

HOT AND COLD Record page 1 of 2

TO BE USED WITH THE HOT AND COLD TEMPERATURE CONTROL HOUSE RULES

Week Commencing

DELIVERY OF FOOD ITEMS – decide which supplier(s) to check each day.							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Supplier's name (see delivery note)							
Critical Limit (Temperature or Time) • Chilled: • Frozen:							
Food condition • Packaging/Contamination Within date codes • 'Use-by' or 'Best-before'							
Corrective Actions • Reject Food • Review supplier • Review staff training							
COLD FOOD RECORD							
Refrigerated Unit 1 (check temp twice daily) • Critical Limit:°C°C°C°C°C°C°C°C°C°C°C°C°C°C°C
Refrigerated Unit 2 (check temp twice daily) • Critical Limit:°C°C°C°C°C°C°C°C°C°C°C°C°C°C°C
Refrigerated Unit 3 (check temp twice daily) • Critical Limit:°C°C°C°C°C°C°C°C°C°C°C°C°C°C°C
Freezer 1 (check function or record temp of unit once daily *) • Critical Limit: or°C							
Freezer 2 (check function or record temp of unit once daily *) • Critical Limit: or°C							
Freezer 3 (check function or record temp of unit once daily *) • Critical Limit: or°C							
Corrective Actions • Recheck Temperature • Consider if food safe to use • Review staff training							
INITIALS							

* If you choose to check the function, you should do a probe check as backup periodically.

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HOT TEMPERATURE RECORD - You determine the monitoring frequency in your Temperature Control House Rules

Write Your Critical Limit for Cooking here :

Write Your Critical Limit for Cooling here :

Write Your Critical Limit for Reheating here :

Write Your Critical Limit for Hot Holding here :

Food Item	Cooking	Cooling		Reheating	Hot Holding
	Core Temperature	Time Started Cooling	Time Finished Cooling	Core Temperature	Core Temperature
Mon					
Tue					
Wed					
Thu					
Fri					
Sat					
Sun					

Corrective Actions:

General: Review staff training
Consider if food is safe to use / dispose of food which may be contaminated

Cooking: Continue cooking until your specified temperature is achieved

Cooling: Revise cooling procedure/review staff training

Reheating: Continue reheating until your specified temperature is achieved

Hot Holding: Revise hot holding procedures

The following checks require to be carried out by the Manager/ Proprietor:

	Yes	No	N/A
Have all of the House Rules been followed, including the Cleaning Schedule, and any necessary temperature checks recorded?			
Has the monthly probe thermometer check been carried out?			
Have you reviewed your system if any changes occurred?			

If the answer to any of the above questions is **NO** then record what went wrong and the corrective action taken.

House Rules Not Followed	Corrective Action Taken

Manager / Proprietor's Signature Date