

Hygiene Rating Checklist Food Service Establishments/Bakery

Date		FSSAI Licence No.	
Name of Organisation		Outlet Name	
Outlet Location		FSS Name	
FSS Certificate Code		Course Code	

S. No.	Audit Question	Score
1	Food establishment has an updated FSSAI license/Registration and Food Safety Display Board (FSDB) is displayed at a prominent location.	2
2	Food Business have FoSTaC trained Food Safety Supervisors (FSS) as per mandate.	2
I.	Design & facilities	
3	The food premise should be located in hygienic environment. The design of food premises provides adequate working space; permit maintenance & cleaning to prevent the entry of dirt, dust & pests.	2
4	internal structure & fittings are made of non-toxic and impermeable material.	2
5	Walls, ceilings & doors are free from flaking paint or plaster, condensation & shedding particles.	2
6	Floors are non-absorbent, non-slippery & sloped appropriately.	2
7	Windows are kept closed & fitted with insect proof screen when opening to external environment.	2
8	Doors are smooth and non-absorbent. Suitable precautions have been taken prevent entry of pests.	2
9*	Potable water (meeting standards of IS:10500 & tested semi-annually with records maintained thereof) is used as product ingredient or in contact with food or food contact surface.	4
10	Equipment and containers are made of non-toxic, impervious, non-corrosive material which is easy to clean & disinfect.	2
11	Adequate facilities for heating, cooling, refrigeration and freezing food & facilitate monitoring of temperature.	2
12	Premise has sufficient lighting. Lighting fixtures are protected to prevent contamination on breakage.	2
13	Adequate ventilation is provided within the premises.	2
14	An adequate storage facility for food, packaging materials, chemicals, personnel items etc. is available.	2

15	Personnel hygiene facilities are available including adequate number of hand washing facilities, toilets, and change rooms for employees.	2
16	Food material is tested either through internal laboratory or through an accredited lab. Check for records.	2
II.	Control of operation	
17	Incoming material is procured as per internally laid down specification from approved vendors. Check for records (like certificate of analysis, Form E, specifications, name and address of the supplier, batch no., mfg., use by/expiry date, quantity procured etc.)	2
18	Raw materials are inspected at the time of receiving for food safety hazards. (Farm produce like vegetables, fruits, eggs etc. must be checked for spoilage and accepted only in good condition)	2
19	Incoming material, semi or final products are stored according to their temperature requirement in a hygienic environment to avoid deterioration and protect from contamination. FIFO & FEFO is practiced.	2
20	Foods of animal origin are stored at a temperature less than or equal to 4°C	2
21	All raw materials is cleaned thoroughly before food preparation.	2
22	Proper segregation of raw, cooked; vegetarian and non-vegetarian food is done.	2
23	All the equipment is adequately sanitized before and after food preparation.	2
24*	Frozen food is thawed hygienically. No thawed food is stored for later use. (Meat, Fish and poultry is thawed in refrigerator at 5 °C or below or in microwave. Shellfish/seafood is thawed in cold potable running water at 15 °C or below within 90 minutes.	4
25*	Vegetarian items are cooked to a minimum of 60°C for 10 minutes or 65°C for 2minutes core food temperature. Non vegetarian items are cooked for a minimum of 65°C for 10 minutes or 70°C for 2 minutes or 75°C for 15 seconds core food temperature.	4
26*	Cooked food intended for refrigeration is cooled appropriately. (High risk food is cooled from 60° C to 21°C within 2 hours or less and further cooled to 5° C within two hours or less.)	4
27	Food portioning is done in hygienic conditions. High risk food is portioned in a refrigerated area or portioned and refrigerated within 30 minutes. Large amount of food is portioned below 15 °C.	2
28*	Hot food intended for consumption is held at 65° C and non-vegetarian food intended for consumption is held at 70°C. Cold foods are maintained at 5°C or below and frozen products are held at -18° C or below. (*Hot food is kept above 65°C and cold food is kept below 5°C but below 10 °C upto 42 hours for not more than two hours only once.)	4

