INSPECTIONS

Getting ready for an inspection

Clean Hands
Food safety in your language

Be ready every day, not only when the inspector comes.

1 PAPERWORK



Records up to date

- Keep your food safety pack on site
- Fill in your diary every day
- Keep diary pages until the next inspection

Why? The officer checks how you manage food safety, not only how clean you are.

2 TEMPERATURES



Fridge 5°C or less

- Check fridges and freezers at least once a day
- By law, chilled food must never be above 8°C
- Keep hot food at 63°C or above

Why? Germs can grow in food that is not kept cold or hot enough.

3 CLEANING



Clean and disinfect

- Follow your cleaning schedule
- Use a disinfectant with BS EN 1276 or 13697 on the label
- Store chemicals away from food

Why? You must be able to prove that you clean well.

4 STAFF



Trained staff

- Train staff in hygiene and allergens
- Write down all training
- Staff must tell you if they are ill

Why? Staff need to know the rules and follow them every day.

ON THE DAY

Show your records.
Answer questions honestly. Ask the officer what you can do better.

AFTER

Fix problems quickly.
The officer tells you what to improve. Make the changes and keep proof.

Based on Food Standards Agency and NHS advice.
Free to print and share.
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