

Addendum D 1-4-2010

Report Marking Instructions with 2005 Food Code References

For each item, indicate one of the following for OBSERVATIONAL STATUS:

IN – Item found in compliance

NO – Not observed

OUT – Item found out of compliance

NA – Not applicable

Where no option occurs for marking NO or NA, these have been removed from the Marking Instructions.

The STANDARD may mark an item “S” to reflect a disagreement in a case where the Candidate has the opportunity to make an observation or take a measurement and fails to do so, and intervention by the STANDARD would alert the Candidate to the missed opportunity.

The Reliance of Statements made by the Person In Charge (PIC) in Determining Compliance with Provisions of the Food Code.

Communication

The FDA Procedures for STANDARDIZATION of Retail Food Inspection/Training Officers stresses open communication between the candidate and operator. To be an effective communicator, the candidate is expected to ask questions relative to the flow of food through the establishment, preparation and cooking procedures, as well as employee health and normal everyday operation of the facility. Responses to questions give the candidate a better idea of the controlled and uncontrolled risk factors found in the facility and allows for better budgeting of time resources while conducting the inspection. By assessing risk factors that are suspected of being uncontrolled at times other than the inspection (i.e., before or after the inspection), time can be better spent on troubleshooting problems and bringing the risk factors back under control through proper intervention strategies. The candidate is expected to relay deficiencies in the operation to the PIC so that on-site and long-term corrective action can be initiated.

The Interviewing Process

During this questioning, statements made by the PIC or FOOD EMPLOYEES can often be used to support or augment direct observations and, in some very limited cases, can be used as the sole basis for determining compliance with provisions of the Food Code.

Guidelines for Using Statements Made by the PIC or Food Workers to Determine Compliance (Further guidance is provided in the Marking Instructions.)

IN/OUT

Generally, a mark of OUT must be based on actual observations noted in the facility at the time of the inspection. Regulatory action must be based on evidence gathered during an inspection and not based solely on a PIC’s incorrect answer to a question asked by the candidate. For instance, the PIC tells the inspector, “I slice ham using my bare hands.” This would most definitely be an item for discussion with management but would not, in and of itself, justify a mark of OUT for no bare contact with RTE food. The candidate must actually observe a food employee touching ready-to-eat food with his/her bare hands before marking OUT of compliance.

There are some items on the inspection report in which the candidate may rely solely on discussions with management or food employees to determine the compliance status. These items relate to

policies, including those that relate to the establishment's employee health policy and also those that address Part 3-8 of the Food Code (highly susceptible populations).

Frequently, observations are made while a food is undergoing a process, i.e. cooling and reheating, when the candidate must ask the PIC or food employees questions to support or augment actual observations made. For instance, if a food item is observed cooling in a walk-in cooler and a temperature check reveals a temperature greater than 41°F, questions should be asked regarding the length of time the food has been cooling to properly determine compliance with the time/temperature requirements of the Food Code. Also, this information is vital to determine the proper on-site corrective action (i.e. disposition of food), if appropriate.

NO/NA

In order to fully complete the inspection form as required, the candidate should question the PIC and/or food employees, as appropriate, concerning the types of foods served and food preparation processes conducted in that establishment, even at times when the inspector is not there. For instance, if thawing is not actually observed, the candidate should ask questions about whether or not thawing is actually conducted in the facility at anytime to properly mark thawing as either NO or NA.

FOODBORNE ILLNESS INTERVENTIONS AND RISK FACTORS	
*Indicates critical items as noted in the 2005 Food Code	
STATUS	
	<p>1. MANAGEMENT AND SUPERVISION This item should be marked IN or OUT of compliance. The person in charge (PIC) has three assigned responsibilities – Presence; Demonstration of Knowledge; and Duties. This item is marked OUT of compliance if any <u>one</u> of the responsibilities is not met.</p>
IN/OUT	<p>A Food Code References: 2.101.11 Responsibility* Person in Charge Present</p> <p>B 2-102.11(A) (B) C(1) & (4-16) Demonstration* 2-102.20 Food protection manager certification Demonstration of Knowledge. The PIC has three options for demonstrating knowledge. This item is marked OUT of compliance if the PIC fails to meet at least <u>one</u> of the options. The three options for demonstration of knowledge allowed by the Food Code are:</p> <ol style="list-style-type: none"> 1. Certification by an ACCREDITED PROGRAM; 2. Complying with this Code by having no violations of critical items during the current inspection; or 3. Correct responses to the inspector's questions regarding public health practices and principles applicable to the operation. The inspector should assess this item by asking open-ended questions that would evaluate the PIC's knowledge in each of the areas enumerated in ¶ 2-102.11(C). Questions can be asked during the initial interview, menu review, or throughout the inspection as appropriate. The Inspector should ask a sufficient number of questions to enable the inspector to make an informed decision concerning the PIC's knowledge of the Code requirements and public health principles as they apply to the operation. <p>C The dialogue should be extensive enough to reveal whether or not that person is enabled by a clear understanding of the Code and its public health principles to follow sound food safety practices and to produce foods that are safe, wholesome, unadulterated, and accurately represented.</p> <p>2-103.11 Person in Charge – duties This item should be marked OUT of compliance when there is a pattern of non-compliance and obvious failure by the PIC to ensure employees are complying with the duties listed in § 2-103.11. Since marking this item out of compliance requires judgment, it is important that this item not be marked for an isolated incident, but rather for an overall evaluation of the PIC's ability to ensure compliance with the duties described in § 2-103.11.</p>
<p><i>NOTE 1: "Incorrect" responses to questions regarding public health practices and principles (except for Subparagraphs 2-102.11 C (2) and (3) in and of themselves, are not sufficient for</i></p>	

marking other items on this inspection form OUT. For instance, if the PIC does not know the Food Code requirements for cooling, yet no actual out of compliance observations are made with regard to cooling during the inspection, OUT cannot be marked for item 5.4.

NOTE 2: After a multi-year effort involving a diversity of stakeholder groups, the Conference for Food Protection (CFP) completed work on its "Standards for Accreditation of Food Protection Manager Certification Programs." The Standards can be found on the internet at: <http://www.foodprotection.org/pdf/standards.pdf>

In 2002 the Conference entered into a cooperative agreement with the American National Standards Institute (ANSI) to provide independent third-party evaluation and accreditation of certification bodies determined to be in conformance with these Conference Standards. The ANSI list of Accredited Food Protection Manager Certification Programs can be accessed from their web site at www.ansi.org

For the purposes of this Procedure, only certificates obtained from an ANSI accredited Food Protection Manager Certification Program are acceptable for meeting the requirement for demonstration of knowledge.