29*	Reheating is done appropriately and no indirect of reheating such as adding hot water or reheating under bain-marie or reheating under lamp are being used. (The core temperature of food reaches 75°C and is reheated for at least 2 minutes at this temperature.)	4
30	Oil being used is suitable for cooking purposes is being used. Periodic verification of fat and oil by checking the color, the flavour and floated elements is being done.	2
31*	Vehicle intended for food transportation are kept clean and maintained in good repair & are maintain required temperature. (Hot foods are held at 65° C, cold foods at 5° C and frozen item -18°Cduring transportation or transported within 2 hours of food preparation).	4
32	Food and non-food products transported at same time in the same vehicle are separated adequately to avoid any risk to food.	2
33	Cutlery, crockery used for serving and dinner accompaniments at dining service are clean and sanitized free from unhygienic matters.	2
34	Packaging and wrapping material coming in contact with food is clean and of food grade quality.	2
III.	Maintenance & sanitation	
35	Cleaning of equipment, food premises is done as per cleaning schedule & cleaning programme. There should be no stagnation of water in food zones.	2
36	Preventive maintenance of equipment and machinery are carried out regularly as per the instructions of the manufacturer. Check for records.	2
37	Measuring & monitoring devices are calibrated periodically.	2
38	Pest control program is available & pest control activities are carried out by trained and experienced personnel. Check for records.	2
39*	No signs of pest activity or infestation in premises (eggs, larvae, faeces etc.)	4
40	Drains are designed to meet expected flow loads and equipped with grease and cockroach traps to capture contaminants and pests.	2
41	Food waste and other refuse are removed periodically from food handling areas to avoid accumulation.	2
IV.	Personal Hygiene	
42	Annual medical examination & inoculation of food handlers against the enteric group of diseases as per recommended schedule of the vaccine is done. Check for records.	2

43	No person suffering from a disease or illness or with open wounds or burns is involved in handling of food or materials which come in contact with food.	2
44*	Food handlers maintain personal cleanliness (clean clothes, trimmed nails & water proof bandage etc.) and personal behaviour (hand washing, no loose jewellery, no smoking, no spitting etc.)	4
45	Food handlers are equipped with suitable aprons, gloves, headgear, etc.; wherever necessary.	2
V.	Training & records keeping	
46	Internal / External audit of the system is done periodically. Check for records.	2
47	Food Business has an effective consumer complaints redressal mechanism.	2
48	Food handlers have the necessary knowledge and skills & trained to handle food safely. Check for training records.	2
49*	Appropriate documentation & records are available and retained for a period of one year, whichever is more.	4

..... **Total points** /118

Asterisk mark (*) questions may significantly impact food safety & therefore must be addressed as a priority. Failure in any of the asterisk mark questions, will lead to Non-compliance

Note: Hygiene Rating checklist on website provides Yes/No/Not Applicable option. On backend the score are automatically calculated.

Hygiene Rating Checklist for Sweet Shop

Date		FSSAI Licence No.	
Name of Organisation		Outlet Name	
Outlet Location		FSS Name	
FSS Certificate Code		Course Code	

S. No.	Audit Question	Score
A.	General Requirement	
1	Food establishment has an updated FSSAI license and is displayed at a prominent location.	2
2	Food Establishment have FoSTaC certified FSS as per mandate	2
B.	Basic food Safety & hygiene	
I.	Design & facilities	
3	The mithai/sweet shop should be located in hygienic environment. The design of sweet/halwai shop provides adequate working space; permit maintenance & cleaning to prevent the entry of dirt, dust & pests.	2
4	The internal structure & fittings are made of non-toxic and impermeable material.	2
5	Walls, ceilings & doors are free from flaking paint or plaster, condensation & shedding particles.	2
6	Floors are non-absorbent, non-slippery & sloped appropriately.	2
7	Windows are kept closed & fitted with insect proof screen when opening to external environment.	2
8	Doors are smooth and non-absorbent. Suitable precautions have been taken prevent entry of pests.	2
9*	Potable water (meeting standards of IS: 10500 & tested semi-annually with records maintained thereof) is used as product ingredient or in contact with food or food contact surface.	4
10	Equipment and containers are made of non-toxic, impervious, non-corrosive material which is easy to clean & disinfect.	2
11	Adequate facilities for heating, cooking, cooling, refrigeration and freezing food & facilitate monitoring of temperature.	2
12	Premise has sufficient lighting. Lighting fixtures are protected to prevent contamination on breakage.	2
13	Adequate ventilation is provided within the premises.	2
14	An adequate storage facility for food both hot and cold, packaging materials, chemicals, personnel items etc. is available.	2
15	Personnel hygiene facilities are available including adequate number of hand washing facilities, toilets, and changing rooms for employees.	2

