

FOOD SERVICE SAFETY CHECKLIST

CUTS

Are knives and other cutting tools stored in racks with blades protected?	Yes	No
Are tools used of the correct size for the work to be done?	Yes	No
Is a board used for cutting, dicing and mincing?	Yes	No
When a knife is used, is the cut always made downward and never toward the hand?	Yes	No
Are all sharp tools collected on a tray and washed separately?	Yes	No
Are sharp tools always removed from the dishwasher promptly?	Yes	No
Are all broken dishes, defective utensils and open tin cans promptly discarded?	Yes	No
Are the knives kept sharp?	Yes	No
Are mesh or other cut resistant gloves in use?	Yes	No

BURNS

Are there enough pot holders or appropriate gloves for all uses?	Yes	No
Are pot holders dry and in good repair?	Yes	No
Are pot holders always used to handle hot utensils?	Yes	No
Are heat resistant gloves used on hot utensils?	Yes	No
Are the handles tight on all pots and lids?	Yes	No
Is a puller or proper tool used to reach in the oven to bring pans to the front of the oven before removing?	Yes	No
Are careful instructions given to new employees for the use of steamers, hot serving tables and trunion kettles?	Yes	No
Is care given to preventing spattering, splashing or boiling over of food?	Yes	No
Is food stirred with a long-handled spoon or paddle?	Yes	No
Are fat fires prevented by not filling deep fat containers too full?	Yes	No
Are fat fires treated by placing a cover over the fire?	Yes	No
Are steam tables, ovens, and stoves allowed to cool before cleaning?	Yes	No
Are pans properly loaded to prevent hot grease from tipping and splashing?	Yes	No

Miscellaneous Accidents

Are floors in good repair?	Yes	No
Are floors clean and dry to avoid slipping?	Yes	No
Are traffic lanes straight, and are "In" and "Out" doors marked to avoid collision?	Yes	No
Are all traffic lanes, exits and entrances clear?	Yes	No
Are electric connections made with dry hands?	Yes	No
Are the pilot lights on all burners checked before lighting gas?	Yes	No

Are trays loaded and carried carefully?	Yes	No
Are trays kept from being tilted or overcrowded when they are loaded?	Yes	No
Are closet doors kept closed?	Yes	No
Are floor mats placed where needed to prevent slipping?	Yes	No
Are floor mats placed so that workers will not trip on them when they are being cleaned?	Yes	No
Is there a place to stack cases of food so workers will not trip on them?	Yes	No
Is there a place to stack crates of produce until they can be put away?	Yes	No
Do all cupboard doors slide or have suitable catches so that the doors will stay closed?	Yes	No
Are all electric cords located so they are not a hazard for the free movement of personnel during the preparation and service of food?	Yes	No
Are all electric outlets located where water cannot be splashed or spilled on them?	Yes	No
Are greasy rags sorted in a covered metal container?	Yes	No
Are matches stored in a covered metal container?	Yes	No
Are all handles on equipment located or protected so they cannot catch on clothing?	Yes	No
Are work spaces adequately lighted?	Yes	No
Does every staff member know the locations of the shutoffs for water, electricity, gas and steam that supply the kitchen, in case of water leak or fire?	Yes	No
Are directions posted on the machine for the operation of all motor-driven equipment?	Yes	No
Are the stands of the machine equipment sturdy so that they will not tip over?	Yes	No
Is fixed equipment securely bolted to the floor or to the table or on a stand?	Yes	No
Is all motor-driven equipment grounded and is it always shut off, with operation permitted to stop, before adjustments are made or food is removed?	Yes	No
Does any gas equipment need adjusting?	Yes	No
Are pilot lights on all gas equipment operating properly and tested periodically?	Yes	No
Do all can openers cut cleanly?	Yes	No
Is a stepladder or a step stool in good repair?	Yes	No
Are there adequate first-aid supplies?	Yes	No
Are injured people sent to the nurse?	Yes	No
Is there a carbon dioxide(CO ₂) fire extinguisher in the kitchen?	Yes	No
Is the fire extinguisher easily accessible but not near the range or oven?	Yes	No
Does the staff have drills on how to operate the fire extinguisher?	Yes	No

Safe Clothing

Does everyone wear medium - or low-heeled, well-fitting shoes with soles that do not slip easily?	Yes	No
Do people wear noncombustible aprons that do not have long ties or loose pockets?	Yes	No
Do all staff members avoid wearing loose pins or earrings that may fall into food?	Yes	No
Do all employees avoid wearing bracelets that may catch on equipment handles?	Yes	No