



Chatham County Public Health Department

Division of Environmental Health

FOOD SERVICE ESTABLISHMENT PRE-OPENING CHECKLIST

****Documents/Signs PROVIDED BY ENVIRONMENTAL HEALTH PLAN REVIEWER:**

- Employee Health Template(meets 2017 FOOD CODE) Provided
- Certified Food Protection Manager verified? (210 days after permit issuance)
- Hand-wash Signs and Food Safety Stickers
- No smoking signs
- Food Doc sheet for file
- Risk Category Approval Contract
- Final menu *Consumer advisory or Variances requested?
- Time as a public health control use written procedures Food Code 3-501.18G

_____ Hand-wash lavatories:

- conveniently located, 100F temp for 15 seconds
- hand cleaning liquid, powder or bar soap and hand wash sign posted
- Splash guards or separation where required
- Disposable paper towels heated-air hand drying device or air-knife system
- Waste receptacle (extra covered receptacle required in toilet rooms used by females)

_____ Thermometers provided:

- Thin probe thermometer 0-220F
- Temperature measuring device in refrigerators

_____ Approved Food Service Equipment

- Equipment approved, cleanable and properly designed/constructed
- Back flow devices and air gaps verified for beverage equipment
- Fixed equipment sealed to floor or at least 6" clearance
- Fixed equipment space to allow cleaning along sides
- Condensation lines sleeved in walk in cooler/walk in freezer
- Food shields installed, if needed
- Storage shelving 6" clearance

_____ Approved Cleaning and Sanitizing Methods

- Cleaners approved for food service
- Sanitizer: Quat or Chlorine
- Wiping cloths and sani-buckets available

_____ Food Storage/Preparation:

- No Bare Hand Contact: single use gloves, deli tissue, utensils, etc.
- Adequate refrigeration for separation of raw versus RTE foods
- Cooling food methods verified
- Date Marking
 - Equipment capable of holding 41F or less for 7 days
 - Labeling system verified

- _____ Ware-washing facilities operating properly
 - Readable data plate affixed to machine
 - Temperature measuring gauge
 - Pressure gauge (for high temp. machines)
 - Surface temperature of 160 degrees if sanitizing by heat
 - Test strips provided for low-temp dishwasher and thermolabels for hot water machines

- _____ Manual Dishwashing
 - 3 comp sink meets construction
 - Hot water 110F minimum
 - Quat or Chlorine test strips
 - Adequate air dry space
 - Back flow devices and air gaps verified for sinks

_____ Toxic substance storage area identified and segregated from food supplies.

_____ Water supply approved(well sampled if not municipal water?)

_____ Wastewater system approved

_____ All light fixtures and light bulbs must be operational to check light levels

- Bulbs shielded or shatterproof
- 10FC 30 inches above floor; walk-in, dry food storage
- 20 foot candles consumer self-service, reach-in, hand-washing, ware-washing, equipment and utensil storage, toilet rooms
- 50FC: food preparation areas where employees are working with food or utensils

_____ Floors, walls and ceiling smooth, durable, easily cleanable and clean

- Nonabsorbent surface for areas subject to moisture
- Utility service lines and pipes may not be unnecessarily exposed
- Utility service lines and pipes do not obstruct cleaning of floors, walls or ceilings
- Floor and wall junctures coved, sealed (Concrete, porous blocks, bricks finished and sealed, nonabsorbent, easily cleanable)
- Exterior doors self closing and no gaps around doors

_____ Toilet Facilities:

- Properly constructed, supplied and cleaned
- Conveniently located and accessible to employees during all hours of operation
- Toilet tissue provided at each toilet
- Self closing doors
- Walls non-absorbent, sealed, easily cleanable
- Ceiling tiles non-absorbent where subjected to moisture

_____ Garbage and refuse disposal containers:

- Approved for solid waste, cardboard and waste cooking
- Storage area for dumpster and recycling containers(does not include roll aways bins), nonabsorbent material such as concrete, asphalt smooth, durable and sloped to drain
- Receptacles(roll away bins) leak-proof, rodent-resistant, nonabsorbent
- Contract for off-site cleaning (unless cleaned on-site)
- Drain plugs in place

_____ Space provided for employee storage, clothing and other possessions

_____ Mop/service sink provided

- Storage area for mops to air dry

_____ Grease trap available, located to be easily accessible for cleaning

*New 10/21- Written Clean up of Vomit and Diarrhea plans and clean up kits must be provided by establishment.