

Food Employee Food Safety Training Checklist

Food safety is an important part of training new staff and review for current staff. The checklist below highlights the main food safety areas that all food employees should be familiar with and comply with daily.

Personal Hygiene and Food Handling Practices

- Foodborne illnesses (causes, importance of proper food handling)
- Health, wounds and personal cleanliness
- Personal food and drinks
- Sink use (hand sink, mop sink, prep sink, 3-comp sink)
- Hand washing (when to wash, how to wash, where to wash)
- Glove use
- No bare hand contact with ready to eat foods
- Cross contamination
- Utensil storage

Potentially Hazardous Foods and Food Temperatures

- Potentially hazardous foods
- Washing produce
- Thawing foods
- Hot and cold hold temperatures
- Cook temperatures
- Cooling foods
- Reheating foods
- Thermometers (how to use and calibrate)
- Food storage

Sanitization and Chemical Use

- Warewashing set-up (mechanical or 3-comp)
- Sanitizer solution (how to set up, ppm)
- How to clean equipment and work spaces
- Chemical storage
- Pesticides and pest control

I understand the food safety principles listed above and I understand that it is important to follow these food safety protocols in my daily work.

Employee Name (please print) _____

Signature of Employee _____ Date _____

Signature of Manager or Owner _____ Date _____

