

## Food hygiene

Businesses serving food that are open or reopening should ensure that all food hygiene checks are up to date.

### Essential Checklist

- ✓ **Check your water supply-** for legionella risks see <https://www.hse.gov.uk/news/legionella-risks-during-coronavirus-outbreak.htm>
- ✓ **Check that your hot water boiler is working** and that you have hot and cold water supply to all sinks and hand wash basins.
- ✓ **Are your gas and electric supplies safe?** – you may need to get the supply tested by registered tradesperson.
- ✓ **Ensure fire exits are clear** e.g. no chairs and tables stacked in front of them.
- ✓ **Is your waste contract still valid?** Are the bins in good condition? Is there an area where bins are stored clean and tidy?
- ✓ **Check your premises for signs of pest activity or entry points.** Consider having a pest control contract/pre-opening site survey.
- ✓ **Is your equipment working** (refrigerators, freezers, cookers, microwaves, extraction system, hot holding equipment).
- ✓ **Check monitoring equipment** e.g. that probe thermometers, fridge and freezer thermometers are clean and in working order. Calibrate probe thermometers using ice and boiling water.
- ✓ **Thoroughly deep clean** and sanitise the whole premises (all equipment & utensils).
- ✓ **Empty any ice machines** and thoroughly clean and sanitise before refilling.
- ✓ **Thoroughly clean and run dishwashers** and glass washing machines when empty on the hottest cycle before use.
- ✓ **Look at use by dates** and best before dates on stock and throw away anything that is out of date.
- ✓ **Check food packaging materials** are still in a good condition, clean and suitable for use.

- ☑ Ensure **staff uniforms**, aprons and personal protective equipment are in good condition and clean.
- ☑ **Review and update** the Food Safety Management System e.g. Safer Food Better Business, to reflect any changes to your business. <https://www.food.gov.uk/business-guidance/safer-food-better-business-sfbb>
- ☑ **Consider allergens**- has there been a change in the menu, change of supplier or change of ingredients that would mean the allergen information you provide needs to be updated? Update as necessary. <https://www.food.gov.uk/business-guidance/allergen-guidance-for-food-businesses>
- ☑ **Review and update your cleaning schedule** so that it includes the need for more frequent cleaning of tables, chairs, door handles and other hand contact surfaces. Check that chemicals are within date and dispose of any chemicals that were diluted prior to closure of the business.
- ☑ Is staff training up to date, including training regarding COVID 19 procedures? E.g. more frequent hand washing. <https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/>
- ☑ Inform staff regarding sickness reporting procedures. Check for any staff illness, COVID related or sickness and diarrhoea.

For further information see <https://www.food.gov.uk/business-guidance/reopening-checklist-for-food-businesses-during-covid-19>

Check out our Business Resources page for useful posters and checklists-  
available in English and 9 other languages  
[www.sheffield.gov.uk/home/business/coronavirus-business-resources/](http://www.sheffield.gov.uk/home/business/coronavirus-business-resources/)

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