

(Sample) Cleaning Schedule

NB- Please initial relevant box when cleaning has taken place and supervisors to sign weekly

Week Commencing: _____

Location / Area: **Main Kitchen**

Item to be cleaned	Cleaning Agents	Personal Protective Equipment	Frequency							Signature
			Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
Deep Fat Fryer	Oven / Fryer Cleaner	Gloves, Mask, Goggles & Apron	Twice Weekly							
Bain-Marie	Cleaner / Sanitiser	Gloves	Three times per week							
Gas Oven	Oven / Fryer Cleaner	Gloves, Mask, Goggles & Apron	As Required (but not less than once a week)							
Gas Rings / Stoves	Oven / Fryer Cleaner	Gloves, Mask, Goggles & Apron	Daily							
Combi Oven	Oven / Fryer Cleaner	Gloves, Mask, Goggles & Apron	As Required (but not less than once a week)							
Canopy	Degreaser	Gloves & Apron	Weekly							
Filters	Degreaser	Gloves & Apron	Weekly							
Bratt Pan	Oven / Fryer Cleaner	Gloves, Mask, Goggles & Apron	After each use							
Salamander	Oven / Fryer Cleaner	Gloves, Mask, Goggles & Apron	Daily							

Robot Coup	Cleaner / Sanitiser	Gloves	After each use								
Liquidising Gun	Cleaner / Sanitiser	Gloves	After each use								
Can opener	Cleaner / Sanitiser	Gloves	After each use								
Griddle	Oven / Fryer Cleaner	Gloves, Mask, Goggles & Apron	Daily								
Work tables	Cleaner / Sanitiser	Gloves	Daily								
Blast Chiller	Cleaner / Sanitiser	Gloves	Daily								
Shelving / Racks	Cleaner / Sanitiser	Gloves	Twice Weekly								
Wash hand basins, soap & towel dispenser	Cleaner / Sanitiser	Gloves	Daily								
Floors	Degreaser	Gloves & Apron	Daily								
Doors	Cleaner / Sanitiser	Gloves	Twice weekly								
Ceilings	Cleaner / Sanitiser	Gloves	Every Second Monday Weekly								
Walls	Cleaner / Sanitiser	Gloves	Weekly								

Location / Area: **Pastry Kitchen**

Item to be cleaned	Cleaning Agents	Personal Protective Equipment	Frequency	Frequency							Signature
				Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
Gas Rings / Stoves	Oven / Fryer Cleaner	Gloves, Mask, Goggles & Apron	Daily								
Combi Oven	Oven / Fryer Cleaner	Gloves, Mask, Goggles & Apron	As Required (but not less than once a week)								
Canopy	Degreaser	Gloves & Apron	Weekly								
Filters	Degreaser	Gloves & Apron	Weekly								
Work tables	Cleaner / Sanitiser	Gloves	Daily								
Shelving / Racks	Cleaner / Sanitiser	Gloves	Twice Weekly								
Wash hand basins, soap & towel dispenser	Cleaner / Sanitiser	Gloves	Daily								
Floors	Degreaser	Gloves & Apron	Daily								
Doors	Cleaner / Sanitiser	Gloves	Twice weekly								
Ceilings	Cleaner / Sanitiser	Gloves	Every Second Monday Weekly								
Walls	Cleaner / Sanitiser	Gloves	Weekly								
Pastry Fridge	Cleaner / Sanitiser	Gloves	Daily								