

FOOD ESTABLISHMENT SELF INSPECTION CHECKLIST

CITY OF PHILADELPHIA
DEPARTMENT OF PUBLIC HEALTH

ESTABLISHMENT NAME		ADDRESS	
DATE	CERTIFIED FOODHANDLER	CERTIFICATE NUMBER	

S = SATISFACTORY

NI = NEEDS IMPROVEMENT

U = UNSATISFACTORY

CONDITIONS NOTED	S	NI	U	COMMENTS
1. Incoming Foods checked: Quality, Satisfactory Temp., Signs of Vermin.				
2. Foods properly rotated: "First in first out". Signs of spoilage or contamination.				
3. Temperature controls and logs:				
a) Refrigeration checked daily prior to operation and temperature log maintained.				
b) Refrigerated food temperatures adequate - <41°F refrigerated; <0°F frozen.				
c) Internal cooking temperature monitored.				
d) Displayed foods checked hourly - <41°F or >140°F.				
e) No potentially hazardous foods held at room temperature. Time food is exposed to room temperature during preparation is limited to prevent warming of the foods.				
4. Sources of Food Contamination:				
a) All chemicals properly stored and labeled.				
b) All food and supplies off the floor / Exposed foods in storage covered.				
c) Shields for all lights.				
5. Pest Control - No signs of vermin activity:				
a) Pest control program in place / management knows how all control measures are used.				
b) Doors & windows to exterior in good repair and tight fitting.				
6. Employee Hygiene - Clean clothing / aprons:				
a) Food handlers - No open cuts, sores, other skin conditions, or infection.				
b) Head coverings used.				
7) Handwashing - Soap & single service towels at sink:				
a) Employee handwashing monitored.				
b) Sink available. Fixtures clean & in good repair.				
c) Handwash reminder sign posted.				
8. Utensil cleaning. Glasses, flatware, utensils clean:				
a) Cleaning equipment properly set up & used.				
b) Sanitizer concentration monitored.				
9. Equipment - Clean & in good repair:				
a) Daily cleaning schedule posted and in use.				
10. Toilet rooms clean, in good condition, & properly supplied.				
11. Floors, walls, ceilings clean & in good repair.				
12. Mechanical ventilation clean & filters in place. Date of last system cleaning posted.				
13. Outer premises clean, no puddled water, no holes or openings.				
14. Interior & Exterior Trash storage - Container clean, covered, in good repair, area clean.				