

CLEANING MONITORING: GENERAL / PERIODIC CHECK

Use ✓ or ✗ to indicate if cleaning is satisfactory

DATE	ROOM	Details of any Action Required/Taken and Date Completed	Supervisor (initials & date)
13 /8/ 05	Main kitchen	<p>Grease on floor under cooker Dirt/soil on tiles rear of hand wash basin Window ledges dirty</p> <p>Cleaner told 13/8/05: All checked 14/8/05 – all OK</p>	SME 14/8/05
13 /8/ 05	Dry goods store	✓	SME 13/8/05
13 /8/ 05	Food Prep Room	<p>Meat slicer handle dirty Soap dispenser handle dirty Food debris beneath chopping block</p> <p>Cleaner told 13/8/05; cleaning items checked 14/8/05 – all OK</p> <p>Cleaning schedule to be revised. Cleaning schedule revised 19/8/05</p>	<p>SME 14/8/05</p> <p>SME 20/8/05</p>

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