



# INSTRUCTIONS

for completing DBPR Form HR 5022-085

## HACCP CHART

This one page temperature monitoring chart is used to monitor and record food temperatures. The products chosen to be monitored will serve as the indicators of the temperature at which food is being maintained during the specified process or in the specified location throughout the day.

The temperature information provided on the chart indicates the proper temperature and time frames required and what to do if the food product does not meet the minimum requirements listed. The Corrective Action section is the place to document what is done to correct any noted deficiencies. Each time a critical limit is not met, a corrective action must be taken and documented.

- **Walk-In Coolers:** Pick any four (4) food items that are present the most in the walk-in cooler. The selected foods should have varying consistencies (e.g., thick, thin, liquid, solid, etc.).
- **Cookline Coolers:** Pick one (1) or more food items from each cooler.
- **Cooking:** Pick any four (4) meals during the three periods of the day. You may utilize bulk products or plated meals.
- **Reheating:** Pick any four (4) food products during the three periods of the day.
- **Hot Holding:** Pick any four (4) food products during the three periods of the day.
- **Cooling:** List the food product that undergoes cooling. Record the temperatures monitored during the cooling process. Cooling is divided into two (2) parts, both of which need to be monitored.
- **Receiving:** List any food products received, especially ready-to-eat, potentially hazardous items and record the temperature upon receipt.

Be sure to change the indicators used in each process approximately every two (2) days as rotating the indicators allows the operator to check each type of product. A cold holding time of two (2) days also allows the operator to gauge the effectiveness of the cold hold units. Comparing the closing temperature indicators with the next day temperature indicators allows over night comparison.