**FACILITY MAINTENANCE CHECKLIST**

 **DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ INSPECTED BY :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **IN = In compliance OUT = Out of compliance (include observation)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ITEM** | **IN / OUT** | **OBSERVATION** | **CORRECTIVE ACTION TAKEN** | **DATE REPAIRS COMPLETED** |
| **GENERAL FOOD ESTABLISHMENT EQUIPMENT** |
| COOKING EQUIPMENT (IF OUT, LIST EQUIPMENT) |  |  |  |  |
|  HOT HOLDING EQUIPMENT (IF OUT, LIST EQUIPMENT) |  |  |  |  |
| COLD HOLDING EQUIPMENT(IF OUT, LIST EQUIPMENT) |  |  |  |  |
|  BEVERAGE DISPENSERS (IF OUT, LIST EQUIPMENT) |  |  |  |  |
| COOKING HOOD- FIRE SUPRESSION SYSTEM- SEAMS- LIGHTS- FILTERS |  |  |  |  |
| ICE BINS/ ICE MACHINE |  |  |  |  |
| MEAT SLICERS/GRINDERS/ SAWS |  |  |  |  |
| WORK TABLES/CUTTING BOARDS |  |  |  |  |
| **ITEM** | **IN / OUT** | **OBSERVATION** | **CORRECTIVE ACTION TAKEN** | **DATE REPAIRS COMPLETED** |
| **PLUMBING / FIXTURES / DRAINAGE** |
| FLOOR SINKS / DRAINS  |  |  |  |  |
| AIR GAPS FOR FOOD EQUIPMENT  |  |  |  |  |
| GREASE CAPTURE – INTERCEPTOR/MACHINE |  |  |  |  |
| RPZ / VACUUM BREAKERS/PVB LOCATED WHERE REQUIRED/TESTED |  |  |  |  |
| DRAIN LINES  |  |  |  |  |
| HOT & COLD WATER SERVICE AT PRESSURE |  |  |  |  |
| **GENERAL FACILITY**  |
| CAN WASH / MAT WASH AREA  |  |  |  |  |
| LIGHT FIXTURES / SHIELDS |  |  |  |  |
|  WEATHER TIGHT DOORS / AIR CURTAINS / DOCK BOOT / PEST CONTROL  |  |  |  |  |
| HANDSINK(S) - OPERATIONAL, STOCKED (SOAP/TOWELS) |  |  |  |  |
| THREE-COMP SINK / DISH MACHINE |  |  |  |  |
|  BASE COVING / FLOORS |  |  |  |  |
| WALLS / CEILINGS  |  |  |  |  |
| WORK SURFACES |  |  |  |  |
| SEAMS, FLASHING, CLEARANCES |  |  |  |  |
| REQUIRED SIGNAGE* No smoking or 21 and over only
* Alcohol in pregnancy warning
 |  |  |  |  |