



FOOD CONSULTING SERVICES

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REFERENCE:	ABC 12 14
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Example Report
Super Street
Johannesburg
1871



ATTENTION:	Culinary Arts(chef@bighotels.com)
COPY:	General Manager()

CLIENT	Example Report
STORE NAME	5 Star Hotels
MANAGER ON DUTY	C Arts
AUDITOR NAME	Adrian Carter
SIGNATURE FILE	
AUDIT DATE	11 August 2014
TIME OF SURVEY	18h18 to 20h58
REPORT TYPE	Facilities

The following key result areas are covered in this report:

- Statistically-meaningful microbiological evaluation as per standard protocol.
- Thorough scrutiny of visual cleanliness throughout.
- Full appraisal of food safety practices.
- Detailed inspection of facilities, including design, structural and maintenance.
- Investigation of relevant documentation and compliance with the Law.
- Quantification of all of the above into Indices.

General Comments and interpretations of results fall outside the scope of accreditation. These are based on, inter alia, regulation R962 of Act No. 63 of 1967, SANS 10049, our own extensive field experience, and the auditor's professional expertise. This report may not be reproduced except in full. Extracts can be reproduced only with the express written permission of an FCS signatory.

“QUALITY ASSURANCE IS BUSINESS INSURANCE”

INCORPORATING: MICROBIOLOGICAL LABORATORY SERVICES
MEMBERS: T.G. THOMPSON (MANAGING), H.A. THOMPSON, G. LAWRENCE, S. RIMMEL
TESTS PERFORMED AT: FCS; 55 LOURENS DRIVE, HALFWAY HOUSE, MIDRAND, 1685

Score Summary

Actual Non-Conformance Counts and Scores

	Minor	Major	Critical
Number of non-conformances	10	5	2
Points lost	35	50	50
Percentage of total score lost	4.6%	6.5%	6.5%

Facilities

Sub-sections	Weight	Score	%
Automatic Ware Washer Facilities	75	65	86%
Manual Wash Facilities	71	61	85%
Kitchen Food Prep Areas Facilities	67	65	97%
Front Servery Food Prep Areas Facilities	62	57	91%
Food Servery/ Holding Equipment	44	42	95%
Hot Grill Areas Facilities	48	33	68%
Hand Washing Basin Facilities	85	55	64%
Ice Machine Facilities	20	10	50%
Small Refrigerator and Freezer Maintenance	66	61	92%
Walk-in Fridge and Freezer Maintenance	88	68	77%
Dry Store Maintenance	17	15	88%
Receiving Area Maintenance	7	5	71%
Kitchen Refuse Maintenance	22	17	77%
Main Refuse Area Maintenance	16	14	87%
Staff Toilets Facilities	38	28	73%
Pest Control Maintenance	40	35	87%
Section Total	766	631	82%

Overall

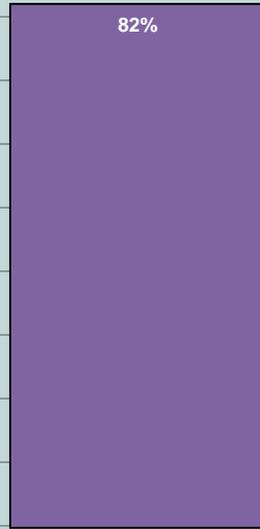
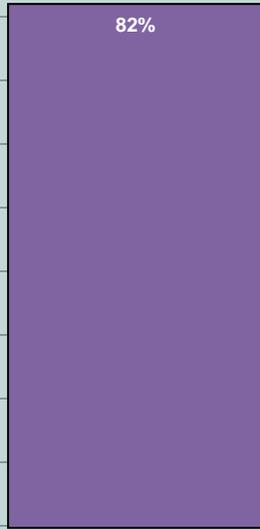
766	631	82%
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**Example Report at 5 Star Hotels
WALKTHROUGH VISUAL INDEX**

