Pre-opening Checklist
Food establishments closed during COVID-19

Food and beverages
- Discard spoiled or potentially contaminated food.
- Discard deli meat open more than 7 days.
- Discard potentially hazardous food above 41°F.
- Discard food left in hot holding equipment.

Facility and equipment
- Electricity available throughout facility.
- Equipment works properly—hood ventilation, dishwasher, etc.
- Refrigerators stay at 41°F or below.
- Freezers stay at 10°F or below or food is frozen.
- Hot holding units hold food at 135°F or above.
- Hot and cold running water available at all sinks through a mixing faucet.
- Water flushed and plumbing works properly.
- Handwash sinks have soap and paper towels.
- Hot water available at all sinks.
- Equipment, utensils and food contact surfaces washed, rinsed and sanitized.
- Counters, shelves, floors, walls and ceiling are clean.
- Restrooms stocked and operational.
- No sign of pest infestation.
- Linens and clothes laundered on hottest appropriate setting.

Safety procedures
- At the start of each shift, screen employees for COVID-19 and foodborne illness symptoms, including fever of 100.4°F or higher.
- Sick employees should not work. Don’t require a healthcare provider note to validate an employee’s sickness.
- Train employees to recognize COVID-19 symptoms.
- Ensure alcohol-based hand sanitizer is available to employees.
- Verify employees practice social distancing (stay 6 feet away from each other).
- Encourage employees to wear cloth masks.
  - Train employees to not touch their mask.
  - Train employees to wash hands after touching their mask.
- Verify employees wash their hands as required.
- Verify employees wear gloves as required.
- Verify employees clean and sanitize frequently touched surfaces—POS systems, keyboards, equipment handles, restrooms, door handles, etc.
- Verify employees serve all food and beverages and hand out all single-use items.
  - Do not allow customers to self-serve food (including buffet) or beverages.
  - Do not allow customers to self-serve single-use items (utensils, straws, cup lids, condiments, etc.).
- Organize work schedules as much as possible to keep the same employees working together to reduce the risk of exposure among employees.