

Residential Kitchen Inspection Checklist

ARE YOU READY? USE THIS GUIDE AS A CHECKLIST TO VERIFY COMPLIANCE WITH MA FOOD SAFETY REGULATIONS TO GET READY FOR YOUR INSPECTION



Town of
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Prevent. Promote. Protect.
Health Department

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GENERAL

- ☐ Probe thermometer available.
- ☐ Gloves available.
- ☐ Ingredients removed from original container are labeled with common name.
- ☐ Pets kept out of food prep and cooking areas.
- ☐ Refrigerators able to maintain food below 41° F.
- ☐ Freezers able to maintain foods frozen.

REQUIRED CERTIFICATES/POSTERS/DOCUMENTS

- ☐ Food Protection Manager and Allergen Awareness certificates available for inspector review.
- ☐ List of foods intended to be prepared available for inspector review.
- ☐ List of ingredients for each food listed and labeled in order by weight.
- ☐ Allergy poster posted in the food preparation area (available on our website: <https://www.ludlow.ma.us/223/Permits> OR at <https://www.mass.gov/doc/food-allergen-awareness-poster-2024-0/download>).

SINKS/WAREWASHING

- ☐ Soap, paper towels, and a trash barrel provided at all handwash sinks.
- ☐ Water temperature at handwash sink at least 100° F.
- ☐ Hot water is available for all cleaning and sanitizing needs.
- ☐ Warewashing sink/dishwasher must be large enough to accommodate largest equipment used in operation.
- ☐ Sanitizer provided (chlorine-bleach, quaternary ammonium compounds, or iodine).
- ☐ Appropriate sanitizer testing strips available.

BATHROOMS

- ☐ Bathroom maintained in a clean and sanitary manner and in good repair.
- ☐ Toilet paper provided.
- ☐ Handwash sink provided and water temperature is at least 100° F (note: kitchen handwash sink may not be used after using the restroom).
- ☐ Soap, paper towels, and a trash bin located at all handwash sinks.

PHYSICAL FACILITY

- ☐ Indoor floor, wall, and ceiling surfaces are: in good repair, smooth, durable, and easily cleanable.
- ☐ Indoor floor, wall, and ceiling surfaces in areas subject to moisture (food prep areas, warewashing areas, and areas subject to flushing or spray-cleaning methods) must be non-absorbent.
- ☐ Garbage receptacles must have covers.
- ☐ Poisonous/toxic materials are labeled and stored so they cannot contaminate food, equipment, utensils, and linens.
- ☐ Food contact surfaces are clean and in good repair.
- ☐ Dry storage areas are clean, dry, protected from splash, dust, or other contamination.
- ☐ Food is stored at least 6" above the floor.
- ☐ Thermometers in all refrigerators and freezers.
- ☐ Refrigerators and freezers are clean, and shelving is in good repair.