	2.	EMPLOYEE HEALTH

1. NOTE 3: One may rely solely on discussions with management to determine the compliance status of this item.

IN/ OUT		<p>This item may be marked IN or OUT of compliance. To be IN compliance, the person-in-charge must:</p> <ol style="list-style-type: none"> 1. Be aware of the Food Code provision that employees or applicants who have received a conditional offer of employment are required to report certain symptoms or diagnosed illnesses to the person-in-charge, AND 2. Convey knowledge of an employee health policy OR have access to an employee health policy (not necessarily written) stating what actions are necessary following a report that an employee has a certain symptom or diagnosed illness. <p>The policy must reflect the current Food Code provisions. Verbal communication of the employee health policy must be specific to the types of illnesses and symptoms that require reporting. Nonspecific statements such as, "sick or ill employees are not allowed to work," are not acceptable as meeting this requirement. If OUT of compliance, make appropriate notes on reason(s) for noncompliance.</p>
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		<p>B. Visible or known symptoms / or known diagnoses dealt with according to the Food Code</p> <p>Food Code References: (same as 2. A. above)</p>
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IN/ OUT This item must be marked IN or OUT of compliance. To be IN compliance, Item 2A must be determined to be IN compliance AND the *CANDIDATE* determines during the inspection that no employees are ill or are experiencing symptoms that require reporting by the employee or action by the person-in-charge. If OUT of compliance make notes as to why it is marked OUT of compliance.

N.A. **Do Not Mark** This Item N.A.

N.O. **Do Not Mark** This Item N.O.

3. CONSUMER ADVISORY

Food Code Reference:

3-603.11 Consumption of Animal Foods that are Raw, Undercooked, or Not Otherwise Processed to Eliminate Pathogens*

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A. This item may be marked N.A. such as in the circumstance where a food establishment does not serve a ready-to-eat food that necessitates an advisory, i.e., an animal food that is raw, undercooked, or not otherwise processed to eliminate pathogens.

4. FOOD FROM APPROVED SOURCE

A. All food from regulated food processing plants / no home prepared or canned foods

Food Code References:

3.201.11 Compliance with food law*

3.201.12 Food in a hermetically sealed container*

3.202.13 Shell eggs*

3.202.110 Pre-packaged juice – treated

3.202.14 Eggs and milk products, pasteurized*

5.103.11 Bottled drinking water*

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

B. All shellfish (shucked and shellstock) from *NSSP* listed sources / no recreationally caught shellfish received or sold/all fish commercially caught or raised*

Food Code References:

3-201.14 Fish*

3-201.15 Mollusk shellfish*

3-202-17 Shucked Shellfish, Packaging and Identification

3-202.18 Shellstock Identification*

3-203.12 (A) Shellstock tags attached*

IN/ OUT This item should be marked IN or OUT of compliance, with notes made

concerning the reason it is marked OUT of compliance.

N.A.

This item may be marked N.A. if shellstock are not used in the establishment.

N.O.

This item may be marked N.O. if shellstock are sold periodically in the establishment but are not being sold at the time of the inspection and you are unable to determine prior compliance through tags, invoices or purchase records.

C. Game animals and wild mushrooms approved by regulatory authority

Food Code References:

3.201.16 Wild mushrooms*

3.201.17 Game animals*

IN/ OUT

This item should be marked IN or OUT of compliance with notes made concerning the reason it is marked OUT of compliance.

N.A.

This item may be marked N.A. such as when no game or wild mushrooms are offered at the establishment

N.O.

This item may be marked N.O. when wild game or mushrooms are sold periodically in the establishment but are not being sold at the time of the inspection and you are unable to determine prior compliance through invoices or purchase records.

D. Food received at proper temperatures / protected from contamination during transportation and receiving / safe and unadulterated food

3.202.11 Temperature*

3.202.15 Package integrity*

3.101-11 Safe, unadulterated & honestly presented *

IN/ OUT

This item may be marked IN or OUT of compliance on any one of the listed items.

If the food is safe and unadulterated, but you are not able to check any temperatures of food during receiving or are not able to determine the condition of foods transported, mark the item IN compliance with an explanation on the lines below as to what the IN represents.

If one or all of the listed items are OUT of compliance, make appropriate notes as to why the item is marked out of compliance.

4. FOOD FROM APPROVED SOURCE

E. Written documentation of parasite destruction maintained for fish products for 90 days

Food Code References:

3-402.11 Parasite destruction*

3-402.12 Records, creation and retention

IN/ OUT

This item may be marked IN or OUT of compliance with notes made concerning the reason if it is marked OUT of compliance

N.A.

This item may be marked N.A. such as when raw, raw-marinated, or partially cooked fish (excluding species listed in the Code) are not used in the establishment.

N.O.

This item may be marked N.O. if fish products of this type are a seasonal or occasional item and no fish products of this type are in the facility during visit and you are unable to determine compliance through purchase records, on-site documentation or invoices.

5. TIME / TEMPERATURE CONTROLS

NOTE 4: *Cooking temperatures must be taken to make a determination of compliance or noncompliance. Do not rely upon discussions with managers or cooks to make a determination of compliance or noncompliance. If one food item is found inadequately cooked, the item must be marked as OUT of compliance. If a food is cooked below the required Code temperature but the facility has an approved Consumer Advisory or an approved Variance with HACCP plan for that food item as provided for in paragraph 3-401.11 (D), mark the item IN compliance, record the temperature and make a note regarding the reason for its IN compliance status.*

5.1 Inadequate Cook – Raw Animal Foods*

A. Raw eggs broken on request and prepared for immediate service cooked to 63° C (145° F) for 15 seconds. Raw eggs broken, but not prepared for immediate service, cooked to 68° C (155° F) for 15 seconds

Food Code Reference:

3-401.11(A)(1)(2)* Raw Animal Foods*

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A.

This item may be marked N.A. such as when raw eggs are not used in the establishment, including raw eggs not used in recipes.

N.O.

This item may be marked N.O. such as when raw eggs are used in the establishment, but you are unable to determine the cooking temperature.

B. Comminuted fish, meat, game animals cooked to 68° C (155° F) for 15 seconds, or the time/temperature relationship specified in the corresponding chart

Food Code Reference:

3-401.11(A)(2)* Raw Animal Foods*

- IN/OUT** This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.
- N.A.** This item may be marked N.A. if comminuted meats are not cooked in the establishment.
- N.O.** This item may be marked N.O. if one or more types of meat are cooked, but you are unable to determine the cooking temperature of any of them.

C. Whole meat roasts, including beef, corned beef, lamb, port, cured pork roasts and formed roasts, are cooked to 54° C (130° F) for 112 minutes or as chart specified and according to oven parameters per chart

Food Code reference:

3-401.11(B)(1)(2)* Raw Animal Foods*

- IN/ OUT** This item may be marked IN or OUT of compliance for one or all of the types of meat, with notes made concerning the reason it is marked OUT of compliance.
- N.A.** This item may be marked N.A. such as when roasts or formed roasts are not cooked in the establishment.
- N.O.** This item may be marked N.O. such as when one or more of these meat items are cooked, but you are unable to determine the cooking temperature for any of them.

D. Injected meats and ratites cooked to 68° C (155° F) for 15 seconds

Food Code reference:

3-401.11(A)(2)* Raw Animal Foods*

- IN/ OUT** This item may be marked IN or OUT of compliance for one or all of the foods listed, with notes made concerning the reason it is marked OUT of compliance.
- N.A.** This item may be marked N.A. such as when NONE of the listed foods are cooked in the establishment.
- N.O.** This item may be marked N.O. such as when one or more of the listed foods are cooked in the establishment, but you are unable to determine the cooking temperature for any of them.

