; whole cuts reach 145°F verified via sanitized probe thermometer.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Hot Holding Units**	Hot TCS foods held at or above 135°F (57°C) with temperature checks logged every 2 hours.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
7	**Rapid Cooling Protocols**	Cooked foods cooled from 135°F to 70°F within 2 hours, and from 70°F to 41°F within an additional 4 hours (6 hours total).	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

SANITATION, CROSS-CONTAMINATION, AND HYGIENE

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Sanitizer Concentration Levels**	Quat sanitizer solution measures 200-400 ppm (or chlorine at 50-100 ppm) tested with chemical test strips.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
9	**Allergen and Utensil Separation**	Color-coded cutting boards and dedicated utensils utilized to prevent cross-contact of major food allergens and raw-to-ready-to-eat foods.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
10	**Employee Hygiene Compliance**	Staff exhibiting zero bare-hand contact with ready-to-eat foods, wearing appropriate hair restraints, and maintaining clean uniforms.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

HACCP Coordinator / Shift Lead Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Executive Chef / General Manager 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.