

# RESTAURANT BOH CHECKLIST

(Check each day)

Daily BOH Tasks from ..... to .....

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Prepare and restock ingredients and supplies							
Clean and sanitize kitchen equipment and utensils							
Wipe down kitchen counters and sinks							
Sweep and mop kitchen floors							
Clean and sanitize walk-in refrigerator and freezer							
Label and date all food products							
Check and maintain food temperatures							
Prepare and restock condiments and toppings							
Clean and sanitize dishwashing area							
Conduct a quick walk-through to ensure everything is clean and organized							
<i>Additional Task:</i>							

### Instructions:

- Complete all daily tasks at the start of each shift
- Assign tasks to specific staff members to ensure accountability and efficiency
- Check off each task as it is completed to ensure everything is done
- Review the checklist regularly to ensure it is up-to-date and relevant