E. Poultry; baluts, stuffed fish/meat/pasta/poultry/ratites; or stuffing containing fish, meat, poultry or ratites cooked to 74° C (165° F) for 15 seconds

Food Code Reference:

3-401.11(A)(3)* Raw Animal Foods*

- IN/ OUT** This item may be marked IN or OUT of compliance for one or all of the types of poultry/ meat/ratites or stuffed items, with notes made concerning the reason it is OUT of compliance.
- N.A.** This item may be marked N.A. such as when poultry / meat / ratites or stuffed items are not cooked in the establishment.
- N.O.** This item may be marked N.O. such as when one or more items are cooked, but you are unable to determine the cooking temperature for any of them.

F. Wild game animals cooked to 74° C (165° F) for 15 seconds

Food Code reference:

3-401.11(A)(3)* Raw Animal Foods*

- IN/ OUT** This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.
- N.A.** This item may be marked N.A. such as when wild game animals are not cooked in the establishment.
- N.O.** This item may be marked N.O. such as when wild game animals are cooked, but you are unable to determine the cooking temperature for any of them.

G. Whole-muscle, intact beef steaks cooked to surface temperature of 63° C (145° F) on top and bottom. Meat surfaces are a cooked color

Food Code reference:

3-401.11(C)(3)* Raw Animal Foods*

- IN/ OUT** This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.
- N.A.** This item may be marked N.A. such as when whole-muscle, intact beef steaks are not cooked in the establishment, or undercooked steaks are not offered.
- N.O.** This item may be marked N.O. such as when whole-muscle, intact beef steaks are cooked in the establishment, but you are unable to determine the cooking temperature.

H. Raw animal foods rotated, stirred, covered, and heated to 74° C (165° F) in microwave. Food stands covered for 2 minutes after cooking

Food Code Reference:

3-401.12* Microwave Cooking*

- N.A.** This item may be marked N.A. such as when raw animal foods are not cooked in a microwave.
- N.O.** This item may be marked N.O. such as when raw animal foods are cooked in a

microwave but you are unable to determine the cooking temperatures for any of them

I. All other raw animal foods cooked to 63° C (145° F) for 15 seconds

Food Code reference:

3-401.11(A)(1)(b)* Raw Animal foods*

IN/ OUT

This item may be marked IN or OUT of compliance, with notes made concerning the reason if it is marked OUT of compliance.

N.A.

This item may be marked N.A. such as when other *PHF/TCS FOOD* not listed above are not cooked in the establishment.

N.O.

This item may be marked N.O. such as when you are unable to determine the cooking temperature of any food. The inspection should be arranged at an optimum time for measuring at least one cooked item.

5.2 Reheating for Hot Holding

NOTE 5: Do not depend solely on discussions with management or cooks to determine the compliance status of reheat methods or target temperatures. Supplied information may be used to support or augment your direct observations.

A. PHF/TCS FOOD that is cooked and cooled on premises is rapidly reheated to 74° C (165° F) for 15 seconds for hot holding

Food Code references:

3-403.11(A) & (D)* Reheating for Hot Holding*

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A.

This item may be marked N.A. such as when foods are not held over for a second service. Explanatory notes should be made if this item is marked N.A.

N.O.

This item may be marked N.O. such as when foods are held over for a second service, but you are unable to check the reheating procedure.

B. Food reheated to 74° C (165° F) or higher in a microwave for hot holding

Food Code reference:

3-403.11(B)* Reheating for Hot Holding*

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A.

This item may be marked N.A. such as when foods are not reheated in a microwave in the establishment.

N.O. This item may be marked N.O. such as when foods are reheated in a microwave but you were unable to make a determination of compliance.

C. Commercially processed RTE food reheated to 57° C (135° F) or above for hot holding

Food Code reference:
3-403.11(C)* Reheating for Hot Holding*

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A. This item may be marked N.A. such as when commercially processed ready-to-eat foods are not reheated for hot holding in the establishment.

N.O. This item may be marked N.O. such as when commercially processed ready-to-eat foods are reheated for hot holding in the establishment, but you were unable to determine the reheat temperature.

D. Remaining unsliced portions of roasts are reheated for hot holding using minimum oven parameters

Food Code reference:
3-403.11(E) Reheating for hot holding*

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A. This item may be marked N.A. such as when remaining unsliced portions of roasts are not used or reheated in the establishment.

N.O. This item may be marked N.O. such as when remaining unsliced portions of roasts are reheated for hot holding in the establishment, but you were unable to determine the reheat temperature.

5.3 *Treating Juice*

When packaged in a food establishment, juice is treated under a HACCP Plan to reduce pathogens or labeled as specified in the Food Code

Food Code reference:
3-404.11 Treating Juice

IN/OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A. This item may be marked N.A. when juice is not packaged in the food establishment.

5.4 *Cooling*

NOTE 6: Please note that the following items address 5° C (41° F) as well as 7° C (45° F). If you have a temperature that meets the 5° C (41° F) temperature requirement, it should also be noted to be in compliance for the 7° C (45° F) item. If you have a temperature that meets the 7° C (45°

F) requirement, it may or may not be in compliance with the 5° C (41° F) temperature requirement. Please write in this section of the report form all the temperatures you take of the products, no matter if they are IN compliance or OUT of compliance. Remember if one product is out of temperature the item is marked OUT of compliance.

NOTE 7: *Do not depend solely on discussions with management or food employee to determine the compliance status of cooling methods or target temperatures. Supplied information may be used to support or augment your direct observations*

- A. Cooked PHF/TCS FOOD cooled from 57° C (135° F) to 21° C (70° F) within 2 hours and from 57° C (135° F) to 7° C/5° C (45° F/41° F) or below within 6 hours**

**Food Code reference:
3-501.14(A)* Cooling***

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A.

This item may be marked N.A. such as when the establishment is a cook-serve establishment type, or does not cool or heat food.

N.O.

This item may be marked N.O. such as when the establishment does cool PHF/TCS FOOD for a second service, but you were unable to determine the temperature and times.

- B. PHF/TCS FOOD (from ambient temperature and pre-chilled ingredients) cooled to 7° C/5° C (45° F/41° F) or below within 4 hours**

**Food Code reference:
3-501.14(B)* Cooling***

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A.

This item may be marked N.A. such as when no PHF/TCS FOOD are prepared from ambient temperature ingredient.

N.O.

This item may be marked N.O. such as when these foods are prepared, but you were unable to determine the temperature.

- C. Foods (milk, shellfish) received at a temperature according to Law are cooled to 7° C/ 5° C (45° F/ 41° F) within 4 hours.**

**Food Code reference:
3-501.14(C)* Cooling***

NOTE 8: *If raw shell eggs are immediately placed under refrigeration capable of maintaining an ambient air temperature of 7° C (45° F), satisfactory compliance is achieved. Federal regulations require that raw shell eggs be transported and stored at 45 F or lower ambient air temperature – cooling time does not apply to this item.*

NOTE 9: *If one product is found out of temperature the item is marked out of compliance.*

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A.

