

After Each Use Cleaning Schedule Log:

Date: _____

Instructions: Prepare a sanitizing solution to clean and sanitize the surfaces and equipment.

Sanitizer Concentration: Chlorine = 100 PPM; QUAT = 200 PPM; Iodine = 25 PPM

*Verify concentration using sanitizer test strips

Work Area / Equipment	Time Cleaned / Employee Initials	Time Cleaned / Employee Initials	Time Cleaned / Employee Initials	Time Cleaned / Employee Initials	Time Cleaned / Employee Initials	Time Cleaned / Employee Initials	Time Cleaned / Employee Initials
Kitchen / Food Preparation Area							
Dishwashing Area							
Cooler & Freezers							
Dry Goods Storage Area							
Public / Staff Washrooms							
Other							

Verified By (Supervisor or Manager): _____ / Verification Date: _____

After Each Use Cleaning Schedule Log:

Date: 08/07/2024

Work Area / Equipment	Time Cleaned / Employee Initials	Time Cleaned / Employee Initials	Time Cleaned / Employee Initials	Time Cleaned / Employee Initials	Time Cleaned / Employee Initials	Time Cleaned / Employee Initials	Time Cleaned / Employee Initials
Kitchen / Food Preparation Area							
Cutting Boards	9:30 AM / MM	11:00 AM / MM	11:30 AM / MM	2:30 PM / MM			
Counter Tops	9:45 AM / MM	11:30 AM / MM	1:00 PM / MM	2:15 PM / MM			
Deli Slicer	10:00 AM / MM						
Food Prep Tables - Top	9:30 AM / MM	10:30 AM / MM	11:15 AM / MM	12:45 PM / MM			
Dishwashing Area							
Cooler & Freezers							
Dry Goods Storage Area							
Public / Staff Washrooms							
Other							

Verified By (Supervisor or Manager): Madison M. / Verification Date: 08/07/2024



Instructions: Prepare a sanitizing solution to clean and sanitize the surfaces and equipment.

Sanitizer Concentration: Chlorine = 100 PPM; QUAT = 200 PPM; Iodine = 25 PPM

**Verify concentration using sanitizer test strips*

Daily Cleaning Schedule Log:

Week: _____

Work Area / Equipment	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Kitchen / Food Preparation Area							
Dishwashing Area							
Cooler & Freezers							
Dry Goods Storage Area							
Public / Staff Washrooms							
Other							

Verified by (supervisor or manager): _____ / Verification Date: _____

Daily Cleaning Schedule Log Example:

Week: 01/07/2024 - 07/07/2024

Work Area / Equipment	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Kitchen / Food Preparation Area							
Oven	MM	MM	MM	MM	MM	MM	MM
Flatbed Grill	MM	MM	MM	MM	MM	MM	MM
Floors – Under Main Line Equipment	MM	MM	MM	MM	MM	MM	MM
Ice Cream Dipping Well / Scoops	MM	MM	MM	MM	MM	MM	MM
Ice Scoop / Scoop Container	MM	MM	MM	MM	MM	MM	MM
Hand Wash Basins	MM	MM	MM	MM	MM	MM	MM
Microwaves (Interior & Exterior)	MM	MM	MM	MM	MM	MM	MM
Dishwashing Area							
Dishwasher (Exterior)	MM	MM	MM	MM	MM	MM	MM
Floor	MM	MM	MM	MM	MM	MM	MM
Garbage Containers	MM	MM	MM	MM	MM	MM	MM
Dishwasher Filter / Screen	MM	MM	MM	MM	MM	MM	MM
Cooler & Freezers							
Display Coolers	MM	MM	MM	MM	MM	MM	MM
Floor	MM	MM	MM	MM	MM	MM	MM
Reach In Coolers	MM	MM	MM	MM	MM	MM	MM
Dry Goods Storage Area							
Floor	MM	MM	MM	MM	MM	MM	MM
Public / Staff Washrooms							
Infant Diaper Change Tables	MM	MM	MM	MM	MM	MM	MM
Floor	MM	MM	MM	MM	MM	MM	MM
Garbage Bins	MM	MM	MM	MM	MM	MM	MM
Handwash Basin	MM	MM	MM	MM	MM	MM	MM
Toilets	MM	MM	MM	MM	MM	MM	MM
Other							

Verified by (supervisor or manager): Madison M. / Verification Date: 07/07/2024



Instructions: Prepare a sanitizing solution to clean and sanitize the surfaces and equipment.

