

Food fresh and in-date.
Packed lunches checked and used within 4 hours of preparation.
No physical or chemical or pest contamination of stored food.

Closing checks date:

Unused food put away correctly.
Leftover food and past sell-by-date food discarded.
Crockery and utensils washed up and put away dry.
Rubbish removed/bin cleaned.
Dirty cloths removed for washing and replaced.
Work surface clean and disinfected.
Floors clean.

Report any problem(s) here

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Action taken

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Further guidance

Safer Food Better Business (Food Standards Agency)
www.food.gov.uk/foodindustry/regulation/hygleg/hyglegresources/sfbb/sfbbcaterers