This item may be marked N.A. such as when the establishment does not receive shellstock, milk, or other products that have a transport temperature above 5° C

N.O. (41° F).
This item may be marked N.O. such as when the establishment does receive shellstock, milk, or other products that have a transport temperature above 5° C (41° F), but you were unable to determine if these products were cooled down as described above.

D Raw shell eggs after receiving immediately placed under refrigeration that maintains ambient temperature of 7 C° (45F°) or less

Food Code reference:
3-501.14(D)* Cooling*

IN/OUT This item may be marked IN or OUT only if you are there to observe receipt of raw shell eggs and their disposition.

N.A. This item may be marked N.A. such as when the establishment does not receive raw shell eggs

N.O. This item may be marked N.O. only when raw shell eggs are received but you are not there to observe the actual receipt and immediate disposition.

5.5 PHF/TCS FOOD Cold & Hot Holding

NOTE 10: *The CANDIDATE should rely only on actual observations to mark section 5.5 of the inspection form.*

A. PHF/TCS FOOD is maintained at 7° C/ 5° C (45° F/ 41° F) or below, except during preparation, cooking, cooling, or when time is used as a public health control. (For raw shell eggs see 5.5 D.)

Food Code reference:
3-501.16(A)(2)* Potentially Hazardous Food (Time/Temperature Control for Safety Food), Hot and Cold Holding*

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

B. PHF/TCS FOOD is maintained at 57° C (135° F) or above, except during preparation, cooking, or cooling or when time is used as a public health control

Food Code reference:
3-501.16(A)(1)* Potentially Hazardous Food (Time/Temperature Control for Safety Food), Hot and Cold Holding*

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A. This item may only be marked N.A. such as when there is no PHF/TCS FOOD hot holding in the establishment.

N.O. This item should be marked N.O. such as when you are unable to determine compliance. Inspections should be conducted during a time when hot holding temperatures can be taken.

C. Roasts are held at a temperature of 54° C (130° F) or above

Food Code reference:

3-501.16(A)(1)* Potentially Hazardous Food (Time/Temperature Control for Safety Food), Hot and Cold Holding*

- IN/ OUT** This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.
- N.A.** This item may only be marked N.A. if roast is not a menu item.
- N.O.** This item should be marked N.O. such as when you are unable to determine compliance. Inspections should be conducted during a time when hot holding temperatures can be taken.

D. After receipt, raw shell eggs stored in refrigerated equipment that maintains ambient temperature of 7 C° (45F°) or less

Food Code reference:

3-501.16(B)* Potentially Hazardous Food (Time/Temperature Control for Safety Food), Hot and Cold Holding*

- IN/OUT** This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.
- N.A.** This item may be marked N.A. such as when the establishment does not receive raw shell eggs
- N.O.** This item may be marked N.O. only when raw shell eggs are received but there were no raw shell eggs on the premises at this time and you were unable to determine compliance

5.6 Date Marking & Discarding

Date marking for RTE, PHF/TCS FOOD prepared on-site or opened commercial container held for more than 24 hours

- IN/ OUT** **A.** **Food Code reference:**
3-501.17* Ready-to-Eat, Potentially Hazardous Food (Time/Temperature Control for Safety Food) Date Marking*

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A. This item may only be marked N.A. such as when there is no RTE, *PHF/TCS FOOD* prepared-on-premises, or opened commercial container held for more than 24 hours.

N.O. This item should be marked N.O. such as when RTE, *PHF/TCS FOOD* are normally **prepared**-on-premises and there is none on the premises during the inspection, or there is an opened commercial container and you are unable to determine compliance.

B. DISCARDING of RTE, *PHF/TCS FOOD* prepared on-site/ opened commercial container held at $\leq 5^{\circ}\text{C}$ (41°F) for ≤ 7 days or $> 5^{\circ}\text{C} - 7^{\circ}\text{C}$ ($41^{\circ}\text{F}-45^{\circ}\text{F}$) for ≤ 4 days; is not date marked; or is incorrectly date marked

Food Code reference:

3-501.18* Ready-to-Eat, Potentially Hazardous Food (Time/Temperature Control for Safety Food) Disposition*

IN/ OUT This item should be marked IN such as when foods are all within date marked time limits or food is observed being discarded within date marked time limits or OUT of compliance, such as when date marked food exceeds the time and/or temperature limit or date-marking is not done, and it can be determined that unmarked food has exceeded the time/temperature limits with notes made concerning the reason it is marked OUT of compliance.

N.A. This item may only be marked N.A. such as when there is no RTE, *PHF/TCS FOOD* prepared-on-premises, or opened commercial container held for more than 24 hours.

N.O. This item should be marked N.O. when RTE, *PHF/TCS FOOD* is prepared-on-premises, and/or opened commercial containers are held beyond the 7-day or 4-day time limits listed above and you are unable to determine compliance. because there are no RTE, PHF/TCS Food beyond the time and/or temperature limit at time of inspection

5.7 Time

When only time is used as the public health control, food is cooked and served within 4 hours or 6 hours as permitted

Food Code reference:

3-501.19* Time as a Public Health Control*

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A. This item may only be marked N.A. such as when time is not used as the only public health control.

N.O. This item should be marked N.O. such as when time is used as the public health control but the time-controlled process is not in operation during the inspection and you are unable to determine compliance.

6. FOOD & FOOD PREPARATION FOR HIGHLY SUSCEPTIBLE POPULATIONS

NOTE 11: *The PIC should be questioned regarding whether or not certain foods are offered for sale or certain practices occur in the establishment to mark Section 6 of the inspection form. One may rely solely on discussions with managers or food employees to determine the compliance status of these items.*

- A. Only treated/pasteurized juice/ beverage containing juice is served. Packages containing juice/beverage containing juice with a warning label (21 CFR, Section 101.17(g)) not served. Unpackaged juice prepared on premises processed under a HACCP Plan**

Food Code reference:

3-801.11(A)* Pasteurized Foods, Prohibited Re-service, and Prohibited Food*

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A.

This item may be marked N.A. if no highly susceptible population is served or if juice is not served.

- B. Use pasteurized eggs in recipes if eggs are to be undercooked or combined unless: cooked to order & immediately served; used immediately before baking and thoroughly cooked; or prepared under a HACCP plan controlling *Salmonella* Enteritidis. Time as a public health control not used for raw eggs**

Food Code references:

3-801.11(B)* & (E)* Pasteurized Foods, Prohibited Re-service, and Prohibited Food*

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A.

This item may be marked N.A. if no highly susceptible population is served or if eggs are not served.

- C. Raw or partially cooked animal food, and raw seed sprouts not served**

Food Code reference:

3-801.11(C)* Pasteurized Foods, Prohibited Re-service, and Prohibited Food*

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A.

This item may be marked N.A. if no highly susceptible population is served.

D. Foods not re-served under certain conditions

Food Code References:

3-801.11(G)* Pasteurized Foods, Prohibited Re-service, and Prohibited Food*

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A.

