

Business Checklist for the Food Hygiene Rating Scheme

Food Safety Management System		
Do you have a documented Food Safety Management System? For small businesses we recommend the 'Safer Food Better Business' pack which is downloadable and available free from: www.food.gov.uk If you do not quite understand what is required for <i>your</i> business, please contact Blaby District Council environmental health department	Y	N
Do you record your monitoring checks? (Safer Food, Better Business diary or your own temperature record sheets)	Y	N
Food Handling Practices and Cleaning		
Do you have a wash hand basin that is easy for food handlers to get to?	Y	N
Do wash hand basins have hot water, soap and do you have something hygienic to dry hands with?	Y	N
Do you and your staff follow good personal hygiene, including frequent hand washing?	Y	N
Do your staff tell you if they are suffering from sickness and / or diarrhoea?	Y	N
Do you and your staff use clean protective over-clothing?	Y	N
Do you have controls in place to prevent cross-contamination occurring during delivery, storage, preparation, cooking and service?	Y	N
Do you and your staff clean as you go?	Y	N
Are work surfaces and equipment kept clean and sanitised/disinfected?	Y	N
Are the hand contact surfaces, such as taps, door, drawer and fridge handles and light switches clean?	Y	N
Are floors, walls and ceilings kept clean?	Y	N
Temperature Control		
Do you make sure food is thoroughly cooked? (e.g. by using a probe thermometer)	Y	N
Do you use sanitising wipes with your probe thermometer?	Y	N
Do you keep foods at the right temperature? (chilled foods kept below 8°C hot food is cooked and/or reheated to a centre temperature above 75 °C (or equivalent) or stored above 63°C).	Y	N
Training - including Instruction and Supervision		
Do your staff understand your Food Safety Management System and follow good food handling practices?	Y	N
Have your staff received food hygiene training and/or adequate instruction and supervision?	Y	N
Structure		
Do the design and construction of your premises meet legal requirements?	Y	N
Are floors, walls and ceilings in good repair?	Y	N
Are there adequate food preparation surfaces which are kept in good repair?	Y	N
Are your food rooms free from pests? (rats, mice, insects etc)	Y	N
Do you check for signs of pests in your premises?	Y	N
Do you use licensed waste disposal contractors for waste oil and refuse?	Y	N