

Food Service Inspection Sheet
Oklahoma Department of Corrections

Inspection Type (Daily, Weekly)			Facility	
	CONDITIONS	S	UNS	COMMENTS
Food Protection	1. Original containers are in good condition			4.a Record temps of all refrigerators and freezers.
	2. All containers are properly labeled			
	3. All food is properly covered in storage and in use			4.b. Record holding temps of all items on serving line and/or warmer boxes. <u>Food Item</u> <u>Temperature</u>
	4. a. Proper temperatures for food storage are maintained: 1. Refrigerator 35-40° F. 2. Freezers 0° F. or lower			
	b. Proper temperatures for food at serving are maintained 1. Hot food-135 F. 2. Cold food-40° (5-ACI-5C-14)			
	5. Food is properly handled i.e., use of utensils, plastic gloves, etc.			
	6. Potentially hazardous food is properly thawed.			
	7. Meat products must be stored on bottom shelves of coolers to eliminate cross contamination.			
8. When food is removed from temperature control, it is served within four hours.				
Personal Practices	1. All food service inmate workers must be cleared by medical prior to assignment to the kitchen.			
	2. Hair restraints/beard guards are used (staff, inmates, visitors/inspectors)			
	3. Personnel are in good health, free from infections, open cuts or burns, etc.			
	4. Personal hygiene is good, i.e., clean clothes, hands washed, etc.			
Equipment and Utensils	1. All equipment is cleaned periodically. There is no negligence in cleaning or repair			1. Document equipment that is not operational.
	2. Food contact surfaces are clean, sanitized, and free of detergents or other cleaning compounds			
	3. Dish machine maintains proper temperature. a. Wash 150°F. b. Rinse/Sanitization (final) 180°F or c. in accordance with recommended temperatures for the use of chemical sanitization products.			3. Record dish Machine temps Wash Temp _____ Rinse Temp _____ Sanitizer (if applicable) _____ ppm
	4. Dish machine is free from lime deposits			
	5. Proper detergent, sanitizing, and drying/rinsing agents are used in the dish machine			6. Sanitizer in use _____ ppm
	6. Pot and pan washing procedure is correct with use of disinfectant. A wash, rinse, and sanitizing sink is available			
	7. Serving line has protective guard			
	8. Equipment and utensils are air dried and stored at least six inches off the floor			
	9. Hood filters are free from accumulation			
	10. Carts and transport equipment are cleaned and sanitized			
	11. Pans/Pots are free of baked on debris and residue.			
Storage	1. Food items and cleaning supplies are stored in separate areas			4. Record temp of dry storage areas.
	2. Containers of food are stored six inches above the floor			
	3. No food is stored under exposed or unprotected sewer or water lines. All food should be stored six inches off the floor.			
	4. Dry storeroom temperature is between 45°-80° F. and has adequate ventilation (5-ACI-5C-14)			
	5. All food items are dated and items that have the oldest dates are used first (first in, first out).			
	6. Storage areas are secured			
Safety	1. Floors are free of standing water			
	2. Hot pads are provided			
	3. Knives are properly stored and handled			
	4. Safety devices on equipment are used			
	5. Fire extinguishers are readily available and properly inspected.			
	6. First Aid kit fully equipped.			
General Sanitation	1. Hand sinks with disposable towels/hand drying devices. Soap and waste receptacles are provided; (5-ACI-5C-11M)			Record water temps (100-120°F) Hand Sink _____ Pot/Dish Area(s) _____
	2. Toilet facilities are clean and have hand washing signs posted.			
	3. Garbage containers or receptacles are adequate and covered			
	4. Kitchen and storage areas are protected from insects, rodents, and flies			
	5. Floors, shelving, and counters are free of accumulated debris			
	6. Mops and buckets are properly cleaned, dried, and stored			
	7. Mop water is changed frequently and contains sanitizing agent			
	8. All cleaning equipment and supplies are stored correctly when not in use			
	9. Floors are in good repair and are free of cracks and missing tiles			
Menus and Special Diets	1. Menu is served as written. Any substitutions are documented			
	2. Meats meet appearance and palatability guides			
	3. Special diets are accurately prepared and served			
	4. Special Diet Request forms are current			

Date _____ Inspector _____

Review by _____ Title _____

Original: Food Service
Copy: Food Service Quality Assurance Coordinator
Copy: Facility/Unit Head