

End of Day

Main Kitchen Cleaning

Task	Completed by
Switch off all ovens and fridge lights	
<u>Food Preperation Area-microwaves</u>	
Using a kitchen cloth clean inside of all microwaves using warm soapy water	
Wipe inside all microwaves with anti bac using disposable towel	
Wash each glass plate inside every microwave	
Wipe the outsides of all microwaves using warm soapy water	
<u>Food Preperation Area</u>	
Wipe down all food preparation sides with warm soapy water using a kitchen cloth – lift microwaves and clean underneath	
Dry all sides using disposable towel	
Wipe down all sides with anti bac using disposable towel	
Wipe down shelf containing canned and jarred goods using soapy water and a kitchen cloth	
Wipe down shelves that store plates/bowels etc. Removing them to do so. Using warm soapy water and a kitchen cloth	
<u>Ovens/Panini Machines</u>	
Wipe down oven tops using warm soapy water	
Clean Both Pizza Paddles	
Clean and Scrape panini machines,also emptying trays	
Clean portion pot/napkin tray and replenish	
Check any out of date stock is disposed of	
Once washed return all kitchen equipment back to its correct storage place	
Wipe down hand washing sink and empty waste water	
Hoover kitchen floors, including underneath kitchen sides	
Mop kitchen floors using floor cleaner and warm water	
Empty bin,checking there is no stray contents underneath the bin bag.(Wipe over the bin.)	