This item **may** be marked N.A. if no highly susceptible population is served.

7. PROTECTION FROM CONTAMINATION - CRITICAL ITEMS

A. Separating raw animal foods from raw RTE food and separating raw animal foods from cooked RTE food

Food Code reference:

3-302.11(A)(1)* Packaged and Unpackaged Food – Separation, Packaging and Segregation*

IN/ OUT

This item may be marked IN or OUT of compliance, with notes made concerning the reason if it is marked OUT of compliance.

N.A.

This item **may** only be marked N.A. such as when there is only a vegetarian menu or only commercially precooked animal foods are used.

N.O.

This item is marked N.O. when raw animal foods are used or served seasonally and you are unable to determine compliance.

B. Raw animal foods separated from each other during storage, preparation, holding, and display

Food Code reference:

3-302.11(A)(2)* Packaged and Unpackaged Food – Separation, Packaging and Segregation*

IN/ OUT

This item may be marked IN or OUT of compliance, with notes made concerning the reason if it is marked OUT of compliance.

N.A.

This item may be marked N.A. such as when there are no raw animal foods used, or only one raw animal species is used.

N.O.

This item is marked N.O. when raw animal foods are used or served seasonally and you are unable to determine compliance.

C. Food protected from contamination – critical items

Food Code references:

3-302.11(A)*(3-8) Packaged and Unpackaged Food – Separation, Packaging and Segregation*

3-304.11* Food Contact with Equipment and Utensils*

3-304.15 (A) Gloves, Use Limitation

3-306.13* (A) Consumer self-service operations*

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made

concerning the reason it is marked OUT of compliance.

D. After being served or sold to a consumer, food is not re-served

Food Code references:

3-306.14(A)* & (B)* Returned Food and Re-Service of Food*

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance. (*Note: Actual observation of the disposition of unwrapped/unprotected, served food being returned to the kitchen must be made.*)

E. Discarding or reconditioning unsafe, adulterated or contaminated food

Food Code reference:

3-701.11* Discarding or Reconditioning Unsafe, Adulterated, or Contaminated Food*

IN/ OUT

In order to mark this item OUT, a finding must be made that food is unsafe, adulterated, not honestly presented, from an unapproved source, or RTE food is contaminated by employees. If a finding is not made, mark this item IN compliance. This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

8. FOOD-CONTACT SURFACES

NOTE 12: This item will require some judgment to be used when marking it IN or OUT of compliance. It should be marked OUT of compliance if observations are made that support a pattern of noncompliance with this item. One dirty utensil, food-contact surface, or one sanitizer container without sanitizer would not necessarily support an OUT of compliance mark. You must provide notes concerning the reason it is marked OUT of compliance.

Food-contact surfaces and utensils are clean to sight and touch and sanitized before use

Food Code references:

4-501.111 Manual warewashing equipment, hot water sanitization temperatures*

4-501.112 Mechanical warewashing equipment, hot water sanitization temps.*

4-501.113 Mechanical warewashing equipment, sanitization pressure

4-501.114 Manual and mechanical warewashing equipment, chemical sanitization –temperature, pH, concentration and hardness*

4-501.115 Manual warewashing equipment, chemical sanitization using detergent-sanitizers

4-601.11(A) Equipment, food-contact surfaces, non-food contact surfaces and utensils*

4-602.11 Equipment food-contact surfaces and utensils*

4-701.10 Sanitization of equipment and utensils; NON DEBITABLE ITEM

4-702.11 Sanitization of equipment and utensils-before use*

4-703.11 Hot water and chemical*

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

9. PROPER, ADEQUATE HANDWASHING

NOTE 13: You must be in the establishment long enough to make an observation for all sections of Personnel. One should rely only on actual observations to mark Section 9 of the inspection form.

Hands clean and properly washed

Food Code references:

2-301.11 Clean condition-hands and arms*

2-301.12 Cleaning procedure*

2.301.14 When to wash*

2.301.15 Where to wash

2.301.16 Hand antiseptics

IN/ OUT This item may be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance. This item must be marked OUT of compliance if one person is observed with dirty hands or with hands that have not been properly washed.

10. GOOD HYGIENIC PRACTICES

Food Code references:

2-401.11 Eating, drinking or using tobacco*

2-401.12 Discharges from the eyes, nose and mouth*

3-301.12 Preventing contamination when tasting*

NOTE 14: One should rely only on actual observations to mark Section 10 of the inspection form.

Food employees eat, drink, and use tobacco only in designated areas / do not use a utensil more than once to taste food that is sold or served / do not handle or care for animals present. Food employees experiencing persistent sneezing, coughing, or runny nose do not work with exposed food, clean equipment, utensils, linens, unwrapped single-service or single-use articles*

IN/ OUT This item may be marked IN or OUT of compliance, with notes made concerning the reason if it is marked OUT of compliance. This item must be marked OUT of compliance if one person is observed to be out of compliance with this item.

11. PREVENTION OF CONTAMINATION FROM HANDS

NOTE 15: One should rely only on actual observations to mark Section 11 of the inspection form.

Exposed, RTE food not touched by bare hands

Food Code reference:

3-301.11* Preventing Contamination from Hands*

IN/ OUT This item may be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance. This item must be marked OUT of compliance if one person is observed to be out of compliance with this item.

N.A. This item may be marked N.A. for facilities that do not prepare ready-to-eat foods.

N.O. This item may be marked N.O. for retail operations that prepare ready-to-eat

foods only in the case where no food workers are present.

12. HANDWASH SINKS

A. Handwash sinks conveniently located and accessible for employees

Food Code references:

5-202.12 Handwashing sink, installation – water temperature, and flow

5-203.11 Handwashing sinks-numbers and capacities*

5-204.11 Handwashing sinks-location and placement*

5-205.11 Using a handwashing sink-operation and maintenance

6-301.10 Minimum number- NONDEBITABLE ITEM

6-501.18 Maintaining and using handwashing facilities

IN/ OUT

This item may be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

B. Handwash sinks supplied with hand cleanser / sanitary towels / hand drying devices/signage

Food Code references:

6-301.11 Hand washing cleanser, availability

6-301.12 Hand drying provision

6-301.13 Handwashing aids and devices, use restrictions

6-301.14 Handwashing signage

IN/ OUT

This item may be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

13. CHEMICAL

A. Use of Additives

Food Code references:

3-202.12 Additives*

3-302.14 Protection from unapproved additives*

IN/ OUT Mark this item IN compliance if only approved food or color additives are used and used properly, or if sulfites are on the premises, and they are not applied to fresh fruits/vegetables for raw consumption. This item is marked OUT of compliance if unapproved additives are found on premises, or approved additives are improperly used, such as if sulfites are applied to fresh fruits or vegetables.

N.A. This item may be marked N.A. if the food establishment does not use any (approved or unapproved) additives or sulfites on premises.

