

**This document is for the Operator/Owner
Keep This and Use It!**



Pre-opening Checklist

Answer yes to each item before scheduling a pre-opening inspection

Hand-washing facilities

- | | | |
|---------------------------------------------------------------------------------------------------|-----|----|
| 1. Is hot and cold running water available at each hand-washing sink? | Yes | No |
| 2. Are mixing valves, combination faucets or metered faucet provided at each hand-washing sink? | Yes | No |
| 3. If using metered faucets are they set for a minimum of 15 seconds? | Yes | No |
| 4. Are hand cleansers provided for all hand-washing sinks? | Yes | No |
| 5. Are approved methods for drying hands provided at all hand-washing sinks such as paper towels? | Yes | No |
| 6. Are covered waste receptacles available in unisex and women's restrooms? | Yes | No |
| 7. Are all toilet room doors self-closing? | Yes | No |

Dishwashing Facilities

- | | | |
|--------------------------------------------------------------------------------------------------------------------|-----|----|
| 1. Do all dish machines have data plates with operating specifications? | Yes | No |
| 2. Do all dish machines have the required temperature and pressure gauges that are accurately working? | Yes | No |
| 3. Is your dish machine reaching 160°F at the tray level or dispensing 50ppm chlorine residual in the final rinse? | Yes | No |
| 4. Do you have a procedure for manual cleaning and sanitizing of fixed equipment? | Yes | No |
| 5. Does the three-compartment sink have a drain board on each end of it? Or alternatives? | Yes | No |

Miscellaneous

- | | | |
|---------------------------------------------------------------------------------------------------------|-----|----|
| 1. Are all containers of chemicals, including spray bottles, clearly labeled and stored away from food? | Yes | No |
| 2. Will dry product storage be stored 6 inches off the floor? | Yes | No |
| 3. Are all food containers made of food grade materials? | Yes | No |
| 4. Do you have a system for laundering linens or work clothes? | Yes | No |
| 5. Are all food preparation areas free of carpet? | Yes | No |

Insect and Rodent Control

- | | | |
|-------------------------------------------------------------------------------------------------------------------------------|-----|----|
| 1. Are all outside doors self-closing and rodent proof? | Yes | No |
| 2. Are screens provided for doors and windows that will be kept open to the outside? | Yes | No |
| 3. Are all pipes & electrical conduit openings sealed? Is the ventilation system (exhaust and intake) protected? | Yes | No |
| 4. Is the area around the building clear of unnecessary brush, litter, boxes and other unnecessary items? | Yes | No |
| 5. Do you have a location and a procedure in place for cleaning garbage cans and floor mats? (Is the drain plumbed to sewer?) | Yes | No |

Refrigeration Units

- | | | |
|-------------------------------------------------------------|-----|----|
| 1. Are all refrigeration units operational? | Yes | No |
| 2. Does each refrigeration unit have a working thermometer? | Yes | No |
| 3. Is each refrigerator operating at 41°F or colder? | Yes | No |
| 4. Do you have a procedure for date marking? | Yes | No |

If you need this information in an alternate format, please call 503.731.4012