OpsAuditHub opsauditihub.com	DOC ID: **SAF-0377**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **HACCP FDA Food Code & USDA Child Nutrition Programs**	AUDIT FREQUENCY: **Daily Pre-Shift & Meal Service Log**

School Cafeteria Food Safety Log Daily Log Sheet

Operational Scope: This daily log sheet mandates the systematic recording of critical control points, including temperature verification and hygiene practices, across all school cafeteria food handling zones. Its primary objective is to mitigate biological and chemical hazards to ensure full compliance with public health mandates for student nutrition programs.

MANDATORY PPE:	Disposable Nitrile Food-Grade Gloves, Hairnet or Approved Hair Restraint, Non-Slip Closed-Toe Kitchen Footwear, Clean Apron or Chef Coat, Facial Covering / Beard Net (as applicable)
PREREQUISITES:	Ensure all digital food probe thermometers are calibrated using the ice-point or boiling-point method prior to service. | Verify that handwashing stations are fully stocked with liquid soap, paper towels, and operational hot water. | Confirm sanitation sanitizer buckets are mixed to proper concentration levels (e.g., 50-200 ppm chlorine or 200-400 ppm quaternary ammonium).

RECEIVING AND COLD/HOT HOLDING TEMPERATURE CONTROLS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Cold Food Receiving**	All perishable and refrigerated foods received at or below 41°F (5°C); frozen foods solidly frozen with no evidence of thawing.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
2	**Walk-In Refrigerators and Freezers**	Walk-in refrigeration units maintain ambient temperatures between 34°F and 38°F; freezers maintain between 0°F and -10°F.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
3	**Hot Holding Equipment**	Hot holding lines, steam tables, and warmers maintain potentially hazardous foods at or above 135°F (57°C) continuously.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
4	**Cold Holding Line Units**	Salad bars and cold serving wells hold cold potentially hazardous food items at or below 41°F (5°C).	**Warning**	[ ] PASS [ ] FAIL [ ] N/A

COOKING, REHEATING, AND COOLING LOGS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
5	**Poultry and Meat Internal Cooking**	Internal temperatures reach required minimums (e.g., poultry at 165°F for 15 seconds, ground beef at 155°F for 15 seconds) verified via calibrated probe.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
6	**Rapid Reheating for Hot Holding**	Previously cooked and cooled foods intended for hot holding are rapidly reheated to 165°F (74°C) within two hours.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
7	**Proper Cooling Procedures**	Hot cooked foods cooled from 135°F to 70°F within 2 hours, and from 70°F to 41°F within an additional 4 hours.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A

SANITATION, HYGIENE, AND CROSS-CONTAMINATION PREVENTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Sanitizer Concentration Check**	Test strips confirm chemical sanitizer concentration in dishwashing sinks and wiping cloth buckets meets manufacturer specifications.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A
9	**Utensil and Cutting Board Separation**	Color-coded cutting boards and dedicated utensils used properly to prevent cross-contamination between raw meats and ready-to-eat foods.	**Standard**	[ ] PASS [ ] FAIL [ ] N/A
10	**Employee Health and Hygiene Compliance**	All food handlers are free of illness symptoms, wearing proper restraints, clean outer garments, and utilizing correct glove-change protocols.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A

Cafeteria Manager / Certified Food Protection Manager Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Director of School Nutrition Services / Operations 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.

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