



BEVSPOT GUIDES

Industry Checklist

HEALTH INSPECTION CHECKLIST

Use this checklist to prepare
your bar for a health inspection.



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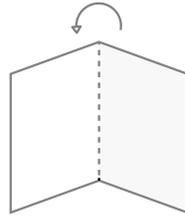
Whether you're expecting a visit from a health inspector or you're simply trying to run a professional and well-managed space, you should routinely carry out a number of essential cleaning and regulatory tasks in your bar.

They might take up a good amount of time, but cleaning and maintenance are two things that are crucial to the success of any bar. Why? Appearances can speak volumes about your establishment, to both your customers and to health inspectors. If you have dusty shelves, trash on the ground, or sticky countertops, you risk failing an inspection and deterring potential customers.

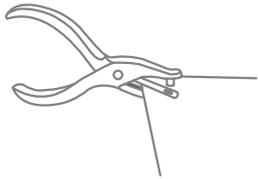
To make sure your establishment is up to U.S. health inspection standards, here are some essential tasks to complete daily, weekly and monthly.



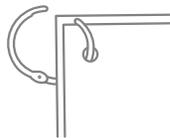
1
Print on letter size paper, single-sided.



2
Fold each page in half along the dotted line.



3
Punch the top corner with a hole punch.



4
Clip together with a loose leaf ring.

MULTIPLE TIMES DAILY

- Wipe down table tops and seats
- Clean public restrooms
- Empty trash and recycling
- Wipe down countertops and bar tops
- Clear dirty dishes and glassware
- Wipe down cutting boards
- Frequently wash hands
- Use an ice scoop, not a glass or your hands

TIP NO. 1

Using a glass to scoop ice is harmful in two ways:

- If the cup is not properly washed, it can contaminate all of the clean ice.
- If the glass breaks or chips, it can fall into your patron's drink or into the ice bin.

DAILY

- Sanitize soda guns and soda gun holders
- Wear gloves when handling food
- Clean speed rails
- Wipe down all speed rail bottles
- Clean floor drains
- Clean employee common area and bathroom
- Check that refrigerators are at the proper temperature (at or below 40 degrees)
- Empty and clean ice wells
- Clean grease traps
- Wipe down surfaces of ice machine
- Clean menus
- Wash floor mats
- Keep garnishes in a closed garnish holder
- Wash garnishes before they're cut
- Wipe down and clean blenders and shakers
- Check for and discard of employee food or drinks in the kitchen
- Clean coffee machines
- Check that handwashing stations have soap, towels and hot water
- Sweep and mop floors

PREPARATION

WEEKLY

- Dust off liquor bottles
- Wash glassware shelves and shelf matting
- Clean glass washer (including filters, scrap traps, wash arms and jets)
- Remove and clean all pour spouts
- Turn off fridge and clean side grills
- Empty reach-in coolers and sanitize them
- Wipe all table tents and salt and pepper shakers
- Pull moveable kitchen equipment away from walls, and clean walls and floor beneath them
- Drain condensation trays in coolers and refrigerators
- Check for and discard of expired product
- Check for rodent droppings (immediately call pest control if you see anything)
- Clean draft lines

TIP NO. 2 If you don't clean your draft lines, you're potentially leaving mold, bacteria, yeast and dead fruit flies in there—gross. Not only is this potentially harmful, it's also detrimental to the taste of your beer.

MONTHLY

- Empty and clean out freezers
- Handle grease build up on flat tops, oven, stove and behind the fryers
- Wash ceilings

TIP NO. 3 If you allow grease to build up, it can lead to:

- Increased risk of fire
- Increased risk of injury
- Plumbing problems
- More pests (flies, rats, etc.)
- Unpleasant odor

PREPARATION
THE DAY OF

ON THE DAY

- Prepare the staff on duty with what they can expect and how they should behave when the health inspector arrives
- Double check your inspector's credentials (so you aren't scammed for free information)
- Walk alongside the inspector so you can see the violations first-hand and immediately correct them if possible
- Sign inspection report to show you received a copy
- Ask inspector to explain all violations you don't understand

AFTER THE INSPECTOR LEAVES

- Review the report and correct all problems
- Inform your employees of violations and explain their significance
- Determine *why* the violations happened to avoid them in the future



When it comes to preparing for a health inspection and running a spotless establishment, there's a lot to take care of. Hopefully you pass the exam and continue to improve on any issues brought up by the inspector. Make sure you regularly run through this checklist to pass mandatory checkups and to keep your customers safe and satisfied.

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