DAILY HACCP TEMPERATURE LOG

SITE: _____ DATE: _____ 20_____

Receiving Log   SOP #8

Instructions: Take and record the temperature of a sample of refrigerated time/temperature control for safety (TCS) foods. Milk and shelled eggs must be 45°F or below, and all other TCS foods 41°F or below. Ensure frozen products are solid to the touch. Check all products for quality and to ensure the products ordered are the products received.

Time	Vendor (or other source)	Product Name	Temp	Corrective Action	Initials

Food Temperatures   SOP #5, 12, 17

Menu Item	Process #	1: End of Cooking or Entering Holding Unit			2: Exiting Holding or Entering Serving Unit			3: End of Each Serving Period[a]			4: End of Last Serving Period[b]			Corrective Action
		Time	Temp	Initials	Time	Temp	Initials	Time	Temp	Initials	Time	Temp	Initials	

[a] If service time is long.

[b] If there are no leftovers, write "no leftovers" or "NL" to explain the absence of a temperature.

Refrigerator & Freezer Temperatures   SOP #13

Refrig./Freezer	R#1	R#2	R#3	R#4	R#5	Walk-in Freezer	Deep Freeze	Milk Cooler
Temperature								
Initials								

Corrective Action:

Thermometer Calibration   SOP #5

Instructions: Check thermometers every 2 weeks by placing in an ice water bath. If a thermometer does not read 32°F, adjust it or discard and replace.

Thermometer	#1	#2	#3	#4	#5
Temperature					
Initials					

Corrective Action:

Dishwashing   SOP #7

Three-Compartment Sink *The number of readings taken will depend on the length of time the sink is used.*						
	Wash Temp (≥110°F)			Chemical Sanitizer (3rd sink)		
	Time	Temp	Initials	Time	Concentration	Initials
1st measurement						
2nd measurement						
3rd measurement						

Corrective Action:

Low Temperature Dishmachine		
Wash Temperature	Chemical Concentration	Initials

High Temperature Dishmachine	
Rinse Temperature	Initials

Cooling Leftovers   SOP #19

Food Item	Check if previously established SOP used	If a cooling SOP has not been established in this kitchen, record cooling times & temps here.											
		Time	Temp	Initials	Time	Temp	Initials	Time	Temp	Initials	Time	Temp	Initials

Damaged or Discarded Products   SOP #9

Instructions: Record only food held, returned, or discarded for major food safety reasons (e.g. contaminated, infestation, suspected foodborne illness, etc.), not all leftovers, poor quality food, etc.

Food Item	Quantity Discarded	Action Taken (hold, return, discard)	Reason	Initials

Supervisor's Initials _____