

BUSINESS NAME

WEEK COMMENCING

CHECKED BY (MANAGER)

PROBE THERMOMETER ID

CHILLED FOOD · LEGAL LIMIT

8°C or below

Never above this in storage or display

FRIDGE SET POINT · RECOMMENDED

0°C to 5°C

Gives a safety margin below 8°C

FROZEN FOOD

–18°C or below

Recommended freezer temperature

HOT HOLDING · LEGAL LIMIT

63°C or above

Use the hot-holding log (page 2)

Day	Check	Unit 1 Chill ☐ Freeze ☐	Unit 2 Chill ☐ Freeze ☐	Unit 3 Chill ☐ Freeze ☐	Unit 4 Chill ☐ Freeze ☐	Unit 5 Chill ☐ Freeze ☐	Unit 6 Chill ☐ Freeze ☐	Action taken if out of range	Initials
Monday	Opening	°C	°C	°C	°C	°C	°C		
	Closing	°C	°C	°C	°C	°C	°C		
Tuesday	Opening	°C	°C	°C	°C	°C	°C		
	Closing	°C	°C	°C	°C	°C	°C		
Wednesday	Opening	°C	°C	°C	°C	°C	°C		
	Closing	°C	°C	°C	°C	°C	°C		
Thursday	Opening	°C	°C	°C	°C	°C	°C		
	Closing	°C	°C	°C	°C	°C	°C		
Friday	Opening	°C	°C	°C	°C	°C	°C		
	Closing	°C	°C	°C	°C	°C	°C		
Saturday	Opening	°C	°C	°C	°C	°C	°C		
	Closing	°C	°C	°C	°C	°C	°C		
Sunday	Opening	°C	°C	°C	°C	°C	°C		
	Closing	°C	°C	°C	°C	°C	°C		

IF A READING IS OUT OF RANGE

1. Re-check with a probe thermometer in a glass of water or between packs.
2. Check the door is shut, seals are intact, the unit is not overloaded and air vents are clear.
3. Re-check after 30 minutes. If still high, move food to a working unit and call your engineer.
4. Food above 8°C for an unknown time: follow your food safety procedure. If in doubt, throw it out.

TAKING AN ACCURATE READING

1. Read before opening for the day and after closing, when doors have been shut.
2. Compare the display with a probe once a week. More than 2°C apart? Book a service.
3. Write the actual number, not a tick.

KEEP THESE RECORDS

1. File completed sheets with your food safety records.
2. Inspectors may ask to see them during a food hygiene visit.
3. Recurring high readings are a sign the unit needs servicing or replacing.

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HOT HOLDING · LEGAL LIMIT

63°C or above

Probe the centre of the food, not the air in the cabinet

CHECK FREQUENCY

Every 2 hours

And whenever a new batch goes on display

BELOW 63°C?

Hot food may be held below 63°C for one period of up to 2 hours

After that, reheat until steaming hot or discard, as your food safety procedure says

Date	Time	Food item	Cabinet / unit	Core temp	63°C or above?	Action taken if below 63°C	Initials
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		
	__:__			°C	Yes ☐ No ☐		

GOOD HOT-HOLDING PRACTICE

1. Only put food in the cabinet once it is already piping hot. Cabinets keep food hot, they do not cook or reheat it.
2. Pre-heat the cabinet before service and keep the doors closed between servings.
3. Clean probes between foods with a probe wipe.

WHEN THE CABINET IS NOT HOLDING TEMPERATURE

1. Check the thermostat setting and the water tray, if the cabinet has one.
2. Move food to a working unit or follow your procedure for food below 63°C.
3. Record the problem here and report it so the unit can be serviced.