

Cleaning and Sanitizer Log

Week of:

Location:

Sanitizer product and label strength:

Date	Time	Where (sink, bucket, dish machine)	Sanitizer type	Strength (ppm) or rinse °F	Water °F	In range? Y/N	If out of range: what you did	Initials

Chlorine: 50–99 ppm in water at 75°F+ (pH 8 or less) or 100°F+ (pH up to 10), or 100 ppm at 55°F+; at least 10 seconds contact. **Quat:** the strength on the label, water 75°F+, at least 30 seconds or the label time. **Iodine:** 12.5–25 ppm, 68°F+, pH 5 or less, 30 seconds.

Hot water: manual sinks 171°F+ for 30 seconds; dish machine final rinse 180°F (165°F for stationary-rack, single-temperature machines), never above 194°F. **If out of range:** remix or reheat, retest, and rewash anything sanitized since the last good test.

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Food Receiving Log

Week of: _____

Location: _____

Person in charge: _____

Date and time	Supplier	Product	Temp °F (or "frozen")	Packaging OK? Y/N	Accepted or rejected	Reason or action	Initials

Accept: refrigerated TCS food at 41°F or below; hot food at 135°F or above; frozen food frozen solid; raw shell eggs from a truck at 45°F or below. Milk and live shellfish may arrive at the temperature their own rules allow, then must reach 41°F within 4 hours.

Reject: food above these temperatures, signs of thawing and refreezing (large ice crystals, frozen liquid in the box), torn, leaking, swollen, or badly dented packages, and shellfish without tags. Keep shellfish tags 90 days after the last one is served.

Hot and Cold Holding Temperature Log

Station (steam table, salad bar, prep rail): _____

Date: _____

Person in charge: _____

Time	Food item	Hot or cold	Temp °F	In range? Y/N	If out of range: what you did	Temp after fix °F	Initials

Hot holding: 135°F or above (roasts cooked to the Food Code's roast times may be held at 130°F). **Cold holding:** 41°F or below. Probe the food, not the air or the water around the pan.

If it's out of range: hot food can be reheated to 165°F and held hot again, and cold food can be chilled, if you know it's been out of range for less than 2 hours. Otherwise, or if you don't know how long, discard it.

Unit and location: _____ Month and year: _____ Circle one: Refrigerator / Freezer

[illegible]

If a refrigerator reads above 41°F: probe the food and call for service. Chill and keep TCS food you know has been above 41°F for less than 2 hours. Discard it if it has been longer, or if you don't know how long.

Thermometer Calibration Log

Location: _____

Month and year: _____

Person in charge: _____

Date	Thermometer (type or ID)	Method (ice or boiling)	Should read °F	Read °F	Adjusted? Y/N	Read after °F	Replaced or removed? Y/N	Initials

Accuracy: food thermometers within $\pm 2^{\circ}\text{F}$ ($\pm 1^{\circ}\text{C}$); refrigerator and other air or water thermometers within $\pm 3^{\circ}\text{F}$ ($\pm 1.5^{\circ}\text{C}$). Calibrate as the manufacturer directs.

Ice point: fill a glass with ice, add cold water, stir, wait a minute or two, and hold the probe in the center: it should read 32°F . If it can't be adjusted to within 2°F , take it out of service.

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