Symbol

A

100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%



Facilities

Composite

■ 11-Aug-14

Summary of Non-Conformances

Minor Non-Conformance

Major Non-Conformance

Critical Non-Conformance

Automatic Ware Washer

#	Department	Section	Comment	Marks
1	Automatic Ware Washer Facilities	The washing temperatures of the ware washing machine must be within specification (55 to 65°C unless ozone chemicals are in use, when 35 to 45°C is recommended). Allow 1°C variation.	null	10

Manual Wash Up Area

#	Department	Section	Comment	Marks
2	Manual Wash Facilities	All nylon cutting boards must be in a good condition, free from deep scratches, excessive damage and melting.	Cutting boards had deep scratches.	10

Kitchen Food Prep Areas

#	Department	Section	Comment	Marks
3	Kitchen Food Prep Areas Facilities	Wall areas should be easily cleanable, smooth and free of cracks & openings.	The wall tiles were cracked and chipped.	2

Front Servery Food Prep Areas

#	Department	Section	Comment	Marks
4	Front Servery Food Prep Areas Facilities	Shelves must be of a suitable design and material. No wood or porous materials.	Wooden shelves were noted.	5

Food Servery or Holding Equipment

#	Department	Section	Comment	Marks
5	Food Servery/ Holding Equipment	Cold display facilities must have operational temperature gauges (+- 5°C of auditors thermometer).	No temperature gauges were noted.	2

Hot Grill Areas

#	Department	Section	Comment	Marks
6	Hot Grill Areas Facilities	All food warming equipment used to keep food hot must be correctly operational and be able to keep hot foods above 65°C.	The food warming equipment was correctly not operational correctly.	10
7	Hot Grill Areas Facilities	All food warming equipment must be in a good physical condition and free from rust and flaking paint.	The food warmers had rust and flaking paint.	5

Hand Washing Basin

#	Department	Section	Comment	Marks
8	Hand Washing Basin Facilities	At the very least, each facility must have at least one dedicated hand washing basin.	There were no hand washing basins available in the pastry kitchen.	30

Ice Machines

#	Department	Section	Comment	Marks
9	Ice Machine Facilities	Ice machines must be in a good physical condition both on the exterior and interior. The doors must be closable, and if door seals are present, they must be in a good condition. The ice machine ice compartment must be completely sealed off and not open in any way.	The door seals were damaged and leaving a gap.	10

Refrigeration

#	Department	Section	Comment	Marks
10	Walk-in Fridge and Freezer Maintenance	Walk in fridges containing meat, poultry, seafood and/or milk must operate at temperatures of between 0°C and 4°C. For all other foodstuffs up to 7°C is acceptable. (If one or more fridges is warm but none is above 8°C half marks are awarded).	null	20
11	Small Refrigerator and Freezer Maintenance	All door handles to small fridge and freezers must be operational and the doors must be able to latch closed.	Door handles do not latch the doors.	5

Dry Food Storage

#	Department	Section	Comment	Marks
12	Dry Store Maintenance	All shelves in the dry store must be high enough to enable easy cleaning beneath them. This usually means at least 20cm off the floor.	Shelves were too low to allow cleaning beneath them.	2

Receiving Area

#	Department	Section	Comment	Marks
13	Receiving Area Maintenance	The floors of the interior receiving area should be in good condition and free from general damage.	The receiving area floor was damaged.	2

Refuse Accumulation

#	Department	Section	Comment	Marks
14	Main Refuse Area Maintenance	The skips and bins in the main refuse area must be closable and or have lids.	Various bins did not have any lids.	2
15	Kitchen Refuse Maintenance	Proper commercial dustbins must be used in the kitchen for the collection of refuse. No crates, buckets, boxes or bags are acceptable.	Baskets were used as bins.	5

Staff Toilets

#	Department	Section	Comment	Marks
16	Staff Toilets Facilities	The taps to the basins in the staff toilets and change rooms must be operational and water must be supplied.	the taps were operational with water supplied.	10

Pest Control

#	Department	Section	Comment	Marks
17	Pest Control Maintenance	Doors that lead directly to the outside or to back of house areas that are in a poor state should be kept closed or fitted with a self-closing device or plastic strip curtains or else a fly screen door. The screens must be in good condition.	Perimeter doors were left open.	5

Audit Photographs



Kitchen Food Prep Areas

Kitchen Food Prep Areas Facilities - Wall areas should be easily cleanable, smooth and free of cracks & openings.

