



HO2

Opening and closing checks for Roberts Restaurant (stores)

Opening checks

You should do these checks at the beginning of the day:

- The fridges and freezers are working properly.
- Staff are fit for work and wearing clean work clothes.
- Food preparation areas are clean (work surfaces, equipment, utensils, knives, trolleys etc.)
- Handwashing basins are stocked with adequate supplies (soap, paper towels etc.)

Closing checks

You should do these checks at the end of the day:

- No food is left out.
- Food past its 'use by' date has been thrown away correctly.
- Dirty cloths have been removed for cleaning and replaced with clean ones.
- Waste has been removed and new bags put into the bins.
- The SFBB diary has been completed (reporting by exception) and signed and dated.