

PEST CONTROL DETAILS

Name of company:

Contact details:

What is treated?

How often is treatment needed?

Last treatment date:

What chemicals are used?

What is the location of baits if used?

Are there any precautions that need to be carried out before or after treatment?

Please attach receipts to this form. Talk to your pest control operator to help you develop a pest control program suitable for your premises.

You can use this template to help you meet the requirements of section B10 of the Eat Safe Mackay food safety industry checklist. Important information on how to complete this form is available in the *Eat Safe Mackay Food Safety Made Easy Guide* available at mackay.qld.gov.au/eatsafe. Details about the Eat Safe Mackay food safety rating scheme are also available online.



CLEANING PROGRAM

TEMPLATE

Job number	Fittings/equipment	Cleaning tools and products	Cleaning procedures	How often
E.g. 1	<i>Kitchen floors</i>	<i>mop, bucket, hot water, floor detergent</i>	<i>mop all floors using detergent</i>	<i>daily</i>

You can use this template to help you meet the requirements of section B3 of the Eat Safe Mackay food safety industry checklist. Important information on how to complete this form is available in the *Eat Safe Mackay Food Safety Made Easy Guide* available at mackay.qld.gov.au/eatsafe. Details about the Eat Safe Mackay food safety rating scheme are also available online.



CLEANING SCHEDULE

TEMPLATE

Date	Job number – tick if completed														Signature
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	
E.g. 20/07/2010	✓			✓	✓	✓						✓			John Smith

You can use this template to help you meet the requirements of section B3 of the Eat Safe Mackay food safety industry checklist. Important information on how to complete this form is available in the *Eat Safe Mackay Food Safety Made Easy Guide* available at mackay.qld.gov.au/eatsafe. Details about the Eat Safe Mackay food safety rating scheme are also available online.



WASTE COLLECTION DETAILS

TEMPLATE

Name of company	Phone number	Type of waste	Collection day

You can use this template to help you meet the requirements of section B11 of the Eat Safe Mackay food safety industry checklist. Important information on how to complete this form is available in the *Eat Safe Mackay Food Safety Made Easy Guide* available at mackay.qld.gov.au/eatsafe. Details about the Eat Safe Mackay food safety rating scheme are also available online.



WASTE CLEANING

TEMPLATE

Job description	Cleaning tools and products	Cleaning procedures	How often
<i>clean kitchen bins</i>	<i>sanitiser, brush, soapy water</i>	<i>Remove waste products. Rinse and scrub with soapy water. Spray sanitizer and allow to dry.</i>	<i>weekly</i>

You can use this template to help you meet the requirements of section B11 of the Eat Safe Mackay food safety industry checklist. Important information on how to complete this form is available in the *Eat Safe Mackay Food Safety Made Easy Guide* available at mackay.qld.gov.au/eatsafe. Details about the Eat Safe Mackay food safety rating scheme are also available online.



TRAINING RECORDS

TEMPLATE

Name	Date of training	Type of training	Length of training	Qualification/result achieved

You can use this template to help you meet the requirements of section B8 of the Eat Safe Mackay food safety industry checklist. Important information on how to complete this form is available in the *Eat Safe Mackay Food Safety Made Easy Guide* available at mackay.qld.gov.au/eatsafe. Details about the Eat Safe Mackay food safety rating scheme are also available online.



PRODUCT RECEIPT

TEMPLATE

Date	Time	Supplier	Product	Packaging	Temp °C	Action	Signature
E.g. 20/07/2010	8:15AM	Bob's Butcher	Mince beef	shrink wrap	15°C	Rejected	John Smith



- Perishable items: at or below 5°C
- Frozen items: between -15°C and -12°C
- Hot items: at or above 60°C

You can use this template to help you meet the requirements of section B4 of the Eat Safe Mackay food safety industry checklist. Important information on how to complete this form is available in the *Eat Safe Mackay Food Safety Made Easy Guide* available at mackay.qld.gov.au/eatsafe. Details about the Eat Safe Mackay food safety rating scheme are also available online.



PRODUCT TEMPERATURE RECORD

TEMPLATE

Date	Time	Item recorded	Temp °C	Action	Signature



- Perishable items: at or below 5°C
- Frozen items: between -15°C and -12°C
- Hot items: at or above 60°C

You can use this template to help you meet the requirements of section B4 of the Eat Safe Mackay food safety industry checklist. Important information on how to complete this form is available in the *Eat Safe Mackay Food Safety Made Easy Guide* available at mackay.qld.gov.au/eatsafe. Details about the Eat Safe Mackay food safety rating scheme are also available online.