Comment

The wall tiles were cracked and chipped.

Automatic Ware Washer

Automatic Ware Washer Facilities				
	Marks	Conforms	Non-conformance	Comment
The washing temperatures of the ware washing machine must be within specification (55 to 65°C unless ozone chemicals are in use, when 35 to 45°C is recommended). Allow 1°C variation.	10		✘	null
The rinsing temperature of the ware washing machine must be within specification (above 80°C; for ozone chemicals 45 to 60°C is recommended). Allow 1°C variation.	10	✔		The rinse temperature was within specification.
Wash and rinse temperature gauges must be present on the auto ware washing machine.	2	✔		Wash and rinse temperature gauges were available on the machine.
The wash and rinse gauges on the auto washer must be accurate to within 5°C of the auditor's thermometer, or else not obviously defective.	2	✔		The gauges were accurate and within specification.
The chemical dispense pumps for the auto washer must operate and be able to dispense the chemicals into the auto ware washer machine.	10	✔		The chemical pumps were operational and dispensing chemicals into the machine.
The automatic ware washer machine must be correctly operational with a wash and rinse cycle able to wash the dishes.	10	✔		The machine was correctly operational.
The prewash spray OR prewash basins must be operational and able to prewash the dirty items.	5	✔		The prewash was effective.
The taps to the auto washer basins must be in a good condition, operational and free from leaks. The basin and auto washer drain pipes must be free from leaks.	2	✔		All taps and plumbing were in good working order.
All shelves used to store clean crockery, cutlery and glassware must be in a good condition, free from rust, flaking paint etc.	5	✔		All shelves were in a good condition.
All table legs and support structures in the auto wash area must be in a good condition and free from rust and flaking paint.	2	✔		Table legs and supports were in a good condition.
The floors in the auto wash area must be in a good condition and free from cracks, chips and deep grouting.	2	✔		The floors were in a good condition.
The floor drains in the auto wash area must be in a good condition and free of blockages.	2	✔		The floors drains were in a good condition and free of blockages.
The walls in the auto wash area must be in a good condition and free from chips, cracks, flaking paint and deep grouting.	2	✔		The walls were in a good condition.
The ceilings in the auto wash area must be in a good condition, free from cracks, gaps, holes and flaking paint.	2	✔		The ceiling was in a good condition.
The lights in the auto wash area must be covered, and the covers must be in a good condition.	2	✔		All lights were correctly covered.
The washing crates for the auto ware washer must be in a good physical condition.	2	✔		The washing crates were in a good condition.
All crockery and glassware must be in a good condition and free of cracks and chips.	5	✔		Crockery and glassware was in a good condition.

Manual Wash Up Area

Manual Wash Facilities				
	Marks	Conforms	Non-conformance	Comment
A large commercial basin must be available for washing.	5			The correct basin was available.
A separate large commercial basin must be available for rinsing.	5			The correct rinse basin was noted.
All basins in the manual scullery area must be in a good condition, free from leaks.	2			The basins were in a good condition.
Hot water must be supplied at above 50°C to the manual scullery basin taps. Allow 1°C variation.	10			null
Potable water must be available and in use in the manual scullery area.	10			Potable water was available.
All plumbing at the manual wash area including taps and drains must be in a good condition and operational.	2			The plumbing was in a good condition and operational.
All shelves, including nylon cutting board racks, in the manual scullery area must be in a good condition and free from flaking paint and rust.	5			All shelves were in a good condition.
All table legs and supports at the manual wash area must be in a good condition and free from rust and flaking paint.	2			Table legs and supports were in a good condition.
The floors at the manual wash area must be in a good condition and free from cracks, chips and deep grouting.	2			The floors were in a good condition.
The floor drains at the manual wash area must be in a good condition and free of blockages.	2			The floor drains were in a good condition and free from blockages.
The walls at the manual wash area must be in a good condition and free from chips, cracks, flaking paint and deep grouting.	2			The walls were in a good condition.
The ceilings at the manual wash area must be in a good condition, free from cracks, gaps, holes and flaking paint.	2			The ceilings were in a good condition.
The lights at the manual wash area must be covered, and the covers must be in a good condition, with no cracks and chips.	2			The lights were correctly covered.
All scullery items must be in a good condition. The damage must make it difficult to clean the item, or cause the item to be ineffective, or cause potential physical contamination.	5			Scullery items were in a good condition.
All nylon cutting boards must be in a good condition, free from deep scratches, excessive damage and melting.	10			Cutting boards had deep scratches.
No aluminium items or wooden items must be present.	5			No aluminium or wooden items were noted.