Sanitizer Concentration: Chlorine = 100 PPM; QUAT = 200 PPM; Iodine = 25 PPM

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Weekly Cleaning Schedule Log:

Work Area / Equipment	Month				Month			
	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4
Kitchen / Food Preparation Area								
Dishwashing Area								
Cooler & Freezers								
Dry Goods Storage Area								
Public / Staff Washrooms								
Other								

Verified by (supervisor or manager): _____ / Verification Date: _____

Weekly Cleaning Schedule Log Example:

Work Area / Equipment	July				August			
	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4
Kitchen / Food Preparation Area								
Ice Cube Machine (Interior & Exterior)	MM	MM	MM	MM	MM	MM	MM	MM
Deep Fryers	MM	MM	MM	MM	MM	MM	MM	MM
Food Storage Bins, Containers, Shelves	MM	MM	MM	MM	MM	MM	MM	MM
Plate, Glassware Storage	MM	MM	MM	MM	MM	MM	MM	MM
Pop Machine, Dispensing Equipment	MM	MM	MM	MM	MM	MM	MM	MM
Salamanders, Broilers	MM	MM	MM	MM	MM	MM	MM	MM
Walls	MM	MM	MM	MM	MM	MM	MM	MM
Utensil Storage – Bins, Containers, Drawers	MM	MM	MM	MM	MM	MM	MM	MM
Heat Lamp Units	MM	MM	MM	MM	MM	MM	MM	MM
Dishwashing Area								
Above Ground Grease Trap (Exterior)	MM	MM	MM	MM	MM	MM	MM	MM
Dish, Plate, Utensil, Cutlery – Containers & Shelves	MM	MM	MM	MM	MM	MM	MM	MM
Cooler & Freezers								
Reach In Cooler Compressor	MM	MM	MM	MM	MM	MM	MM	MM
Storage Shelves	MM	MM	MM	MM	MM	MM	MM	MM
Walls, Ceiling	MM	MM	MM	MM	MM	MM	MM	MM
Dry Goods Storage Area								
Food Storage Bins, Containers, Shelves	MM	MM	MM	MM	MM	MM	MM	MM
Public / Staff Washrooms								
Staff Lockers	MM	MM	MM	MM	MM	MM	MM	MM
Other								
Chemical / Utility Room	MM	MM	MM	MM	MM	MM	MM	MM

Verified by (supervisor or manager): Madison M. / Verification Date: 31/08/2024



Monthly Cleaning Schedule Log:

Instructions: Prepare a sanitizing solution to clean and sanitize the surfaces and equipment.

Sanitizer Concentration: Chlorine = 100 PPM; QUAT = 200 PPM; Iodine = 25 PPM

*Verify concentration using sanitizer test strips

Work Area / Equipment	Month	Month	Month	Month	Month	Month
Kitchen / Food Preparation Area						
Dishwashing Area						
Cooler & Freezers						
Dry Goods Storage Area						
Public / Staff Washrooms						
Other						

Verified by (supervisor or manager): _____ / Verification Date: _____

Monthly Cleaning Schedule Log Example:

Work Area / Equipment	January	February	March	April	May	June
Kitchen / Food Preparation Area						
Ceiling, Ceiling Fans, Covers, Tiles	MM	MM	MM	MM	MM	MM
Hood Vent Covers	MM	MM	MM	MM	MM	MM
Pipers & Cables – Electric, Gas, Water	MM	MM	MM	MM	MM	MM
Dishwashing Area						
Cooler & Freezers						
Compressor Unit – Fan, Filter	MM	MM	MM	MM	MM	MM
Dry Goods Storage Area						
Walls, Ceiling, Light Covers	MM	MM	MM	MM	MM	MM
Public / Staff Washrooms						
Other						

Verified by (supervisor or manager): Madison M. / Verification Date: 30/06/2024