B. Poisonous or toxic materials, chemicals, lubricants, pesticides, medicines, first aid supplies, and other personal care items properly identified, stored, and used

Food Code references:

7-102.11 Common name-*working containers**

7-207.12 Refrigerated medicines, storage*

7-208.11 Storage-first aid supplies*

7-209.11 Storage-other personal care items

(Stock and retail sale of poisonous or toxic material)

7-101.11 Identifying information, prominence-original containers*

(Operational supplies and applications)

7-201.11 Separation – storage*

7-202.11 Restriction – presence and use*

7-202.12 Conditions of use*

7-203.11 Poisonous or toxic material containers – prohibitions*

7-204.11 Sanitizers, criteria – chemicals*

7-204.12 Chemicals for washing fruits and vegetables – criteria*

7-204.13 Boiler water additives, criteria*

7-204.14 Drying agents, criteria*

7-205.11 Incidental food contact, criteria – lubricants*

7-206.11 Restricted use pesticides, criteria*

7-206.12 Rodent bait stations*

7-206.13 Tracking powders, pest control and monitoring*

7-207.11 Restriction and storage – medicines*

IN/ OUT This item may be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance. It may be marked OUT of compliance for improper storage or use of any one of the listed items.

C. Poisonous or toxic materials held for retail sale properly stored

Food Code reference:

7-301.11* Separation*

IN/ OUT This item may be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance. It may be marked OUT of compliance for improper storage of any one of the items.

N.A. This item may be marked N.A. if the establishment does not hold poisonous or toxic materials for retail sale.

14. CONFORMANCE WITH APPROVED/REQUIRED PROCEDURES

A. Variance Obtained and HACCP plan required, including ROP with 1 barrier.

Food Code references:

3-502.11 Variance Requirement

4-204.110 (B) MOLLUSCAN SHELLFISH display tanks for human consumption

8-103.12 Conformance with required procedures*

- IN/ OUT** This item may be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.
- N.A.** This item may be marked N.A. if the establishment is not required by the regulatory authority to have a variance and HACCP plan.

B. Reduced Oxygen Packaging (ROP) with 2 Barriers – Required HACCP plan

Food Code reference:

3-502.12* Reduced Oxygen Packaging, Criteria*

- IN/ OUT** This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.
- N.A.** This item may be marked N.A. such as when the facility does not do ROP with 2 barriers in place.

GOOD RETAIL PRACTICES

STATUS

PERSONNEL

15. PERSONNEL CLEANLINESS (FINGERNAILS, JEWELRY, OUTER CLOTHING, HAIR RESTRAINTS)

Food Code references:

2-302.11 Maintenance – fingernails

2-303.11 Prohibition – jewelry

2-304.11 Clean condition – outer clothing

2-402.11 Effectiveness – hair restraints

- IN/ OUT** This item may be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance. It may be marked OUT of compliance for improper storage or use of any one of the items.
- N.A.** **Do Not Mark** This Item N.A. unless the establishment has no employees, uses only prepackaged food, or is strictly a vending operation.

FOOD & FOOD PROTECTION

16. FOOD SOURCE, ORIGINAL CONTAINER, PROPERLY LABELED, CONDITION, USED, HONESTLY PRESENTED, SEGREGATED DISTRESSED PRODUCTS

Food Code references:

- 3-202.16 Ice*
- 3-202.17 Shucked shellfish, packaging and identification
- 3-202.18 Shellstock, condition
- 3-203.11 Mollusk shellfish, original container
- 3-203.12 (B) Shellstock tags maintained for 90 days
- 3-302.12 Food storage containers identified with common name of food
- 3-302.13 Pasteurized eggs, substitute for raw shell eggs for certain recipes*
- 3-305.13 Vended *PHS/TCS FOOD*, original container
- 3-501.11 Frozen food
- 3-601.11 Standards of identity
- 3-601.12 Honestly presented
- 3-602.11 Food labels
- 3-602.12 Other forms of information
- 6-404.11 Segregation and location – distressed merchandise

IN/ OUT This item may be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

17. PLANT FOOD COOKING FOR HOT HOLDING

Food Code reference:

- 3-401.13 Plant Food Cooking for Hot Holding

IN/ OUT This item may be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A. This item may be marked N.A. if vegetables and fruits are not cooked for hot holding in the establishment.

N.O. This item may be marked N.O. when plant foods are cooked for hot holding, but are not available for observation during the inspection.

18. PROTECTION FROM CONTAMINATION – NONCRITICAL ITEMS

Food Code references:

- 3-302.15 Washing fruits and vegetables
- 3-303.11 Ice used as exterior coolant, prohibited as ingredient
- 3-303.12 Storage or display of food in contact with water or ice
- 3-304.13 Linens and napkins, use limitation
- 3-305.11 Food storage
- 3-305.12 Food storage, prohibited areas
- 3-305.14 Food preparation
- 3-306.11 Food display
- 3-306.12 Condiments, protection
- 3-306.13 (B) (C) Suitable utensils for consumer self-service
- 3-307.11 Miscellaneous sources of contamination

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

FOOD & FOOD PROTECTION

19. FACILITIES /EQUIPMENT TO CONTROL PRODUCT TEMPERATURE/COOLING

METHODS

Food Code references:

3-501.15 Cooling methods

4-301.11 Cooling, heating and holding capacities - equipment

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance. Intent is to determine that adequate hot/cold holding, and heating/cooling equipment and procedures are in place. Do not mark equipment repair items here.

20. *PHF/TCS FOOD* PROPERLY THAWED

Food Code references:

3-501.12 *PHS/TCS FOOD*, slacking

3-501.13 Thawing

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

N.A.

This item may be marked N.A. if *PHF/TCS FOOD* are not thawed.

N.O.

This item may be marked N.O. if food is thawed, but thawing was not observed during the inspection.

21. DISPENSING OF FOOD / IN-USE UTENSILS PROPERLY STORED

Food Code references:

3-304.12 In-use utensils, between-use storage

4-204.13 Dispensing equipment, protection of equipment and food

4-204.14 Vending machine, vending stage closure

4-302.11 Utensils, consumer self-service

IN/ OUT

This item may be marked IN or OUT of compliance on any one of the listed items. If one of the items is OUT of compliance, make notes concerning the reason it is marked OUT of compliance.

FOOD EQUIPMENT

22. THERMOMETERS PROVIDED, CONSPICUOUS AND ACCURATE.

Food Code references:

- 4-203.11 Temperature measuring devices, food – accuracy
- 4-203.12 Temperature measuring devices, ambient air and water - accuracy
- 4-204.112 Temperature measuring devices – functionality
- 4-302.12 Food temperature measuring devices - numbers

