

Hygiene Maintenance Plan for Restaurants

General hygiene control points		
①	Checks upon receiving ingredients	When? Receiving deliveries/other ()
		How? Check the external appearance, smell, condition of packaging and written information (date and storage instructions).
		If you have a problem: Return and exchange the product.
②	Checking internal temperatures of refrigerators /freezers	When? Before work/during work/after work/other
		How? Check the temperature of the inside of the fridge/freezer using a thermometer. (fridge: below °C, freezer: below °C)
		If you have a problem: Discern the cause of any abnormalities in temperature, and double check the temperature settings of the fridge or freezer / If there are any issues, request a repair.
③-1	Prevention of cross-contamination/secondary-contamination	When? Before work/during work/after work/other
		How? Check the condition of food stored inside fridges. When using chopping boards and kitchen knives, keep them separate and wash/disinfect them appropriately after each use.
		If you have a problem: If contamination occurs due to raw meat, either heat the food before serving or dispose of it. When using chopping boards and knives, if anything remains on them after use, be sure to wash them using detergent and disinfect them.
③-2	Cleaning, disinfection and sterilization of cutlery etc.	When? Before work/during work/after work/other
		How? After using utensils such as chopping boards, knives and bowls, wash and disinfect them.
		If you have a problem: When using chopping boards and knives, if any stains remain on them after use, be sure to wash them using detergent and disinfect them.
③-3	Cleaning and disinfection of toilets	When? Before work/during work/after work/other
		How? Clean and disinfect toilets. Pay particular attention to disinfecting toilet seats, flush levers, handles and door knobs.
		If you have a problem: If a toilet becomes unclean during opening hours, clean and disinfect it using detergent.
④-1	Managing employees` health	When? Before work/during work/other
		How? Check employees` state of health, clothing, and whether or not they have hand wounds. If it seems that an employee might be infected, do not allow them to prepare food.
		If you have a problem: If an employee has hand wounds, make them apply waterproof bandages and wear gloves.
④-2	Enforcing hand washing	When? After using the toilet, prior to entering the food preparation area, before dishing up food, when switching tasks, after handling raw meat or fish, after touching money, after cleaning, other ()
		How? Wash hands in a sanitary manner.
		If you have a problem: If it has become apparent that an employee did not wash their hands at a time when it was necessary to do so, make them wash them immediately.

⑤ Critical control points

	Classification	Corresponding menu items	How to check
Category 1	Unheated food (refrigerated foods that are served chilled)		Ways of washing and maintaining temperatures of food <input type="checkbox"/> Have vegetables been washed thoroughly? <input type="checkbox"/> Has the food been stored inside a fridge? <input type="checkbox"/> Has the food been served immediately upon being taken out of the fridge? <input type="checkbox"/> Have stock food items been stored according to storage instructions? <input type="checkbox"/> Has care been taken to ensure that the food has not been touched with bare hands? <input type="checkbox"/> Other ()
Category 2	Heated food (refrigerated foods that are heated and served hot)		How to check if the temperature is sufficient <input type="checkbox"/> Using a probe thermometer <input type="checkbox"/> Judgement based on amount of heat applied and cooking time <input type="checkbox"/> Judgement based on appearance (external appearance, color of cooking juices) and texture (firmness) <input type="checkbox"/> Other ()
	(Foods that are kept at high temperatures after heating)		How to check if the temperature is sufficient <input type="checkbox"/> Using a probe thermometer <input type="checkbox"/> Judgement based on amount of heat applied and cooking time <input type="checkbox"/> Judgement based on appearance (external appearance, color of cooking juices) and texture (firmness) <input type="checkbox"/> Other () Ways of checking heat retention <input type="checkbox"/> Judgement based on temperature of refrigerator <input type="checkbox"/> Judgement based on appearance (steam etc.) <input type="checkbox"/> Other ()
Category 3	Foods that are cooled after heating, and then reheated again.		How to check if the temperature is sufficient <input type="checkbox"/> Using a probe thermometer <input type="checkbox"/> Judgement based on amount of heat applied and cooking time <input type="checkbox"/> Judgement based on appearance (external appearance, color of cooking juices) and texture (firmness) <input type="checkbox"/> Other () Ways of checking cold retention <input type="checkbox"/> Cool down the food immediately and store it in a fridge until serving <input type="checkbox"/> Check that the temperature of the refrigerator is below 10°C <input type="checkbox"/> Other ()
	(Foods that are cooled after heating)		How to check if the temperature is sufficient <input type="checkbox"/> Using a probe thermometer <input type="checkbox"/> Judgement based on amount of heat applied and cooking time <input type="checkbox"/> Judgement based on appearance (external appearance, color of cooking juices) and texture (firmness) <input type="checkbox"/> Other () Ways of ensuring food has been cooled properly <input type="checkbox"/> Has the food been stored inside a fridge? <input type="checkbox"/> Has the food been served immediately upon being taken out of the fridge? <input type="checkbox"/> Check that the temperature of the refrigerator is below 10°C <input type="checkbox"/> Other () Dishing up food <input type="checkbox"/> Dishing up foodなどは素手で触らない <input type="checkbox"/> Other ()

Signature of person in charge	Date signed
-------------------------------	-------------