SF Janitorial

PRINTABLE CHECKLIST

Shared and commissary kitchens: what we clean

Walk the kitchen with your manager and sort tasks by booking, night or rotation.

Kitchen _____ **Address** _____

Walked by _____ **Date** _____

Workstations and hot line

- ☐ Stainless tabletops and undershelves sanitized
- ☐ Cutting board racks and prep sinks
- ☐ Range tops, griddle surrounds and oven doors degreased
- ☐ Wall panels behind cooking equipment
- ☐ Knobs, handles and switch covers
- ☐ Renters still wipe their own station before leaving

Cold rooms and dry storage

- ☐ Walk-in cooler and freezer shelving wiped
- ☐ Door gaskets and handles scrubbed
- ☐ Walk-in floors once your staff move product clear
- ☐ Dry goods cages and renter locker shelves and floors
- ☐ Renters' stock left where it sits

Dish area and staff rooms

- ☐ Compartment sinks and drain boards
- ☐ Dish machine housings and spray arms
- ☐ Splash washed from surrounding walls
- ☐ Staff restrooms cleaned and restocked
- ☐ Changing rooms and break areas

Floors and drains

- ☐ Degreaser worked in with a deck brush or walk-behind scrubber
- ☐ Floor rinsed and squeegeed to the drains
- ☐ Floor sinks and drain covers lifted, scrubbed and reset
- ☐ Under equipment legs and behind the fryer on rotation
- ☐ Low shelving and areas around hand sinks
- ☐ Periodic deep tile and grout work

Changeovers and schedule

- ☐ Midday turnover when early renters hand off
- ☐ Full clean after the final booking
- ☐ Weekly rotation for walk-in floors, walls and drains
- ☐ Late-night and weekend visits on your booking calendar
- ☐ Number of workstations and renters noted

Notes