

Reach Dane
#517 (7/23)

**FOOD SERVICE CLEANING
SCHEDULE
Filled Out Daily as Completed**

Site: _____
(Must be posted in the kitchen)

Month:

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Floors: Daily sweeping and mopping in eating/prep areas, also as needed.																																
Refrigerator(s): Clean inside and wipe down outside weekly, also as needed.																																
Freezer(s): Clean inside and wipe down outside weekly, also as needed.																																
Check Temp Daily, document on the form.	Fridge*																															
	Freezer*																															
Stove/oven: Wipe spills daily. Clean burner rings and inserts weekly. Clean oven bi-weekly. Also clean as needed.																																
Dishwasher: Wipe outside daily. De-lime monthly. Clean removable spray wands weekly.																																
*Check Temp Daily, document on the form.																																
Cupboards/shelving: Organize weekly. Wipe shelves bi-weekly. Also clean as needed.																																
Garbage & Recycle Container: Clean inside and outside daily. Remove garbage daily.																																
Small appliances: Clean after each use.																																
Can opener: Commercial – Wash in the dishwasher daily. Hand-opener – wipe after each use. Sanitize and air dry (do not wash in the dishwasher).																																
Mop: Clean/disinfect and air-dry after each use.																																
Carts: Clean and sanitize after each meal service.																																

*Check Day-Care Licensing regulations for temperature guidelines.