# **Back of House Cleaning Checklist**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **DUTIES**  | **SUN**  | **MON**  | **TUES**  | **WED**  | **THURS**  | **FRI**  | **SAT**  |
| **SUFRACES:**  |   |   |   |   |   |   |   |
| Clean & sanitize walls where food has been splattered  |   |   |   |   |   |   |   |
| Clean & sanitize all food preparation areas including underneath items  |   |   |   |   |   |   |   |
| Drain, clean, & sanitize all sinks  |   |   |   |   |   |   |   |
| Sweep & mop all floors including walk-in fridges/ dry storage areas  |   |   |   |   |   |   |   |
| Clean and sanitize inside and outside of garbage cans  |   |   |   |   |   |   |   |
| **EQUIPMENT:**  |   |   |   |   |   |   |   |
| All cooking surfaces cleaned & sanitized  |   |   |   |   |   |   |   |
| All appliances cleaned & sanitized (ie. Toaster, coffee maker, microwave, fridge, freezers, etc.)  |   |   |   |   |   |   |   |
| Meat slicer/ grinder cleaned & sanitized  |   |   |   |   |   |   |   |
| Steam tables cleaned & sanitized  |   |   |   |   |   |   |   |
| Ice machine -outer surfaces cleaned & sanitized  |   |   |   |   |   |   |   |
| All utensils cleaned & sanitized (ie. Tongs, spatulas, ladles, etc.)  |   |   |   |   |   |   |   |
| All utensils stored in a sanitary manner  |   |   |   |   |   |   |   |
| **MISC:**  |   |   |   |   |   |   |   |
| Launder cloths, towels, aprons, coats, uniforms after each use  |   |   |   |   |   |   |   |
| Refill soap and paper towel dispensers  |   |   |   |   |   |   |   |
| All garbage’s emptied & taken out  |   |   |   |   |   |   |   |
| Windows and doors cleaned  |   |   |   |   |   |   |   |
| High touch surfaces sanitized (ie. Fridge/ freezer door handles, dry storage container lids, etc.)  |   |   |   |   |   |   |   |
| Surface Sanitizer bottles refilled  |   |   |   |   |   |   |   |
| **WEEKLY CLEANING:**  |   |   |   |   |   |   |   |
| Clean & sanitize all walls, fridges, freezers, storage areas  |   |   |   |   |   |   |   |
| Floor drains cleaned  |   |   |   |   |   |   |   |
| Ovens and deep fryers cleaned  |   |   |   |   |   |   |   |
| Hood ventilation panels cleaned  |   |   |   |   |   |   |   |
| Scrub, clean & sanitize dishwasher/ compartment sinks  |   |   |   |   |   |   |   |
| **MONTHLY CLEANING:**  |   |   |   |   |   |   |   |
| Clean & sanitize the back of cook line  |   |   |   |   |   |   |   |
| Clean & sanitize all food storage racks  |   |   |   |   |   |   |   |
| Remove any ice build up  |   |   |   |   |   |   |   |
| Empty, clean & sanitize ice machine  |   |   |   |   |   |   |   |
| Clean refrigerator coils to remove dust or mould growth  |   |   |   |   |   |   |   |
| Empty grease traps  |   |   |   |   |   |   |   |
| Ceiling/ wall vents cleaned  |   |   |   |   |   |   |   |

\*\*ALL FOOD ITEMS TO BE COVERED WHEN STORED IN FRIDGE,

FREEZER, DRY STORAGE, ETC. \*\*