16	Raw and finished product to be tested periodically, Check records.	2
II.	Control of operation	
17*	Incoming material like colour, flavour, raw material like milk, oil etc. is procured as per internally laid down specification from approved vendors. Check for records (like certificate of analysis, Form E, specifications, name and address of the supplier, batch no., mfg., use by/expiry date, quantity procured etc.). Only permitted colours and flavours to be used.	4
18	Raw materials are inspected at the time of receiving for food safety hazards. (Farm produce like flour, milk etc. must be checked for spoilage and accepted only in good condition). Ensure raw and finished products are free from visible adulteration.	2
19	Incoming material, semi or final products are stored according to their temperature requirement in a hygienic environment to avoid deterioration and protect from contamination. FIFO & FEFO is practiced.	2
19	All raw materials is cleaned thoroughly before food preparation.	2
20	Proper segregation of raw , semi processed and finished food is done.	2
21	All the equipment is adequately cleaned and sanitized before and after food preparation.	2
22	Cutting, portioning, slicing etc. of sweet is not done directly on floor.	2
23	Cooking done minimum at appropriate temperature, 60°C for 10 minutes or 65°C for 2 minutes core food temperature.	2
24	Hot food intended for consumption is held at 65° C. Cold foods are maintained at 5°C or below and frozen products are held at -18° C or below.	2
25	Prepared food intended for refrigeration is cooled appropriately to prevent from spoilage	2
26*	Oil being used is suitable for cooking/frying purposes. Visual inspection of fat and oil by checking the color, the flavour, rancidity and floated elements is being done	4
27*	Sweets are properly covered during the entire process and not kept exposed Display of sweets in required temperature conditions according to the nature of sweets.	4
28	Food and non-food products transported at same time in the same vehicle are separated adequately to avoid any risk to food.	2
29	Vehicle intended for food transportation are kept clean and maintained in good repair & are maintain required temperature.	2
30	Packaging, wrapping and serving material coming in contact with food is clean and of food grade quality. Avoid use of newspaper.	2
31	Labelling should be as per the FSSAI norms. Shelf life indicated properly.	2
III.	Maintenance & sanitation	
32	Cleaning of equipment, food premises is done as per cleaning schedule & cleaning programme. There should be no stagnation of water in food zones.	2
33	Preventive maintenance of equipment and machinery are carried out regularly as per the instructions of the manufacturer. Check for records.	2
34	Measuring & monitoring devices are calibrated periodically.	2
35	Pest control program is available & pest control activities are carried out by trained and experienced personnel. Check for records.	2
36*	No signs of pest activity or infestation in premises (eggs, flies, larvae, faeces etc.)	4
37	Drains are designed to meet expected flow loads and equipped with grease and cockroach traps to capture contaminants and pests.	2

38	Food waste and other refuse are removed periodically from food handling areas to avoid accumulation.	2
IV.	Personal Hygiene	
39	Annual medical examination & inoculation of food handlers against the enteric group of diseases as per recommended schedule of the vaccine is done. Check for records.	2
40	No person suffering from a disease or illness or with open wounds or burns is involved in handling of food or materials which come in contact with food.	2
41*	Food handlers maintain personal cleanliness (clean clothes, trimmed nails & water proof bandage etc.) and personal behaviour (hand washing, no loose jewellery, no smoking, no spitting etc.)	4
42	Food handlers are equipped with suitable aprons, gloves, headgear, etc.; wherever necessary.	2
V.	Training & records keeping	
43	Internal / External audit of the system is done periodically. Check for records.	2
44	Food Business has an effective consumer complaints redressal mechanism.	2
45	Food handlers have the necessary knowledge and skills & trained to handle food safely. Check for training records.	2
46*	Appropriate documentation & records are available and retained for a period of one year, whichever is more.	4

Total points /106

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Note: Hygiene Rating checklist on website provides Yes/No/Not Applicable option. On backend the score are automatically calculated.

Hygiene Rating Checklist for Meat Retail

Date		FSSAI Licence No.	
Name of Organisation		Outlet Name	
Outlet Location		FSS Name	
FSS Certificate Code		Course Code	

S. No.	Audit Check List for Retail Meat Shop	Score
1	The FSSAI Registration or license certificate obtained for meat shop. NOC from municipality or local body.	2
2	Food Establishment have FoSTaC certified FSS as per mandate	2
I.	Design and Facilities	
3	The retail meat shop should be located away from environmental polluted area like dust, dirt, fumes, smoke and other contaminants.	2
4	The premises should be of appropriate size with adequate working space having size of minimum 3 meters.	2
5	The layout of the premises shall be such that there is a unidirectional flow of men and material to avoid cross contamination which could be achieved by operation timings.	2
6	Internal structure & fittings are made of non-toxic, cleanable, impermeable materials which prevent the entry of dirt, dust & pests.	2
7	Floors are impervious, non-slippery, easy to clean/washable without possibility of stagnation.	2
8	Walls are paved with imperious glazed tiles at least 5 feet height.	2
9	Windows & other openings are free from accumulated dirt; those which when open are fitted with insect-proof screen.	2
10	Doors are smooth, non-absorbent surface, close fitted & Self-closing (where appropriate) with tinted glass.	2
11	Premises is well ventilated and properly lighted. Premises have sufficient lighting of at least 220 lux in dressing or work area.	2
12*	In case of poultry meat shop, adequate space for the handling, slaughter/dressing of poultry birds at the rear portion which is tiled, well lit and ventilated. The working and storage space should be separate.	4
13	The chopping block should be made of food grade synthetic material or a hard wooden block without chipping at the surface, to be kept neat & clean all the times.	2
14	Facility of hot and cold water for cleaning / sanitation and sterilization of equipment and premises.	2