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

23. FOOD- AND NONFOOD-CONTACT SURFACES: DESIGNED / CONSTRUCTED*, MAINTAINED, INSTALLED, LOCATED, OPERATED, CLEANABLE

- 3-304.16 Using clean tableware for second portions and refills
- 3-304.17 Refilling returnables
- 4-101.11 Characteristics*
- 4-101.12 Cast iron, use limitation
- 4-101.13 Lead in ceramic, china and crystal utensils, use limitation
- 4-101.14 Copper, use limitation*
- 4-101.15 Galvanized metal, use limitation*
- 4-101.16 Sponges, use limitation
- 4-101.17 Wood, use limitation
- 4-101.18 Non-stick coatings, use limitations
- 4-101.19 Non-food contact surfaces
- 4-102.11 Characteristics – single-service/single-use*
- 4-201.11 Equipment and utensils – durability and strength
- 4-201.12 Food temperature measuring devices – durability and strength*
- 4-202.11 Food contact surfaces – cleanability*
- 4-202.12 CIP equipment – cleanability
- 4-202.13 “V” threads, use limitation
- 4-202.14 Hot oil filtering equipment
- 4-202.15 Can openers
- 4-202.16 Non-food contact surfaces
- 4-202.17 Kick plates, removable
- 4-204.12 Equipment openings, closure and deflectors – functionality
- 4-204.15 Bearings and gear boxes, leak proof
- 4-204.16 Beverage tubing, separation
- 4-204.17 Ice units, separation of drains
- 4-204.18 Condenser unit, separation
- 4-204.19 Can openers on vending machines
- 4-204.110 (A) Mollusk shellfish tanks
- 4-204.111 Vending machines, automatic shut-off*
- 4-204.121 Vending machines, liquid waste products
- 4-204.122 Case lot handling equipment, moveability
- 4-204.123 Vending machine doors and openings
- 4-205.10 Food equipment, certification and classification –

NONDEBITABLE ITEM

- 4-401.11 Equipment, cloths washers, dryers and cabinets, contamination, prevention
- 4-402.11 Fixed equipment, spacing or sealing – *installation*
- 4-402.12 Fixed equipment, elevation or sealing
- 4-501.11 Good repair and proper adjustment – equipment
- 4-501.12 Cutting surfaces
- 4-501.13 Microwave ovens
- 4-502.11 Good repair and calibration – utensils, temperature/pressure devices
- 4-601.11(B)(C) Equipment, food-contact surfaces, non-food contact surfaces and utensils
- 4-602.12 Cooking and baking equipment
- 4-602.13 Non-food contact surfaces
- 4-603.11 Dry cleaning – methods
- 4-603.17 Returnables, cleaning for refilling*
- 4-902.11 Food-contact surfaces – lubricating and re-assembling
- 4-902.12 Equipment – lubricating and re-assembling

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance. Include refrigeration/cooking/holding equipment that does not maintain temperature or other food/nonfood surfaces or equipment that is not maintained/operated.

24. WAREWASHING FACILITY: DESIGNED, CONSTRUCTED, INSTALLED, LOCATED, OPERATED, CLEANABLE, USED

Food code references:

- 4-203.13 Pressure measuring devices, mechanical warewashing equipment
- 4-204.113 Warewashing machine, data plate operation specifications
- 4-204.114 Warewashing machines, internal baffles
- 4-204.115 Warewashing machines, temperature measuring devices
- 4-204.116 Manual warewashing equipment, heaters and baskets
- 4-204.117 Warewashing machines, sanitizer level indicator
- 4-204.118 Warewashing machines, flow pressure device
- 4-204.119 Warewashing sinks and drain boards, self-draining
- 4-204.120 Equipment compartments, drainage
- 4-301.12 Manual warewashing, sink compartments, requirements
- 4-301.13 Drain boards
- 4-302.13 Temperature measuring devices, manual warewashing
- 4-302.14 Sanitizing solutions, testing devices
- 4-501.14 Warewashing equipment, cleaning frequency
- 4-501.15 Warewashing equipment, manufacturer's operation instructions
- 4-501.16 Warewashing sinks, use limitation
- 4-501.17 Warewashing equipment, cleaning agents
- 4-501.18 Warewashing equipment, clean solutions
- 4-501.19 Manual warewashing equipment, wash solution temperature
- 5-501.110 Mechanical warewashing equipment, wash solution temperature
- 4-501.116 Warewashing equipment, determining chemical sanitizer concentration
- 4-603.12 Pre-cleaning

- 4-603.13 Loading of soiled items, warewashing machines**
- 4-603.14 Wet cleaning**
- 4-603.15 Washing, procedures for alternative manual warewashing equipment**
- 4-603.16 Rinsing procedure**

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

25. WIPING CLOTHS, LINENS, NAPKINS, GLOVES, SPONGES: PROPERLY USED, STORED

Food Code references:

- 3-304.13 Linens and napkins, use limitation**
- 3-304.14 Wiping cloths, use limitations – used for one purpose**
- 3-304.15 (B-D) Gloves, use limitations**

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

26. STORAGE, HANDLING OF CLEAN EQUIPMENT, UTENSILS

Food Code References:

- 4-901.11 Equipment & utensils, air-drying required**
- 4-903.11 Equipment, utensils & linens – storage**
- 4-903.12 Prohibitions – storing**
- 4-904.11 Kitchenware and tableware – handling**
- 4-904.12 Soiled and clean tableware – handling**
- 4-904.13 Preset tableware – handling**

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

IN/ OUT This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

WATER

28. SAFE WATER SOURCE, HOT & COLD UNDER PRESSURE, ADEQUATE QUANTITY

Food Code References:

- 5-101.11 Approved system*
- 5-102.11 Standards – quality*
- 5-102.12 Nondrinking water*
- 5-102.13 Sampling
- 5-102.14 Sample report
- 5-103.11 Capacity – quality & availability
- 5-103.12 Pressure
- 5-104.11 System
- 5-104.12 Alternative water supply

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

PLUMBING

29. INSTALLED, MAINTAINED

Food Code References

- 5-101.12 System flushing & disinfection*
- 5-201.11 Approved – materials*
- 5-202.11 Approved system & cleanable fixtures*
- 5-202.15 Conditioning device, location
- 5-203.12 Service sink
- 5-204.12 Conditioning device, location
- 5-205.14 Water reservoir of fogging devices, cleaning*
- 5-205.15 System maintained in good repair*
- 5-301.11 Approved – materials for mobile water tank
- 5-302.11 Enclosed system, sloped to drain
- 5-302.12 Inspection & cleaning port, protected & secured
- 5-302.13 “V” type threads, sue limitation
- 5-302.14 Tank vent, protected
- 5-302.15 Inlet & outlet, sloped to drain
- 5-302.16 Hose, construction & identification
- 5-303.11 Filter, compressed air
- 5-303.12 Protective cover or device
- 5-303.13 Mobile food establishment tank inlet
- 5-304.11 System flushing and disinfection*
- 5-304.12 Using a pump and hoses, backflow prevention
- 5-304.13 Protecting inlet, outlet & hose fitting
- 5-304.14 Tank, pump & hoses – dedication

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

30. CROSS CONNECTION, BACK SIPHONAGE, BACKFLOW PREVENTION

Food Code References:

- 5-202.13 Backflow prevention, air gap***
- 5-202.14 Backflow prevention device, design standard**
- 5-203.14 Backflow prevention device, when required***
- 5-203.15 Backflow prevention device, carbonator***
- 5-204.13 Backflow prevention device, location**
- 5-205.12 Prohibiting a cross-connection***

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

TOILET FACILITIES

31. NUMBER, CONVENIENT, ACCESSIBLE, DESIGNED, INSTALLED

Food Code References:

