

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check each day)

*Daily Restaurant Preventive Maintenance Checklists
from to*

Kitchen Equipment:

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Check refrigerator and freezer temperatures							
Clean and sanitize food prep surfaces							
Inspect and clean hood filters							
Check pilot lights on gas equipment							
Clean and sanitize ice machines							
Inspect dishwasher for proper operation							
Check and clean coffee makers							
<i>Additional Task:</i>							

Additional Task:

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Front of House:

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Inspect POS systems for proper functioning							
Clean and sanitize drink dispensers							
Check lighting fixtures							
Inspect chairs and tables for stability							
Clean and check operation of automatic doors							
<i>Additional Task:</i>							

Additional Task:

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check each day)

*Daily Restaurant Preventive Maintenance Checklists
from to*

General:

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Check for any unusual noises from equipment							
Inspect for any water leaks							
Check HVAC system operation							
Ensure proper chemical storage							
<i>Additional Task:</i>							

Additional Task:

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check Weekly)

*Weekly Restaurant Preventive Maintenance Checklist
for the month of*

Kitchen Equipment:

TASK	1ST	2ND	3RD	4TH	5TH
Deep clean ovens and ranges					
Delime dishwasher and sinks					
Clean refrigerator coils					
Sharpen and maintain knives					
Lubricate moving parts on equipment (as per manufacturer instructions)					
Clean and sanitize can openers					
Inspect and clean food processors					
<i>Additional Task:</i>					

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check Weekly)

*Weekly Restaurant Preventive Maintenance Checklist
for the month of*

Front of House:

TASK	1ST	2ND	3RD	4TH	5TH
Deep clean ice bins and soda fountains					
Check and tighten loose screws on furniture					
Clean and maintain espresso machines					
Inspect and clean audio/visual equipment					
<i>Additional Task:</i>					

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check Weekly)

*Weekly Restaurant Preventive Maintenance Checklist
for the month of*

General:

TASK	1ST	2ND	3RD	4TH	5TH
Check and replace air filters as needed					
Inspect and clean floor drains					
Test emergency lighting					
Check fire extinguishers and suppression systems					
<i>Additional Task:</i>					

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check Monthly)

*Monthly Restaurant Preventive Maintenance Checklist
for the month of*

Kitchen Equipment:

TASK	STATUS
Calibrate ovens and thermometers	<input type="checkbox"/>
Deep clean and sanitize walk-in coolers and freezers	<input type="checkbox"/>
Inspect gaskets on all refrigeration units	<input type="checkbox"/>
Check belts on motorized equipment	<input type="checkbox"/>
Service ice machines	<input type="checkbox"/>
Inspect and clean grease traps	<input type="checkbox"/>
<i>Additional Task:</i>	<input type="checkbox"/>

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check Monthly)

*Monthly Restaurant Preventive Maintenance Checklist
for the month of*

Front of House:

TASK	STATUS
Inspect and repair upholstery as needed	<input type="checkbox"/>
Deep clean carpets and floors	<input type="checkbox"/>
Service and maintain draft beer systems	<input type="checkbox"/>
Check and maintain point-of-sale software updates	<input type="checkbox"/>
<i>Additional Task:</i>	<input type="checkbox"/>

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check Monthly)

*Monthly Restaurant Preventive Maintenance Checklist
for the month of*

General:

TASK	STATUS
Inspect roof for leaks	<input type="checkbox"/>
Check and maintain plumbing fixtures	<input type="checkbox"/>
Inspect electrical panels and connections	<input type="checkbox"/>
Service HVAC system	<input type="checkbox"/>
Conduct pest control inspection and treatment	<input type="checkbox"/>
<i>Additional Task:</i>	<input type="checkbox"/>

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check Quarterly)

Quarterly Restaurant Preventive Maintenance Checklists
for the month of

Kitchen Equipment:

TASK	Q-1	Q-2	Q-3	Q-4
Professional service of refrigeration systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Deep clean and inspect exhaust hoods and ducts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional inspection of gas lines and connections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Service and calibrate scales	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inspect and service water filtration systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Additional Task:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check Quarterly)

Quarterly Restaurant Preventive Maintenance Checklists
for the month of

Front of House:

TASK	Q-1	Q-2	Q-3	Q-4
Deep clean light fixtures				
Inspect and repair tile grouting				
Service automatic door systems				
Professional cleaning of upholstery and draperies				
<i>Additional Task:</i>				

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check Quarterly)

Quarterly Restaurant Preventive Maintenance Checklists
for the month of

General:

TASK	Q-1	Q-2	Q-3	Q-4
Inspect and service water heaters				
Check and maintain parking lot condition				
Service and test backup generators				
Conduct comprehensive safety audit				
Review and update emergency procedures				
<i>Additional Task:</i>				

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check Bi-Annually)

Bi-Annual Preventive Maintenance Checklist

Date:.....

TASK	STATUS	
1. Kitchen Equipment:		
◦ Professional deep cleaning of all kitchen equipment	<input type="checkbox"/>	<input type="checkbox"/>
◦ Comprehensive inspection of all electrical connections	<input type="checkbox"/>	<input type="checkbox"/>
◦ Service and maintain ventilation systems	<input type="checkbox"/>	<input type="checkbox"/>
◦ Inspect and repair flooring in kitchen areas	<input type="checkbox"/>	<input type="checkbox"/>
◦ Additional Task:	<input type="checkbox"/>	<input type="checkbox"/>
2. Front of House:		
◦ Refinish wooden surfaces (tables, bars, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
◦ Inspect and repair/replace outdoor signage	<input type="checkbox"/>	<input type="checkbox"/>
◦ Service and maintain outdoor seating areas	<input type="checkbox"/>	<input type="checkbox"/>
◦ Deep clean windows and window treatments	<input type="checkbox"/>	<input type="checkbox"/>
◦ Additional Task:	<input type="checkbox"/>	<input type="checkbox"/>
3. General:		
◦ Conduct energy efficiency audit	<input type="checkbox"/>	<input type="checkbox"/>
◦ Inspect and maintain building exterior	<input type="checkbox"/>	<input type="checkbox"/>
◦ Review and update equipment maintenance logs	<input type="checkbox"/>	<input type="checkbox"/>
◦ Assess equipment for potential replacement needs	<input type="checkbox"/>	<input type="checkbox"/>
◦ Additional Task:	<input type="checkbox"/>	<input type="checkbox"/>

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

(Check Annually)

*Annually Preventive Maintenance Checklist
for the Year*

TASK	STATUS
1. Kitchen Equipment:	
◦ Comprehensive equipment performance evaluation	<input type="checkbox"/>
◦ Professional assessment of kitchen layout and efficiency	<input type="checkbox"/>
◦ Review and update equipment manuals and warranties	<input type="checkbox"/>
◦ Plan for major equipment upgrades or replacements	<input type="checkbox"/>
◦ Additional Task:	<input type="checkbox"/>
2. Front of House:	
◦ Evaluate and plan for interior design updates	<input type="checkbox"/>
◦ Assess technology needs (POS, reservation systems, etc.)	<input type="checkbox"/>
◦ Review and update menu boards and signage	<input type="checkbox"/>
◦ Evaluate lighting design and energy efficiency	<input type="checkbox"/>
◦ Additional Task:	<input type="checkbox"/>
3. General:	
◦ Conduct full facility safety inspection	<input type="checkbox"/>
◦ Review and update insurance policies	<input type="checkbox"/>
◦ Assess and plan for major renovations	<input type="checkbox"/>
◦ Conduct staff training on equipment maintenance and safety procedures	<input type="checkbox"/>
◦ Review and update preventive maintenance schedules	<input type="checkbox"/>
◦ Additional Task:	<input type="checkbox"/>

RESTAURANT PREVENTIVE MAINTENANCE CHECKLISTS

Important Notes:

- 1. Always refer to manufacturer's guidelines for specific maintenance instructions.*
- 2. Keep detailed records of all maintenance activities.*
- 3. Train staff on proper equipment use and basic maintenance procedures.*
- 4. Immediately report any equipment malfunctions or unusual operations.*
- 5. Regularly review and update these checklists to match your restaurant's specific needs and equipment.*

Remember, consistent preventive maintenance can significantly reduce unexpected breakdowns, extend equipment life, and ensure smooth restaurant operations.