

VESSEL NAME		Implementation date	Review date
GALLEY SAFETY & HYGIENE CHECKLIST		See Bar Service	
General protocols			
Yes	No smoking, loose hair, hand jewellery or sitting on food preparation surfaces.		
Yes	Washed and disinfected hands prior to each food preparation.		
Yes	Latex gloves available for uncooked/pre-cooked food handling.		
Yes	No stowage of foodstuffs within 200mm from floor.		
Safety checklist			
Yes	Walkways clear of obstructions, dry and non-slip.		
Yes	Refrigeration temperatures measured at < 4°C. Hot food servery > 60°C.		
Yes	Separation storage maintained between cooked meats, raw meats, fish & dairy products.		
Yes	Foodstuff use by dates checked and current.		
Yes	No boiling oils left unattended		
Yes	Extractor hoods grease free.		
Yes	Bilge gas detector is operational and in safe mode.		
Yes	Fire blankets and extinguishers current and operational.		
Yes	Evidence of vermin is disinfected and reported for vermin control treatment.		
Daily galley hygiene & after all functions			
Yes	Wash and dry dishes - pack away. Spray and wipe all bench tops and cupboard doors (including sink & dumbwaiter). Wrap and date any foods to be frozen or refrigerated. Fridge is clean and tidy and lapsed use by dated foodstuffs disposed of. Sweep floor, hot soapy mop & dry. Hose down non slip mat. Empty bin and change liners. Wipe out microwave. Check stock levels - place orders if necessary. Send soiled linen to laundry. Turn off lower deck lights and fans.		
Weekly galley hygiene			
Yes	Clean out fridge and rotate stock for use by currency. Spray and wipe out cupboards and pantry. Scrub oven and racks. Rotate frozen stock as necessary. Spray and wipe all walls, ceiling and range hood. Scrub and disinfect floor under chest freezer. Scrub out and disinfect bilge hatch and eye hole. Flush out dishwasher. Wipe out oven drip trays.		
Other as required			
Yes	Defrost freezers, examine seals and rotate stock if necessary.		
Yes	Ensure extraction hood filters have been degreased.		
Yes	Waste oils disposed of and documented.		
Yes	Vermin control treatment.		
Approving officer		Signed	Date