- 5-203.13 Toilets and urinals***
- 6-302.10 Minimum number – toilets & urinals (NON-DEBITABLE ITEM)**
- 6-402.11 Convenience & accessibility**

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

32. TOILET ROOMS ENCLOSED,; PROPER WASTE RECEPTACLES

Food Code References:

- 5-501.17 Toilet room receptacle, covered**
- 6-301.20 Disposable towels, waste receptacle**
- 6-302.11 Toilet tissue, availability**
- 6-501.19 Closing toilet room doors**

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

SEWAGE

33. SEWAGE AND WASTE WATER DISPOSAL

Food Code References:

- 5-401.11 Capacity & drainage**
- 5-402.10 Establishment drainage system (NONDEBITABLE ITEM)**
- 5-402.11 Backflow prevention***
- 5-402.12 Grease trap**
- 5-402.13 Conveying sewage***
- 5-402.14 Removing mobile food establishment wastes**
- 5-402.15 Flushing a waste retention tank**
- 5-403.11 Approved sewage disposal system***
- 5-403.12 Other liquid wastes and rainwater**

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

GARBAGE & REFUSE DISPOSAL

34. CONTAINERS OR RECEPTACLES: COVERED, ADEQUATE NUMBER, INSECT / RODENT PROOF, FREQUENCY OF REMOVAL, CLEAN AREA PROPERLY CONSTRUCTED, NECESSARY IMPLEMENTS, SUPPLIES

Food Code References:

5-501.10 Indoor storage area (NONDEBITABLE ITEM)

5-501.11 Outdoor storage surface

5-501.12 Outdoor enclosure

5-501.13 Receptacles

5-501.14 Receptacles in vending machines

5-501.15 Outside receptacles

5-501.16 Storage areas, rooms & receptacles, capacity & availability

5-501.18 Cleaning implements & supplies

5-501.19 Storage areas, redeeming machines, receptacles & waste handling units, location

5-501.110 Storing refuse, recyclables & returnables

5-501.111 Areas, enclosures and receptacles

5-501.112 Outside storage prohibitions

5-501.113 Covering receptacles

5-501.114 Using drain plugs

5-501.115 Maintaining refuse areas & enclosures

5-501.116 Cleaning receptacles

5-502.11 Frequency – removal

5-502.12 Receptacles or vehicles

5-503.11 Community or individual facility

6-602.110 Outdoor refuse areas, curbed & graded to drain

6-405.10 Receptacles, waste handling units & designed storage areas (NONDEBITABLE ITEM)

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

PHYSICAL FACILITY

35. FLOORS, WALLS, CEILINGS: DESIGNED, CONSTRUCTED, MAINTAINED, CLEAN

Food Code References:

- 6-101.11 Surface characteristics – indoor areas
- 6-102.11 Surface characteristics – outdoor areas
- 6-201.11 Floors, walls & ceilings – cleanability
- 6-201.12 Floors, walls & ceilings, utility lines
- 6-201.13 Floor & wall junctures, covered & enclosed or sealed
- 6-201.14 Floor carpeting, restrictions & installation
- 6-201.15 Floor covering, mats and duckboards
- 6-201.16 Wall & ceiling coverings and coatings
- 6-201.17 Walls & ceilings, attachments
- 6-201.18 Walls & ceilings, studs, joists & rafters
- 6-202.17 Outdoor food vending areas, overhead protection
- 6-202.18 Outdoor servicing areas, overhead protection
- 6-501.11 Repairing
- 6-501.12 Cleaning, frequency & restrictions
- 6-501.13 Cleaning floors, dustless methods
- 6-501.17 Absorbent materials on floors, use limitations

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

36. LIGHTING, VENTILATION, DRESSING ROOMS / DESIGNATED AREAS MAINTAINED

Food Code References:

- 4-202.18 Ventilation hood systems, filters
- 4-204.11 Ventilation hood systems, drip prevention
- 4-301.14 Ventilation hood systems, adequacy
- 6-202.11 Light bulbs, protective shielding
- 6-202.12 Heating, ventilation, air conditioning system vents
- 6-303.11 Intensity – lighting
- 6-304.11 Mechanical – ventilation
- 6-305.11 Designation – dressing areas & lockers
- 6-403.11 Designated areas – employee accommodations
- 6-501.14 Cleaning ventilation systems, nuisance & discharge prohibition
- 6-501.110 Using dressing rooms & lockers

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

37. PREMISES MAINTAINED FREE OF LITTER, UNNECESSARY ARTICLES, CLEANING AND MAINTENANCE EQUIPMENT PROPERLY STORED

Food Code References:

- 6-202.19 Outdoor walking & driving surfaces, graded to drain**
- 6-306.10 Availability – service sinks (NONDEBITABLE ITEM)**
- 6-501.15 Cleaning maintenance tools, preventing contamination***
- 6-501.16 Drying mops**
- 6-501.113 Storing maintenance tools**
- 6-501.114 Maintaining premises, unnecessary items & litter**

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

PHYSICAL FACILITY

38. COMPLETE SEPARATION FROM LIVING / SLEEPING QUARTERS; LAUNDRY

Food Code References:

- 4-301 15 Clothes washers and dryers**
- 4-401.11 Equipment, clothes washers & dryers, and storage cabinets, contamination prevention**
- 4-803.13 Use of laundry facilities**
- 6-202.111 Private homes & living or sleeping quarters, use prohibition**
- 6-202.112 Living or sleeping quarters, separation**

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

PEST AND ANIMAL CONTROL

39. PRESENCE OF INSECTS / RODENTS MINIMIZED: OUTER OPENINGS TOILET ROOMS PROTECTED, ANIMALS AS ALLOWED

- 2-403.11 Handling prohibition – animals***
- 6-202.13 Insect control devices, design and installation**
- 6-202.14 Toilet rooms, enclosed**
- 6-202.15 Outer openings, protected**
- 6-202.16 Exterior walls & roofs, protective barrier**
- 6-501.111 Controlling pests***
- 6-501.112 Removing dead or trapped birds, insects, rodents & other pests**
- 6-501.115 Prohibiting animals***

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance.

DOCUMENTATION OF PROPOSED VARIANCE

40. VARIANCE OBTAINED FOR SMOKING FOR PRESERVATION, CURING, USING ADDITIVES AS PRESERVATIVES, OPERATING A MOLLUSCAN SHELLFISH TANK OR USING REDUCED OXYGEN TO PACKAGE FOOD (1 barrier only)

Food Code Reference:

4-204.110 (B) MOLLUSCAN SHELLFISH TANKS variance documentation

8-103.11 Documentation of proposed variance and justification

IN/ OUT

This item should be marked IN or OUT of compliance, with notes made concerning the reason it is marked OUT of compliance. Mark this item OUT if documentation of an approved variance for MOLLUSCAN SHELLFISH TANKS is lacking but otherwise the establishment is operating under a required HACCP plan.

N.A.

This item may be marked N.A. if the establishment does not smoke for preservation /cure foods, use additives to preserve foods, operate a mollusk shellfish tank and/or package `foods using reduced oxygen using only 1 barrier.