Kitchen Food Prep Areas

Kitchen Food Prep Areas Facilities				
	Marks	Conforms	Non-conformance	Comment
All food contact equipment must be in a good condition and free from rust and flaking paint.	5			The equipment was in a good condition.
Equipment that is no longer operational should be stored in food preparation areas.	2			No unoperational equipment was noted.
All surfaces must be of a suitable design and material. No wood or porous materials. Stainless steel is preferred.	5			The surfaces were constructed of the correct materials.
All surfaces must be in a good condition. No cracks, bad dents, scratches, holes and pits.	5			The surfaces were in a good condition.
Shelves must be of a suitable design and material. No wood or porous materials.	5			The shelves were constructed of suitable materials.
All shelves must be in a good condition, free from rust and flaking paint and eroded galvanising.	5			The shelves were in a good condition.
All food preparation basins must be in a good condition, taps must be operational and drains free from leaks and blockages.	5			All basins and related plumbing were in a good condition.
A proper overhead design/ ceiling must be in place to cover overhead pipe work etc, and ensure effective cleaning of overhead/ ceiling areas.	2			The correct ceilings were in place.
Table legs and support structures must be in a good condition and free from rust and flaking paint.	2			Table legs and supports were in a good condition.
Floor areas should be constructed from durable, water-resistant and non-slippery materials and should be resistant to cleaning methods and chemicals.	2			The floors were constructed of suitable materials.
Floors should be free of cracks, chips and potholes with no eroded grouting.	2			The floors were in a good condition.
Floor drains, covers and surrounds (beading) should be in a good condition and free of cracks and crevices. Floor drains should have flush-fitting covers.	2			The floor drains were in a good condition.
Wall areas should be easily cleanable, smooth and free of cracks & openings.	2			The wall tiles were cracked and chipped.
Appropriate ceilings must be in place to allow cleaning and prevent pest access. No gaps in ceiling boards.	2			The ceilings were in a good condition.
All light fixtures should be covered for safety reasons and the lights and covers must be in a good condition.	5			The lights were correctly covered.
Windows (if present) and any glass and/or hard plastic equipment should be in good condition and not cracked or broken. This excludes light covers	5			The windows and glass were in a good condition.
Any vents, air-conditioning units or fans should be in a good condition and operational.	2			The ventilation units were in a good condition.
All electrical switches, plugs and cords must be in a good condition.	2			All electrical switches plugs and cords were in a good condition.
Any doors, doorways and plastic curtains must be in a good physical condition and free from chips, cracks, rust and flaking paint.	2			The doors and doorways were in a good condition.
If there is a separated cold preparation area, it must be air-conditioned to below 18°C. Allow 1°C variation.	5			null

