

FOOD SERVICE & CAFETERIA CLEANING CHECKLIST

High-Touch Surface Sanitation Log for Food Service, Dining Halls & Cafeterias

Always follow Health Department regulations.

Instructions: Check off surfaces after cleaning/sanitizing. Record date, time, food-safe product used, and staff initials. Clean prep areas between food types and dining areas between meal periods.

Facility: _____

Date: _____ Shift: _____

Area	High-Touch Surface	Surface Type	Frequency	Products Used	Time	Done <input checked="" type="checkbox"/>	Initials
Prep Areas	Counters, cutting boards	Food-contact	Between food types; min 4hrs				
	Equipment handles, knobs	Steel/chrome	Between food types; min 4hrs				
	Refrigerator/freezer handles	Stainless steel	Every 4 hours				
	Sink faucets, spray nozzles	Chrome/steel	Every 4 hours				
Dining Zones	Tables	Laminate/food	Between dining periods				
	Chairs	Plastic	Between dining periods				
	Trays, condiment containers	Food plastic	Between dining periods				
	Door handles, push bars	Metal/plastic	Between dining periods				
Beverage Stations	Dispenser buttons, handles	Plastic/steel	Every 2 hours				
	Countertops	Food-contact	Every 2 hours				
	Ice machine doors, scoops	Steel/plastic	Every 4 hours				
Payment Areas	POS terminals	Electronics	Hourly during service				
	Counters	Laminate	Hourly during service				
	Credit card readers, pens	Plastic/metal	Hourly during service				

Food Safety Reminders:

- ☒ Use only food-contact-safe sanitizers and disinfectants
- ☒ Allow proper contact time per manufacturer instructions (typically 30-60 seconds)
- ☒ Clean AND sanitize food-contact surfaces - cleaning removes debris, sanitizing kills pathogens
- ☒ Change sanitizer solutions per schedule or when visibly soiled
- ☒ Test sanitizer concentration with test strips (50-200 ppm for quaternary ammonium)
- ☒ Never use dish soap as a sanitizer - it cleans but does not kill bacteria
- ☒ Wash hands before and after cleaning/sanitizing tasks

Food Storage Temperature Log (Record 2x Daily):

Equipment	Temp (°F)	Safe Range	Time	Initials
Walk-in Cooler		≤41°F		
Walk-in Freezer		≤0°F		
Prep Cooler		≤41°F		

Health Violations / Equipment Issues / Supply Needs:

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*This checklist is provided as a general guide for high-touch surface cleaning. The Cleaning Station assumes no responsibility or liability for any damages, injuries, or misuse of products resulting from the use of this checklist. It is the responsibility of the user to follow all manufacturer instructions, safety guidelines, and industry best practices when using cleaning products and equipment. Always test products on a small, inconspicuous area before full application.