### Food Safety Plan Review

**District:**

**School:**

**Review Date:**

**Status:** Approved  Approved with Recommendations  Resubmit (Required Corrective Actions)

<table>
<thead>
<tr>
<th>REQUIRED COMPONENTS of HACCP PLAN</th>
<th>Yes</th>
<th>No</th>
<th>Comments</th>
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</table>

**Program Overview and Facility**

**Standard Operating Procedures (SOPs)**

- Employee Health Policy (Exclude/Restrict Policy)
- Responding to Contamination Events
- Washing Hands and Personal Hygiene Requirements
- Using/Calibrating Food Thermometers
- Cooking Time/Temperature Procedures
- Cooling and Reheating Procedures
- Hot/Cold Holding Procedures
- Receiving Procedures (Food from approved source)
- Using Suitable Utensils when Handling Ready-to-Eat Food
- Storing and Using Poisonous or Toxic Chemicals

**Food Preparation Action Plan**

- Process 1 - No Cook
- Process 2 - Cook and Same Day Serve
- Process 3 - Cook, Cool, Reheat, Serve
- Non-TCS Foods (Items not in Process 1, 2, or 3)

**Control Measures and CCPs**

**Corrective Actions**

**Record Keeping**

- Food Production Records (End Point Cooking, Holding, etc)
- Equipment Temperature Records
- Receiving Logs
- Corrective Action Records
### Recommended Components of Food Safety Plan

<table>
<thead>
<tr>
<th>Component</th>
<th>Yes</th>
<th>No</th>
<th>Comments</th>
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</thead>
<tbody>
<tr>
<td>Emergency Contact List</td>
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<tr>
<td>Unauthorized Access Procedures</td>
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<td>Employee Health and Hygiene Handbook</td>
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### Corrective Actions Required for Approval:


### Recommendations and Additional Comments


Because this was an off-site review of the Food Safety Plan, the sole purpose of this written review is to indicate whether the required components were included and to provide feedback about the content. The person in charge of the school foodservice establishment is responsible for ensuring that the policies and procedures contained in the Food Safety Plan are followed and monitored at all times.

**Reviewed by:**