



How to achieve a good food hygiene rating score.

Here are some tips to help you achieve a top food hygiene rating score. This checklist will help you to ensure you are meeting legal requirements and following good hygiene practice. Take an honest look at your food business and complete the questions below. For any question you are unsure of or do not know the answer to, then answer "No" and take action to find information and make improvements.

Further information on these food safety requirements can be found at: www.bromley.gov.uk/food

Food safety management system	Yes	No
A documented food safety management system is in place and implemented e.g. Safer Food Better Business (SFBB). www.bromley.gov.uk/FoodSafetyManagementSystems		
Regular monitoring checks are carried out to make sure our controls are working.		
We record these checks e.g. in the SFBB diary or on record sheets. www.bromley.gov.uk/FoodDocuments		
Training		
Staff / food handlers have received food hygiene training and / or adequate instruction and supervision and we have certificates or records to prove this. www.bromley.gov.uk/FoodHygieneTraining		
Staff / food handlers understand our Food Safety Management System / SFBB and follow the good food handling practices that we have set out.		
Temperature control		
Do staff / food handlers know the correct safe temperatures to keep food? e.g. chilled foods at or below 8°C, cook food to at least 75°C for 30 seconds, hold hot food above 63°C.		
The temperature of cold food storage is checked at least once a day. (The food temperature is at 8°C or below and / or air temperature of equipment less than 4°C).		
Checks are made to ensure all foods are thoroughly cooked (visual and / or temperature checks).		
Cooked food, that is to be stored cold, is chilled quickly (within 90 minutes) using good hygiene practices.		
Food being held hot is kept above 63°C.		
All prepared food is labelled with a use by / throw by system e.g. day dots.		
Sanitising wipes are used to clean the probe thermometer.		
The probe thermometer is regularly calibrated (i.e. using iced water and steam to check it is working correctly).		
Cleaning and hand washing		
The floors, walls and ceilings in rooms where food is stored and / or handled are clean.		
A cleaning schedule is in place.		
Suitable cleaning products are used following the manufactures instructions. The disinfectant / sanitiser, complies with BSEN 1276 or BSEN 13697.		
Suitable cloths are used e.g. 'blue paper roll', single use cloths, re-useable cloths are laundered to at least 82°C or 'hot' wash.		
Food preparation surfaces, hand contact surfaces (taps, bin lids, and fridge doors) and equipment are cleaned and disinfected regularly.		
A separate basin for hand washing hand washing is provided and is equipped with hot and cold (or warm) running water, soap and hygienic means of drying hands, i.e. paper towels.		
Staff / food handlers have been instructed and know when and how to wash their hands properly.		
Staff / food handlers wear clean work clothing and/ or over clothing.		
Staff / food handlers know that if they have diarrhoea and / or vomiting they must not return to work until 48 hours after symptoms cease.		
Cross contamination		
Raw and ready to eat foods are stored separately.		
Separate, identifiable equipment and designated surfaces are used for preparing raw and ready to eat foods.		
Structure and pests		
The design & construction of our premises meets legal requirements and the floors, walls and ceilings are in good repair and easy to clean.		
There are sufficient sinks, with hot and cold running water, to wash food and clean / disinfect equipment.		
The premises is pest proofed to prevent access by pests such as rodents and flies.		
Regular checks are carried out for signs of pests - there is no evidence of pest activity.		

If you answered 'No' to any question, you need to address these areas, it is sensible to write down how you are going to do this. This checklist gives an overview of the main areas considered during a routine food safety inspection. Remember that your score will be based on what is seen on the day of an inspection - so it is important you maintain good standards at all times.