

Sanitation and Hygiene Checklist



Management Oversight

- Premises have a cleaning regime in place, including spring cleaning once every _____ months.
- Person responsible for the cleaning regime is:



Cleaning Methodology

- Premises are cleaned daily and ventilated regularly
- Enhanced cleaning and disinfection are done at areas with frequent touchpoints or that are heavily soiled
- Cloths for cleaning and sanitising are differentiated by colours
- Food preparation areas, equipment and dining areas are cleaned and sanitised



Toilet Cleanliness

- Hand-washing and toilet-flushing facilities are functioning well
- Ensure constant supply of liquid soap and toilet paper
- Toilets are cleaned and disinfected _____ times a day



General Public Hygiene

- Pest management programme is in place
- Waste is handled with gloves/tongs, bagged properly, and bins are emptied regularly
- Back-of-house waste management areas are washed and disinfected regularly after refuse collection
- Premises comply fully with the sanitation and hygiene advisory put out by the National Environment Agency