Front Servery Food Prep Areas

Front Servery Food Prep Areas Facilities				
	Marks	Conforms	Non-conformance	Comment
All food contact equipment must be in a good condition and free from rust and flaking paint.	5			The equipment was in a good condition.
No unoperational equipment should be stored here.	2			All equipment noted was operational.
All surfaces must be of a suitable design and material. No wood or porous materials. Stainless steel is preferred.	5			The surfaces were constructed of the correct materials.
All surfaces must be in a good condition. No cracks, bad dents, scratches, holes and pits.	5			The surfaces were in a good condition.
Shelves must be of a suitable design and material. No wood or porous materials.	5			Wooden shelves were noted.
All shelves must be in a good condition, free from rust and flaking paint and eroded galvanising.	5			The shelves were in a good condition.
All food preparation basins must be in a good condition, taps must be operational and drains free from leaks and blockages.	5			All basins and related plumbing were in a good condition.
Table legs and support structures must be in a good condition and free from rust and flaking paint.	2			Table legs and supports were in a good condition.
Floor areas should be constructed from durable, water-resistant and non-slippery materials and should be resistant to cleaning methods and chemicals.	2			The floors were constructed of suitable materials.
Floors should be free of cracks, chips and potholes with no eroded grouting.	2			The floors were in a good condition.
Floor drains, covers and surrounds (beading) should be in a good condition and free of cracks and crevices. Floor drains should have flush-fitting covers.	2			The floor drains were in a good condition.
Wall areas should be easily cleanable, smooth and free of cracks & openings.	2			The walls were in a good condition.
A proper overhead design/ ceiling must be in place to cover overhead pipework etc., and ensure effective cleaning of overhead/ ceiling areas.	2			The correct ceilings were in place.
All light fixtures should be covered for safety reasons and the lights and covers must be in a good condition.	5			The lights were correctly covered.
Windows (if present) and any glass and/or hard plastic equipment should be in good condition and not cracked or broken. This excludes light covers	5			The windows and glass were in a good condition.
Any vents, air-conditioning units or fans should be in a good condition and operational.	2			The ventilation units were in a good condition.
All electrical switches, plugs and cords must be in a good condition.	2			All electrical switches plugs and cords were in a good condition.
Any doors, doorways and plastic curtains must be in a good physical condition and free from chips, cracks, rust and flaking paint.	2			The doors and doorways were in a good condition.
Appropriate ceilings must be in place to allow cleaning and prevent pest access. No gaps in ceiling boards.	2			The ceilings were in a good condition.

Food Servery or Holding Equipment

Food Servery/ Holding Equipment				
	Marks	Conforms	Non-conformance	Comment
There must be sufficient hot holding equipment to keep all displayed hot food, and back up hot food above 65.0°C.	10			Sufficient hot holding facilities were available.
Hot holding equipment must be operational, able to keep food above 65°C.	10			The hot holding equipment was correctly operational and set at the correct operating temperature.
Hot holding equipment must have operational temperature gauges (+- 5°C of auditor's thermometer).	2			The food warming equipment had operational gauges that were accurate.
Sufficient cold holding facilities must be available to keep all displayed food cold.	10			Sufficient cold holding facilities were available.
Cold display facilities must be operational and functional and must be able to keep cold food at the correct temperatures. Auto penalty if cold food is displayed without any cold display facilities.	10			The cold holding facilities were correctly operational.
Cold display facilities must have operational temperature gauges (+- 5°C of auditors thermometer).	2			No temperature gauges were noted.

Hot Grill Areas

Hot Grill Areas Facilities				
	Marks	Conforms	Non-conformance	Comment
If the hot grill area is in use and or the extraction facility is switched on, all filters and grease traps must be present in the extractor hood.	2			All filters and grease traps were present in the hood.
Any kitchen which cooks food and produces heat, grease and or moisture, must have and extraction facility.	5			An extraction facility was present.
The extractor hoods must be in good working order, and able to extract grease and moisture.	5			The extractor hood was in good working order.
The extractor hood(s) must be large enough to be able to fit all relevant heat producing equipment beneath it.	5			The extractor hood was large enough for all equipment to fit beneath it.
All relevant equipment producing heat, steam and grease must be placed completely beneath the extraction hood so that any heat grease and steam is extracted by the extractor hood. This excludes warmers, toasters, bain maries and salamanders.	2			All relevant equipment was placed beneath the extractor hood.
All food cooking equipment used to cook food must be in good working order and should be able to cook the food correctly.	5			All cooking equipment was in good working order.
All food cooking equipment must be in good physical condition and free from rust and flaking paint.	5			All cooking equipment was in a good physical condition.
All food warming equipment used to keep food hot must be correctly operational and be able to keep hot foods above 65°C.	10			The food warming equipment was correctly not operational correctly.
All food warming equipment must be in a good physical condition and free from rust and flaking paint.	5			The food warmers had rust and flaking paint.
All food warming equipment such as bain maries and warmers must have an operational temperature gauge.	2			All food warming equipment had a correctly operational temperature gauge.
All gas pipes, electrical cords and other service lines must be in a good physical condition, free from general damage, rust and flaking paint.	2			All service lines were in a good physical condition.

