

Restaurant Manager Daily Walk Through

Day / Date				
Performed By:				
Kitchen	Y	N	Note	
Refrigerators temperature between 38-42 degrees F				
Refrigerator door gaskets attached & clean				
Food in refrigerators				
Covered				
Dated				
stored at least 6" above floor				
Raw meats on lowest shelves				
Freezers temperature below 32 degrees F				
Handwash sinks clean, stocked with soap & paper towels				
Hot water faucets reach 165 degrees F				
Dishwasher Sanitizing cycle reaches 180 degrees F				
Floors clean & in good repair				
Floor drains clean and draining				
Ice machine free of mildew				
Hoods clean and operating/ filters clean				
Employee beverages covered & stored below countertops				
Sanitizer buckets present, w/ clean towels fully submerged				
No wet towels on countertops/ service areas				
To-Go boxes, bags, cutlery, napkins stocked				
Ceiling in good repair				
Evidence of pests?				
Back of House Storage Areas	Y	N	Note	
Food & Beverage Supplies on shelves				
Covered				
Dated				
stored at least 6" above floor				
Deliveries put away				
Hallways free of debris				
Evidence of pests?				

Bar	Y	N	Note
Refrigerators temperature between 38-42 degrees F			
Refrigerator door gaskets attached & clean			
Beverages/ supplies in refrigerators			
Covered			
Dated			
stored at least 6" above floor			
Co2 tanks full and lines operating well			
Beer Kegs & Soda Syrups sufficiently full for service			
Bottles covered			
Soft drink gun/ nozzles clean & sanitized			
3 compartment sink clean & sanitizer pH tested			
Sanitizer bucket present with clean towel, fully submerged			
No wet towels on countertops/ service areas			
Ice bins clean & free of mildew			
Floor drains clean and draining			
Handwash sinks clean, stocked with soap & paper towels			
Water in handwash sinks reaching 165 deg F			
Rinse Water in glass washer reaching 180 deg F			
Employee beverages covered & stored below countertops			
Espresso Machine clean & in good repair			
To-Go cups boxes, bags, cutlery, napkins stocked			
Evidence of pests?			
Dining Room	Y	N	Note
Guest restrooms clean and stocked w/ soap & paper products			
Aisles between tables at least 24"			
Aisles clear of debris			
Electrical outlets working and in good repair			
Linens/ upholstery clear of electrical outlets			
All light fixtures in working order			
light level set			
music level set			
Tables/ Chairs in good repair			
Server stations set			

	Sanitizer bucket w/ clean, submerged towel			
	Clean linen			
	Polished silverware			
	Thermal paper			
	To-Go boxes, bags, cutlery, napkins			
	Pens/ check presenters/ clean trays			
	POS in working order			
	Test tickets sent to Bar & Kitchen			
Exits/ Entrances/ Sanitation		Y	N	Note
	Trash bins covered appropriately / not overfull			
	Wheelchair ramps clear and free of debris			
	Emergency exit doors un-blocked			
	Exterior windows/ doors clean and in good repair			
Service		Y	N	Note
Specials	Kitchen:			
	Bar:			
	input in POS?			
	Printed on menus (if applicable)			
86's	Kitchen:			
	Bar:			
	Blocked from ordering in POS?			
Reservations	Large parties:			
	VIP's:			
	other:			
Server Sections Assigned				
Daily Targets				
Sales:				
Labor Cost:				
Food Cost:				