



Seasonal Self-Inspection Checklist

Establishment Name: _____
 Completed By: _____

Location: _____
 Date: _____

Mark next to each item to indicate it has been completed or is being performed.

1	PERMIT/SUPERVISION	Check box
a	Permit Posted: Permit is posted in a conspicuous location.	
b	Food Handler Permits: Copies of food handler permits must be on file, and accessible during an inspection, for all employees.	
c	Approved Personnel: Individuals not involved in food operations are not allowed in the establishment.	
2	EMPLOYEE HEALTH/GOOD HYGENIC PRACTICES	Check box
a	Employee Health: Employees do not exhibit signs/symptoms of illness.	
b	Personal Hygiene: Employees maintain personal cleanliness, wear clean clothing, and wear hair restraints or hats.	
c	Eating, Drinking, Smoking: No eating or smoking is allowed in the establishment. Employee personal food and drinks must be stored to prevent contamination of foods and equipment.	
3	PREVENTION OF CONTAMINATION BY HANDS	Check box
a	Paper Towels and Soap: Paper towels and liquid soap are provided.	
b	No Bare Hand Contact: Employees are not using bare hands on contact with ready-to-eat foods.	
c	Handwashing: Employees are appropriately washing their hands.	
4	APPROVED SOURCE	Check box
a	Approved Source: All food is obtained from commercial or retail food establishment (restaurant or store). All food shall be prepared on-site or at a pre-approved, permitted food establishment.	
b	Other food items: Food items on-site are limited to menu items approved by the health department.	
5	PREVENTION FROM CONTAMINATION	Check box
a	Cross Contamination: Food is protected from cross contamination by separating raw animal foods from ready-to-eat foods during storage, preparation, holding, and display.	
b	Sanitizer Concentration: Chlorine bleach = 50-200 ppm or Quat = 150-400 ppm	
c	Food Contact Surfaces: All food contact surfaces are washed, rinsed and sanitized as required.	
6	TEMPERATURE CONTROL	Check box
a	Hot Holding Temperatures: Temperature Control for Safety (TCS) foods are held hot at or above 135° F.	
b	Cold Holding Temperatures: Temperature Control for Safety (TCS) foods are held cold at or below 41° F.	
c	Cooking Temperatures: Food is cooked to the minimum internal temperatures and times.	
d	Thermometers: A thermometer is provided to measure food temperatures.	
e	Cold holding equipment is equipped with a working thermometer.	
7	TOXIC SUBSTANCES/WAREWASHING	Check box
a	Chemical Storage: Approved chemicals are properly stored, labeled, and used as recommended.	
b	Sanitizer Test Strips: Appropriate test strips are available for use.	
c	Dishwashing: A dishwashing setup, consisting of three (3) basins, is available for washing (soap and water), rinsing (clean water), and sanitizing (sanitizing solution) utensils and equipment. Space is provided for utensils to air dry after sanitizing.	
8	PREVENTION OF FOOD CONTAMINATION	Check box
a	Food Storage: All food is stored at least six (6) inches off the ground.	
b	Food Labeled: All food is properly labeled, in original container, or easily identifiable.	
c	Insects, Rodents, Animals: Insects, rodents and animals are not present in the establishment. Pesticides must be approved for use in a food service establishment.	
d	Single Service Items: Single service utensils are protected from contamination.	
e	Wiping Cloths: Wet wiping cloths are properly stored and used.	

9	UTENSILS / EQUIPMENT	Check box
a	Utensil Storage: All utensils and equipment are stored at least six (6) inches off the ground. Single-service utensils provided to customers must be protected from contamination.	
b	Non-food Contact Surfaces Clean: All non-food contact surfaces are clean.	
c	In-Use Utensils: In-use food dispensing utensils are properly stored.	
d	Surfaces: All surfaces are smooth, non-absorbent and easy to clean.	
10	PHYSICAL FACILITIES	Check box
a	Garbage: Leak-proof and insect-proof garbage containers with a plastic liner must be provided.	
b	Lighting: Adequate lighting is provided. Bulbs are shielded or shatter resistant.	
c	Employee Items: Employee personal items are properly stored	