# **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. \*\*