COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check each day)

Daily Commercial Kitchen Maintenance Checklists
from ..... to .....

Cleanliness and Sanitation:

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Clean and sanitize all food preparation surfaces							
Clean and sanitize cutting boards							
Empty and clean trash bins							
Sweep and mop floors							
Clean and sanitize sinks							
Wipe down walls and splashbacks							
Clean and sanitize door handles and light switches							
Additional Task:							

Additional Task:

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check each day)

Daily Commercial Kitchen Maintenance Checklists
from ..... to .....

Equipment Check:

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Check refrigerator and freezer temperatures							
Clean and sanitize refrigerator and freezer handles							
Inspect and clean ovens and stovetops							
Check and clean hood filters							
Empty and clean grease traps							
Clean and sanitize small appliances (e.g., mixers, blenders)							
Sharpen and sanitize knives							
Additional Task:							

Additional Task:

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check each day)

Daily Commercial Kitchen Maintenance Checklists
from ..... to .....

Safety and Organization:

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Check first aid kit supplies							
Ensure fire extinguishers are accessible							
Organize and label food storage areas							
Check and replace any burnt-out lights							
Ensure proper chemical storage							
Additional Task:							

Additional Task:

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check Weekly)

Weekly Commercial Kitchen Maintenance Checklists for the month of .....

Deep Cleaning:

TASK	1ST	2ND	3RD	4TH	5TH
Deep clean ovens and stovetops					
Clean out and sanitize refrigerators and freezers					
Clean and delime dishwashers					
Deep clean floors, including hard-to-reach areas					
Clean and sanitize waste disposal areas					
Wash and sanitize walls thoroughly					
Clean and sanitize ice machines					
Additional Task:					

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check Weekly)

Weekly Commercial Kitchen Maintenance Checklists for the month of .....

Equipment Maintenance:

TASK	1ST	2ND	3RD	4TH	5TH
Descale coffee machines and kettles					
Clean and sanitize can openers					
Inspect and clean food processors					
Check and clean refrigerator coils and vents					
Calibrate ovens and thermometers					
Inspect and clean ventilation hoods thoroughly					
Additional Task:					

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check Weekly)

Weekly Commercial Kitchen Maintenance Checklists for the month of .....

Organization and Safety:

TASK	1ST	2ND	3RD	4TH	5TH
Organize dry storage areas					
Check and update food rotation labels					
Inspect for signs of pest activity					
Review and update safety signage					
Check and restock cleaning supplies					
Additional Task:					

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check Monthly)

Monthly Restaurant Preventive Maintenance Checklist for the month of .....

Major Cleaning Tasks:

TASK	STATUS
Clean behind and under all major appliances	
Deep clean exhaust hoods and filters	
Thoroughly clean and sanitize walk-in coolers and freezers	
Clean and sanitize ceiling vents and fans	
Descale dishwashers, sinks, and faucets	
Additional Task:	

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check Monthly)

Monthly Restaurant Preventive Maintenance Checklist for the month of .....

Equipment Inspection and Maintenance:

TASK	STATUS
Inspect all major equipment for proper functioning	
Service and maintain ice machines	
Check and maintain water filtration systems	
Inspect and clean pilot lights on gas equipment	
Test emergency lighting and exit signs	
Additional Task:	

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check Monthly)

Monthly Restaurant Preventive Maintenance Checklist for the month of .....

Safety and Compliance:

TASK	STATUS
Conduct a full safety audit	
Review and update HACCP plans	
Check and update material safety data sheets (MSDS)	
Inspect and test fire suppression systems	
Review and update staff training records	
Additional Task:	

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check Quarterly)

Quarterly Commercial Kitchen Maintenance Checklists for the month of .....

Deep Cleaning and Maintenance:

TASK	Q-1	Q-2	Q-3	Q-4
Schedule professional deep cleaning of exhaust systems				
Conduct thorough cleaning of all storage areas				
Clean and sanitize ceiling tiles				
Inspect and clean drains and plumbing systems				
Deep clean and polish all stainless steel surfaces				
Additional Task:				

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check Quarterly)

Quarterly Commercial Kitchen Maintenance Checklists for the month of .....

Major Equipment Service:

TASK	Q-1	Q-2	Q-3	Q-4
Schedule professional servicing of refrigeration systems				
Service and maintain ovens and cooking equipment				
Inspect and service gas lines and connections				
Check and service electrical systems and connections				
Additional Task:				

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check Quarterly)

Quarterly Commercial Kitchen Maintenance Checklists for the month of .....

Regulatory Compliance:

TASK	Q-1	Q-2	Q-3	Q-4
Schedule health department inspections				
Review and update food safety certifications				
Conduct comprehensive pest control inspection and treatment				
Review and update emergency procedures				
Additional Task:				

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

(Check Annually)

Annually Preventive Maintenance Checklist for the Year .....

TASK	STATUS
1. Comprehensive Review and Planning:	
◦ Conduct a full kitchen equipment audit	
◦ Review and update maintenance schedules	
◦ Assess equipment replacement needs	
◦ Review and update kitchen layout for efficiency	
◦ Conduct an energy efficiency audit	
◦ Additional Task:	
2. Major Maintenance:	
◦ Schedule professional deep cleaning of the entire kitchen	
◦ Repaint walls and ceilings as needed	
◦ Inspect and repair floor tiles or surfaces	
◦ Service and maintain water heaters	
◦ Inspect and maintain grease traps and drainage systems	
◦ Additional Task:	

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COMMERCIAL KITCHEN MAINTENANCE CHECKLISTS

Safety Reminders

1. *Always use appropriate Personal Protective Equipment (PPE) when handling chemicals or hot equipment*
2. *Ensure proper food safety temperatures are maintained at all times*
3. *Report any equipment malfunctions or safety hazards immediately*
4. *Follow proper procedures for handling and storing cleaning chemicals*
5. *Maintain clear emergency exits and access to fire safety equipment at all times*

Remember to review and update these checklists regularly to ensure they meet the specific needs of your commercial kitchen and comply with local health and safety regulations.

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