Hand Washing Basin

Hand Washing Basin Facilities				
	Marks	Conforms	Non-conformance	Comment
At the very least, each facility must have at least one dedicated hand washing basin.	30		✘	There were no hand washing basins available in the pastry kitchen.
Both hot and cold water must be supplied to the hand washing basin.	20	✔		Hot and cold water were supplied to the hand washing basin.
The taps to the hand washing basin must be in a good condition and in good working order.	10	✔		The taps to the hand washing basin were operational.
The water should not be too hot so that staff are not able to use the hot water. A mixer tap is preferable, but warm usable water out of the hot tap is acceptable.	15	✔		Acceptably hot water was available at the hand washing basin.
Each separate food production area in the kitchen must have a hand washing basin. Any area purely used for food servery only, just needs a hand sanitiser.	10	✔		Each separate food production area did have a dedicated hand washing basin.

Ice Machines

Ice Machine Facilities				
	Marks	Conforms	Non-conformance	Comment
Ice machines must be in a good physical condition both on the exterior and interior. The doors must be closable, and if door seals are present, they must be in a good condition. The ice machine ice compartment must be completely sealed off and not open in any way.	10		✘	The door seals were damaged and leaving a gap.
A dedicated metal or plastic ice scoop must be available. No glass, ceramic scoops are allowed. The scoop must be maintained in a good physical condition. Stainless steel scoops are recommended.	10	✔		The correct ice scoops were available and were in a good condition.

Refrigeration

Small Refrigerator and Freezer Maintenance				
	Marks	Conforms	Non-conformance	Comment
The doors to small fridge and freezers should be in good physical condition and free from holes, rust and flaking paint.	2			The doors were in a good condition.
The door seals to small fridge and freezers must be in a good physical condition, not perished and able to seal the door.	5			The doors seals were clean.
All door handles to small fridge and freezers must be operational and the doors must be able to latch closed.	5			Door handles do not latch the doors.
The should be no gaps left between the door and the small fridge or freezer so as to keep all cold air in the fridge.	2			No gaps were noted between the doors and the fridges.
The interiors of the small fridge and freezers must be in a good physical condition and free from holes, gaps, rust and flaking paint.	5			The refrigerator interiors were in a good physical condition.
The shelves of the small fridge and freezers must be in a good physical condition and free from damage, rust and flaking paint.	5			The shelves were in a good condition.
Small fridges containing meat, poultry, seafood and/or milk must operate at temperatures of between 0°C and 4°C. For all other foodstuffs up to 7°C is acceptable. (If one or more fridges is warm but none is above 8°C half marks are awarded).	20			Small refrigerators were all operating at the correct temperatures.
Small freezers containing ice-cream and the like should be maintained at temperatures below -18°C at all times, otherwise a temperature of up to -12°C is acceptable. (If one or more freezers is warm but none is above minus 10°C half marks are awarded).	20			Small freezers were all operating at the correct temperatures.
All small fridge & freezer units must have (working) in-built temperature gauges. These should not operate at temperatures more or less than 3°C of the digital thermometers reading.	2			All small refrigeration units had correctly operational temperature gauges.

