Restaurant opening checklist

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Site _____ Date _____

Opened by _____ Time _____

0 of 23 tasks done

Tick Done (✓ or x). °C: type the reading, it turns pink outside the limit in Settings. Empty rows: add your own tasks.

#	Task	Done	°C	Time	Initials	Notes
Arrival and safety						
1	Alarm off, walk the site: doors, windows, any damage or break-in					
2	No signs of pests: droppings, gnawed packaging, insects					
3	Lights, extraction and ventilation on					
4	Fire exits clear and unlocked, extinguishers in place					
5	First aid kit stocked					
Kitchen						
6	Fridge 1 temperature					
7	Fridge 2 temperature					
8	Freezer temperature					
9	Hand-wash basins: hot water, soap, paper towels					
10	Surfaces and boards cleaned and sanitised before prep					
11	Use-by dates checked, out-of-date food thrown away					
12	Allergen info for today's menu and specials up to date					
13	Probe thermometer working, probe wipes stocked					
14	Hot holding up to temperature before service					
Front of house and bar						
15	Tables, chairs and menus clean, floor swept					
16	Toilets clean, stocked and working					
17	Card machines charged, till float counted					
18	Ice machine clean, scoop kept outside the ice					
19	Glass washer on, chemicals topped up					
20	Garnishes prepped and dated					
Team						
21	Rota checked: everyone in, or cover arranged					
22	Nobody handling food with sickness or diarrhoea symptoms					
23	Pre-shift briefing: bookings, specials, 86'd items, allergens					

Problems, repairs, anything the next shift should know

Checked by (manager) _____ Signature _____