Shared-use kitchen cleaning: what we clean

Check each station against this page at a handoff and note anything left behind.

Kitchen _____ **Address** _____

Checked by _____ **Date** _____

Handoff reset

- ☐ Shared prep tables cleared
- ☐ Stainless surfaces wiped and sanitized
- ☐ Cutting boards and other food-contact surfaces sanitized
- ☐ Dish area run back to empty
- ☐ Line swept and mopped
- ☐ Hand sinks refreshed
- ☐ Leftover product, pans or spills flagged to the manager

Line and grease

- ☐ Range fronts and oven doors degreased
- ☐ Grill and fryer surrounds
- ☐ Wall panels and undershelves

Cold and dry storage

- ☐ Walk-in floors cleaned
- ☐ Door handles, gaskets and curtains wiped
- ☐ Drips under racks cleared
- ☐ Labeled product left on its owner's shelf
- ☐ Dry storage swept, shelving edges wiped

Dish pit, floors and drains

- ☐ Sinks, drainboards and splash walls degreased and descaled
- ☐ Quarry tile, sealed concrete and grout machine scrubbed
- ☐ Floor drains flushed and brushed

Member spaces and supplies

- ☐ Restrooms, lockers and member break area cleaned and disinfected
- ☐ Towel and soap dispensers filled at every hand sink
- ☐ Station bins relined
- ☐ Low stock reported to the kitchen manager

Trash area out back

- [ ] Floor around the bins swept and washed
- [ ] Lids and handles wiped
- [ ] Carts rinsed out
- [ ] Back-door path clear of food and cardboard
- [ ] Compost and recycling sorted to house rules

Notes