Walk-in Fridge and Freezer Maintenance

	Marks	Conforms	Non-conformance	Comment
The doors to walk in fridges should be in good physical condition and free from general damage, holes, rust and flaking paint.	2	✔		The doors were clean.
All door handles to walk in fridges must be operational and the doors must be able to latch closed. All safety handles must be operational.	2	✔		The door handles were correctly operational.
The door seals to walk in fridges must be in a good physical condition, not perished and able to seal the door.	5	✔		The doors seals were clean.
There should be no gaps left between the door and the walk in fridge so as to keep all cold air in the fridge.	5	✔		There were no gaps between the doors and the fridge walls.
The floors of the walk in fridges must be in a good condition and kept smooth free from gaps, cracks, chips, deep grouting and flaking paint. Chequered aluminium OK if in good condition.	2	✔		The floors were in a good condition.
The walls of the walk in fridges should be in good physical condition and free from general damage, gaps, cracks, holes, scratches, rust and flaking paint.	2	✔		The walls were in a good condition.
The ceilings of the walk in fridges should be in good physical condition and free from general damage, gaps, cracks, holes, scratches, rust and flaking paint.	2	✔		The ceilings were in a good condition.
The lights in the walk in fridges must be operational, covered and the covers must be in a good physical condition. Lighting must be at least 220 lux.	5	✔		The lights were covered with covers in a good condition and all lights operational.
The cooling units and fan covers in the walk in fridges must be in a good physical condition and free from general damage, leaks, rust and flaking paint.	2	✔		The cooling units and fan covers were in a good condition.
The shelves in walk in fridges must be in a good physical condition and free from general damage, rust and flaking paint.	5	✔		The shelves were in a good condition.
All shelves in walk in fridges must be high enough to enable easy cleaning beneath them. This usually means at least 20cm off the floor.	2	✔		The shelves were high enough off of the floor.
There must be a sufficient number of shelves in the walk in fridges to ensure that food can be stored off the floors. No wooden pallets are allowed in the walk in fridges.	5	✔		Sufficient shelves were noted.
Plastic and or air curtains must be available on the doorways to all walk in fridges and freezers to help prevent temperature fluctuations.	5	✔		The correct curtains were in place.
Plastic and or air curtains in walk in fridges must be in such a condition that they can keep the cold air in the cold room. Small tears in the plastic curtains are OK if they are kept clean.	2	✔		The curtains were in a good condition.
Walk in fridges containing meat, poultry, seafood and/or milk must operate at temperatures of between 0°C and 4°C. For all other foodstuffs up to 7°C is acceptable. (If one or more fridges is warm but none is above 8°C half marks are awarded).	20		✘	null
Freezer rooms containing ice-cream and the like should be maintained at temperatures below -18°C at all times, otherwise a temperature of up to -12°C is acceptable. (If one or more freezers is warm but none is above minus 10°C half marks are awarded).	20	✔		Walk in freezers were all operating at the correct temperatures.
All walk in fridge & freezer units must have (working) in-built temperature gauges. These should not operate at temperatures more or less than 3°C of the digital thermometers reading.	2	✔		All walk in refrigeration units had correctly operational temperature gauges.

Dry Food Storage

Dry Store Maintenance				
	Marks	Conforms	Non-conformance	Comment
The doors to the dry store must be in a good physical condition and free from general damage, holes, rust and flaking paint.	2			The door was in a good condition.
The floors to the dry store must be in a good physical condition, free from deep grouting, holes, cracks, flaking paint and crevices.	2			The floors were in a good condition.
The walls in the dry store must be in a good physical condition and free from holes, cracks, crevices, damp and flaking paint.	2			The walls were in a good condition.
There must be proper ceilings or overhead areas in the dry store to hide any pipework, ducts etc. The ceilings in the dry store must be in a good physical condition and free from gaps, holes, rust and flaking paint.	2			Ceilings were present and were in a good condition.
The lights in the dry store must be covered and the covers must be in a good condition and free from crack and chips. Lighting must be 220 lux.	2			The lights were correctly covered and lights were correctly operational.
The shelves in the dry store must be in a good physical condition and free from rust and flaking paint. Wood must be covered in melamine, varnished or painted.	5			The shelves were in a good physical condition.
All shelves in the dry store must be high enough to enable easy cleaning beneath them. This usually means at least 20cm off the floor.	2			Shelves were too low to allow cleaning beneath them.

