



PACIFIC
Training Solutions

*Practical
training.
Real results.*

PACIFIC TRAINING SOLUTIONS

FOOD SAFETY & HYGIENE CHECKLIST

Daily standards, checklists and training log for food handling.

Food safety protects your customers and your business's reputation. Use these daily checklists to build consistent, compliance ready habits across your team.

1

DAILY OPENING CHECKLIST

- ☐ Fridges and freezers at the correct temperature
- ☐ Food storage areas clean and organised
- ☐ Hand-washing station stocked — soap, water, towels
- ☐ Staff in clean uniform / apron, no jewellery on hands
- ☐ Surfaces and equipment cleaned and sanitised

2

DURING SERVICE CHECKLIST

- ☐ Raw and cooked food kept separate
- ☐ Food cooked and held at safe temperatures
- ☐ Staff wash hands between tasks — especially after raw food, money or rubbish
- ☐ Spills cleaned immediately
- ☐ Expired or spoiled stock removed immediately

3

DAILY CLOSING CHECKLIST

- ☐ All food stored correctly — covered, labelled, dated
- ☐ Bins emptied and area cleaned
- ☐ Equipment cleaned and turned off
- ☐ Fridge / freezer temperatures recorded
- ☐ Next day's prep noted

FOOD SAFETY & HYGIENE CHECKLIST

Daily standards, checklists and training log for food handling.

Safe Food
Happy People
Stronger
Business



4 STAFF HYGIENE STANDARDS



- ☐ No working while sick, especially with vomiting or diarrhoea
- ☐ Hands washed before starting work and after every break
- ☐ Hair tied back or covered
- ☐ Cuts and wounds covered with a waterproof dressing
- ☐ No smoking or eating in food preparation areas



Hygiene
Protects
Everyone

5 TEMPERATURE LOG



Date	Fridge Temp	Freezer Temp	Checked By

6 STAFF TRAINING LOG



Staff Name	Training Topic	Date Completed	Signed



Good Food.
Safe Practices.
Brighter Tomorrows.

