

How to get a good food hygiene rating

Your food hygiene rating is based on how well your business is doing in three areas:

- Management
- Hygiene
- Structure

The checklist below will highlight areas for improvement, helping you to get a good rating. This should be a useful guide when preparing for an inspection or reinspection.

Note: This checklist is a guideline only and there may be other items to consider depending on the nature and scale of your business. If you would like further guidance, please contact the Food, Health & Safety Team on 01895 250190.

Management	
Have you registered your business with the London Borough of Hillingdon? If No – complete online form at www.hillingdon.gov.uk or contact the Applications Processing Team on (01895) 556000	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have a documented Food Safety Management System, for example a company HACCP plan, your own HACCP plan or Safer Food Better Business? If you are using the Safer Food Better Business pack, all relevant Safe Method sheets must be completed. You can obtain a free Safer Food Better Business pack by calling the Food Standards Agency on 0845 606 0667 or emailing foodstandards@ecgroup.uk.com	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you check things that are critical to food safety e.g. fridge temperatures, cooking temperatures etc?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you record the checks that you make e.g. fridge temperature logs or by completing the diary section in the Safer Food Better Business pack?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have procedures in place to take appropriate action when something goes wrong e.g. when food in the fridge is too warm? Do you record what went wrong and what action was taken?	Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>
Have food handlers received food hygiene training and/or adequate instruction and supervision?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are staff familiar with your Food Safety Management System?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Hygiene	
Is high risk, ready to eat food kept at 8°C or below? It is recommended that your refrigerators operate at 5°C or below to achieve this.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you ensure that food is adequately cooked and reheated? For example by using a probe thermometer to make sure food reaches a core temperature of 75°C for 30 seconds, meat juices run clear or liquids are bubbling?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is food which is being kept hot for more than two hours, maintained at 63°C or above?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is food rapidly cooled?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is food defrosted in such a way to prevent it reaching unsafe temperatures (e.g. defrosted in the fridge overnight)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is food transported at safe temperatures?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is cross contamination prevented during storage i.e. raw and ready to eat food stored separately and ready to eat food covered?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have controls in place to prevent cross contamination during preparation and cooking?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have effective stock rotation procedures in place and where necessary, date coding systems?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are food contact surfaces, hand contact surfaces and equipment which comes into contact with food disinfected?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you clean as you go?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are food contact surfaces cleaned with single use cloths? If not, are reusable cloths laundered or otherwise cleaned and disinfected after use?	Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you ensure that food handlers maintain good personal hygiene? Do food handlers wash their hands regularly? Do they wear clean over clothing? Do they tie their hair back or wear a head covering?	Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you ensure that food handlers with infected wounds, skin infections, or diarrhoea / vomiting do not handle food?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Structure	
Are floors, walls and ceilings constructed of materials which are easy to keep clean?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are floors, walls and ceilings in good repair?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your premises and equipment kept clean?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have one or more wash hand basins which is easily accessible for food handlers?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is the wash hand basin provided with hot and cold (or mixed) running water, soap and hygienic hand drying facilities?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are wash hand basins used for handwashing only?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have adequate food preparation surfaces which are in good repair?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have adequate storage facilities for food?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is there an adequate level of lighting in the premises?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is there suitable ventilation, including mechanical extraction above cooking facilities where grease is produced?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have suitable, pest proofed containers for storing waste awaiting collection?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your waste collected by a licensed contractor?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have adequate facilities for washing equipment	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have adequate facilities for washing food, where necessary?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your premises proofed against pests such as rodents and insects?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you regularly check for signs of pests in your premises?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have WC facilities that do not open directly into rooms where open food is handled?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have separate storage facilities for employees' bags and clothing?	Yes <input type="checkbox"/> No <input type="checkbox"/>