

Daily Cleaning Checklist

5 Steps to Properly Clean and Sanitize

1. Remove food or debris from surface
2. Wash Surface
3. Rinse Surface
4. Sanitize with approved sanitizing agent
5. Let dry

This process needs to be followed at the start and end of a shift and between tasks or after contact with a contaminated item.

AREAS TO ADDRESS

Set up sanitizer wipes and buckets with towels at all workstations

All food contact surfaces

- Prep tables and surfaces
- Cutting Boards
- Knives/Utensils
- All Equipment
- Plate ware
- Beverage equipment

All areas regularly touched by employees/guests

- Restrooms (toilets, sinks, paper towel dispensers, etc.)
- Door Handles
- Touch Screen Registers
- Drive-thru window ledges
- Every surface such as chairs, tables, bar and booths, check presenters, menus, digital ordering devices
- All Handrails
- Delivery vehicle interiors and any reusable delivery shipping/warming units

Non-Food contact surfaces

- Receiving doors
- Phones
- Reach-in and walk-in-doors
- In-place equipment
- Anything that cannot be washed in 3 compartment sinks
- Trash Cans and recyclables
- Area around and basins of sinks when not in use