



# WHAT AND WHEN CHECKLIST CATERING AREA CLEANING

WHAT TO CLEAN	WHEN TO CLEAN									
<p>Each item and area must be cleaned in accordance to the frequency specified. A copy of each weekly Hygiene Schedule must be held on file. It is your responsibility to confirm the task has been carried out with a signature in the specific box. The day on which this item should be cleaned will be shaded.</p>										Week Commencing: .....
	FREQUENCY	MON	TUE	WED	THU	FRI	SAT	SUN	OPERATOR NAME	PRODUCT
<b>Walls and Doors</b>	Daily									LIFT
<b>Floors, Drains and Gulleys</b>	Daily									LIFT
<b>Fryers</b>	Weekly									OVEN CLEANER
<b>Ovens and Grills</b>	As Required									OVEN CLEANER
<b>Dishwashing and Glasswashing Machines</b>	After Use									EST-EEM
<b>Coffee Machine</b>	Daily									EST-EEM
<b>Sinks and Storage Shelves</b>	Daily									EST-EEM
<b>Waste Bins</b>	Daily									EST-EEM
<b>Refrigerators and Freezers</b>	Weekly									EST-EEM
<b>Work Surfaces, Chopping Boards, Knives, General Equipment - ALL FOOD CONTACT SURFACES</b>	End of Session									EST-EEM
<b>Microwave and Combi Oven</b>	Daily									EST-EEM
PERIODIC CLEANING										
<b>Racking and Shelving</b>	Quarterly									LIFT
<b>Hard Floor (Deep Clean)</b>	Quarterly									LIFT
<b>Walls (Deep Clean)</b>	Quarterly									LIFT
<b>Lights</b>	Quarterly									LIFT