# Four-week kitchen review

An original companion worksheet for reviewing your kitchen records and agreeing follow-up actions.

**Business / kitchen** _____ **Week beginning** _____

**Review period** _____

## 01 Daily checks and missing records

## 02 Problems, corrective actions and recurring issues

## 03 Procedures, equipment and team changes

## 04 Allergen information and menu changes

## 05 Paper records and outstanding follow-up

**Actions agreed / responsible person / due date**

**Reviewed by** _____ **Date** _____



Use with your reviewed food safety procedures. Not an official FSA form or a completed SFBB record.

**Want connected records and QR filing? Visit www.sarniankitchen.co.uk**