Receiving Area

Receiving Area Maintenance				
	Marks	Conforms	Non-conformance	Comment
The receiving area should be situated away from the refuse area.	5			The receiving area was acceptably far away enough from the refuse area.
The floors of the interior receiving area should be in good condition and free from general damage.	2			The receiving area floor was damaged.

Refuse Accumulation

Kitchen Refuse Maintenance				
	Marks	Conforms	Non-conformance	Comment
Proper commercial dustbins must be used in the kitchen for the collection of refuse. No crates, buckets, boxes or bags are acceptable.	5		✘	Baskets were used as bins.
Each refuse bin in the kitchen must have a lid and the lid must be with the bin, or within easy reach.	5	✔		Each bin had an available lid.
The refuse bins in the kitchen must be different or distinguishable from any food bins so that there is no possibility of refuse bins being used for the storage of food.	10	✔		Refuse bins were sufficiently distinguishable from any food bins/containers.
All refuse bins in the kitchen must be in a good physical condition and free from cracks and holes.	2	✔		Refuse bins were in a good condition.

Main Refuse Area Maintenance				
	Marks	Conforms	Non-conformance	Comment
The main refuse area must be weather and pest proof, and thus needs a roof, walls and a door.	5			The main refuse area was weather and pest proof.
The main refuse area's walls, floors, doors and ceiling should be in a good condition and free from cracks, bad chips, rust, flaking paint etc.	2	✔		The main refuse area was in an acceptable condition.
The skips and bins in the main refuse area must be in a good physical condition and free from holes, cracks, rust and flaking paint.	2	✔		The skips and bins were in an acceptable condition.
The skips and bins in the main refuse area must be closable and or have lids.	2		✘	Various bins did not have any lids.
There must be sufficient bins and skips available in the main refuse area to ensure that all the refuse (except boxes and plastic) can be correctly stored off the floor.	5	✔		Sufficient skips and bins were available.

Staff Toilets

Staff Toilets Facilities				
	Marks	Conforms	Non-conformance	Comment
The toilets and seats in the staff toilets must be in a good physical condition and the toilet must be able to flush.	10			Toilets were in a good condition and able to flush.
The general floors, walls and ceilings of the toilets and change rooms must be in a good condition.	2			General areas were in a good condition.
The hand basins in the staff toilets and change rooms must be in a good physical condition and not blocked.	2			The hand basins were operational and in a good condition.
The taps to the basins in the staff toilets and change rooms must be operational and water must be supplied.	10			the taps were operational with water supplied.
Hot or at least warm water must be available at the hand basins at the staff change rooms.	5			Hot water was available.
The staff toilets must not lead directly into the kitchen.	5			The toilets did not lead into the kitchen.
The lockers in the staff change rooms must be in a good physical condition and free from general damage, rust and flaking paint.	2			The lockers were in a good condition.
The showers in the staff change rooms must be in a good physical condition.	2			The showers were in a good condition.

Pest Control

Pest Control Maintenance				
	Marks	Conforms	Non-conformance	Comment
The kitchen must be well pest proofed and free from holes, gaps and cracks through which vermin can enter and breed in the kitchen.	5	✔		The kitchen was pest proofed.
All opening perimeter windows must either be kept closed, or if opened, must be fitted with insect screens. The screens must be in good condition.	10	✔		No problems were noted with the windows.
Doors that lead directly to the outside or to back of house areas that are in a poor state should be kept closed or fitted with a self-closing device or plastic strip curtains or else a fly screen door. The screens must be in good condition.	5		✘	Perimeter doors were left open.
All perimeter doors and windows must be free from large gaps when closed, so as to prevent the entry of pests.	5	✔		The perimeter doors were free from large gaps.
As necessary (i.e. if there has been any presence of flies) an appropriate number of fly-killing devices should be present (e.g. at least one present at all kitchen entrances leading directly outside).	5	✔		An appropriate number of fly-killing devices were present.
If fly killers are present, they must all be operational.	5	✔		The fly killers were all operational.
Electronic fly killers must be located correctly (e.g. near entrances and not above food preparation surfaces or near clean items).	5	✔		The fly killers were correctly located.

-- END OF REPORT --