

Restaurant Cleaning Procedures Template

perandio



Restaurant Cleaning Procedure Checklist

Gathering Supplies

MANAGER: _____ **DATE:** _____

SUPPLIES	DONE	COMMENTS
Cleaning Chemicals		
Disinfectants		
Scrub Brushes		
Microfibre cloths		
Buckets and Mops		
Gloves		
Safety Equipment		

NOTES



Restaurant Cleaning Procedure Checklist

Preparation

MANAGER: _____ **DATE:** _____

TASK	DONE	COMMENTS
Clear the restaurant		
Remove debris, rubbish or leftover food from tables and floors		
Wash and store dishes		

NOTES



Restaurant Cleaning Procedure Checklist

Cleaning Dining Areas

MANAGER: _____ **DATE:** _____

TASK	DONE	COMMENTS
Wipe down and sanitise tables, chairs, and high chairs		
Clean and polish any glass surfaces		
Sweep and mop the floors		

NOTES



Restaurant Cleaning Procedure Checklist

Kitchen Cleaning

MANAGER: _____ **DATE:** _____

TASK	DONE	COMMENTS
Wash and sanitise all food preparation surfaces		
Clean kitchen equipment		
Sanitise utensils, pots, and pans		
Empty and clean grease traps		

NOTES



Restaurant Cleaning Procedure Checklist

Dishwashing Area

MANAGER: _____ **DATE:** _____

TASK	DONE	COMMENTS
Clean and sanitise the dishwasher, ensuring it functions correctly		
Wash and sanitise sinks and drainage areas		
Replace dishwashing sponges and towels regularly		

NOTES



Restaurant Cleaning Procedure Checklist

Restrooms

MANAGER: _____ **DATE:** _____

TASK	DONE	COMMENTS
Clean and sanitise all surfaces		
Refill soap dispensers, hand towels, and toilet paper		
Sweep and mop floors		
Empty rubbish bins		

NOTES



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Bar area

MANAGER: _____ **DATE:** _____

TASK	DONE	COMMENTS
Clean and sanitise bar tops		
Wash and sanitise glassware, shakers, and other bar tools		
Ensure the bar area is free of spills and clutter		

NOTES



Restaurant Cleaning Procedure Checklist

Storage Areas

MANAGER: _____ **DATE:** _____

TASK	DONE	COMMENTS
Organise and clean storage spaces		
Discard expired items and rotate stock as needed		

NOTES
