

Food premises cleaning schedule

How to prepare your cleaning schedule

- You can use this guideline to help you develop your own cleaning schedule that meets the specific needs and requirements of your business.
- To ensure the schedule is effective it will need to be monitored by management.
- All food spills must be removed, and areas cleaned and sanitized in a timely fashion. Never let food spills build up anywhere within the premises.
- To help with cleaning, divide your premises into smaller areas and instruct your staff to clean and sanitize all items in that area. For example, equipment, shelves, walls, etc.

Weekly

Kitchen and food preparation areas

- Char-broilers
- Deep fryers
- Food storage bins, containers, shelves
- Heat lamp units
- Ice cube machine (interior and exterior)
- Plate, glassware storage
- Pop machine, dispensing equipment
- Salamander, broilers
- Utensil storage – bins, containers, drawers
- Walls

Dishwashing area

- Above ground grease trap (exterior)
- Dish, plate, utensil, cutlery – containers and shelves

Coolers and freezers

- Reach in cooler compressor
- Storage shelves
- Walls, ceiling

Dry goods storage area

- Food storage shelves, bins, containers

Public, staff washrooms

- Staff lockers

Other

- Chemical, utility room

Monthly

Kitchen and food preparation areas

- Ceiling, ceiling fans, covers and tiles
- Hood vent covers
- Pipes and cables – electric, gas, water

Coolers and freezers

- Compressor unit: fan, filter

Dry goods storage area

- Walls, ceiling, light covers

After each use

Kitchen and food preparation areas

- Bakery equipment
- Blenders, grinders, kettle cookers
- Counter tops
- Cutting boards
- Deli slicer
- Food prep tables – top
- Ice cream blender and blades

After each shift or day

Kitchen and food preparation areas

- Bun warmer
- Convection ovens
- Crock pots
- Flat bed grill and grease traps
- Floors – main food handling, prep areas, and under main line equipment
- Food prep tables – top surface
- Garbage bins
- Hand wash basins
- Ice cream dipping wells and scoops
- Ice cube scoop and scoop container
- Microwaves interiors and exteriors
- Rotisserie – interior, exterior and underneath
- Splash guards
- Steam ovens, pressure cookers
- Steam tables and reservoirs
- Stoves and ovens

Dishwashing area

- Dishwasher (exterior)
- Dishwasher filter
- Floor
- Garbage containers
- Pre-wash sink
- Slop sink, mop head, bucket
- Splash guard

Coolers and freezers

- Display coolers
- Floor
- Reach in coolers

Dry goods storage area

- Floor

Public, staff washrooms

- Floor
- Garbage bins
- Handwash basin
- Infant diaper change tables
- Toilets
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For more information visit peelregion.ca or call Peel Public Health 905-799-7700, toll-free 1-888-919-7800, and ask to speak with a Public Health Inspector.

