

Back-of-House Restaurant Cleaning Checklist

Daily

- ☐ Ensure all food is stored in air-tight containers using the FIFO (First In, First Out) method
- ☐ Food containers should be at least 6" off the floor and 12" from the walls
- ☐ Confirm the fridge and freezers are set at the right temperature
- ☐ Wipe down splatters and food debris from all surfaces
- ☐ Thoroughly clean grills, griddles, ranges, flattops, and fryers, including underneath the equipment
- ☐ Replace foil lining on top of ranges, grills, and flattops
- ☐ Clean all other equipment, such as coffee makers, microwaves, toasters, and meat slicers
- ☐ Use sanitizing chemicals to disinfect all prep surfaces
- ☐ Clean and sanitize beverage dispenser heads and soda gun tips
- ☐ Wash utensils, smallwares, flatware, and glassware, letting them air dry overnight
- ☐ Clean all sinks
- ☐ Launder rags, towels, aprons, and uniforms
- ☐ Refill soap dispensers and replace empty paper towel rolls
- ☐ Sweep and clean walk-in refrigerators and storage areas
- ☐ Remove trash and recycling
- ☐ Disinfect the waste disposal area and clean trash cans
- ☐ Sweep and mop floors using cleaning products. Ensure there is no stagnant water left behind.

Weekly

- ☐ Thoroughly clean ovens, including the walls, door, and racks
- ☐ Remove any built-up lime scale from sinks and faucets

- ☐ Perform a deep cleaning of the fryer
- ☐ Sanitize the walk-in refrigerators and freezers
- ☐ Clean any anti-fatigue mats
- ☐ Use drain cleaner to clean floor drains

Monthly

- ☐ Clean the area behind the hot line to prevent clogs
- ☐ Run cleaning and sanitizing chemicals through coffee or espresso machines to remove built-up grime
- ☐ Deep clean and sanitize the ice machine (at least every 6 months)
- ☐ Sanitize the freezer and clean the refrigerator coils to remove dust
- ☐ Empty grease traps
- ☐ Clean walls and ceiling to remove any grease buildup
- ☐ Clean vent hoods (at least every few months)
- ☐ Replace any pest traps

Front-of-House Restaurant Cleaning Checklist

Daily

- ☐ Wipe down walls as needed
- ☐ Sanitize all tables
- ☐ Inspect and clean condiments and salt and pepper shakers
- ☐ Wipe down all counters
- ☐ Clean seats and benches
- ☐ Inspect the servers' stations for crumbs and splashes
- ☐ Launder cloth napkins, microfiber cloths, tablecloths, and staff aprons
- ☐ Vacuum carpets
- ☐ Remove trash and recycling
- ☐ Clean the interior and exterior of trash and recycling bins
- ☐ Sweep and mop floors, leaving no stagnant water behind
- ☐ Sanitize all surfaces in restrooms
- ☐ Disinfect toilets
- ☐ Wipe down bathroom sinks
- ☐ Empty feminine hygiene product bags
- ☐ Remove bathroom trash
- ☐ Sweep and mop restroom floors

Weekly

- ☐ Clean and wipe down light fixtures
- ☐ Wash windows and glass doors
- ☐ Sanitize door handles

Monthly

- ☐ Remove dust from decorations and wall art
- ☐ Inspect the ceiling for cobwebs and remove them
- ☐ Clean the walls and baseboards