15*	The premise is well equipped with chilling/ freezing equipment for keeping of the meat/ carcasses and not to be kept in open and / or wrapped in a wet cloth. In addition, the cooling/ freezing cabinets shall be provided to keep the processed meat (fresh/frozen or packaged) or value added/marinated meat products with temperature measuring or recording devices	4
II. Control of Operations		
16*	The duly stamped meat / carcasses or live poultry birds shall be procured from a Govt. authorised or Municipal Corporation slaughter house and poultry market respectively. If the meat is outsourced, it should be from an FSSAI licensed/registered supplier or vendor.	4
17	The live poultry birds or carcasses should be transported in an appropriate temperature controlled vehicle without inflicting cruelty to the birds or preventing contamination. The birds should be kept in the cages avoiding overcrowding with provision of feed & water.	2
18	The temperature of the premises for dressing / minor processing is controlled & held suitably low particularly if the height of the meat shop is less than 2.5 meter	2
19	Area used for preparing, packing or other handling of meat is equipped with adequate facilities for cleaning / disinfecting the implements such as knives, steel, cleavers, saws etc	2
20	Containers used for storing inedible parts, cleaning chemicals & other hazardous substance are clearly identified; kept separately from meat or its products.	2
21	Knives and sharpeners (mushtala) are made of stainless steel or corrosion resistant metal and sanitized and sterilized before use.	2
22	The meat shall be packed / dispensed using food grade materials in a hygienic manner.	2
III. Maintenance and Sanitation		
23*	Clean potable water as well as supply of hot water is available in dressing /slaughter area.	4
24	Cleaning/ sterilization of equipment e.g. butcher's knife/cleaver, hooks etc. and of premises with hot water not less than 82 degree Celsius is done daily.	2
25	Floorings are washed daily with disinfectant. Lime washing, colour washing or paint washing is done at least once in 12 months.	2
26	Preventive and breakdown maintenance of equipment and machinery is carried out regularly.	2
27	Effective pest control management be there.	2
28	The entry of animals like dog, cats or mongoose into the premises should be prohibited.	2
29	There is an efficient drainage system and all drains and gutters are properly installed / fitted with traps and screens.	2
30	Liquid waste like waste water should be drained immediately into drains or sewers and not allowed to accumulate	2
31	Covered garbage bins with foot operated pedals should be used for waste disposal. Waste is removed from meat handling area at regular intervals & the receptacles are cleaned & disinfected immediately after use.	2

32*	There shall be proper arrangement for disposal of feathers, skin, officials or waste tissues / trimmings of the carcasses arising from the dressing of poultry birds / meat preparation through the concerned agency/ local authority/ Municipality /corporation as per solid waste management laws or rules in force from time to time .	4
IV.	Personal Hygiene	
33*	A medical health certificate on yearly basis for the butcher / meat handlers from a Registered Medical Practitioner to ensure they are free from any infectious / contagious disease with regular updation of health cards. The persons suffering from any infectious disease shall not be permitted to work. Inoculation of butcher/meat handlers against the enteric group of diseases as per recommended schedule of the vaccine is done.	4
34	The meat handlers should maintain personal hygiene like regularly trimming their nails, hairs and shave properly.	2
35	The food handlers should wear clean protective clothing, beard / hair net (cap) during cutting / handling of meat. The meat handlers should not wear personal effects e.g. watch, rings, chains, other loose jewellery during the work.	2
36	No person with open wounds or burns or skin infection is involved in handling of meat or materials which come in contact with meat. Any behaviour which can potentially contaminate the meat such as eating, use of tobacco, chewing, spitting, shall be prohibited in any part of the registered unit.	2
37	Hand washing facility be fitted in the premises. Hands should be washed thoroughly before start of the work, after use of toilet, after handling chemicals / disinfectants or after touching unclean surfaces.	2
IV.	Training and Record Keeping	
38	The personnel engaged (butcher, meat handlers) in the meat shop shall undergo training for basic hygiene.	2
39	Appropriate documentation and records are maintained.	2

Total points..... /900

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