



Comprehensive Restaurant Cleaning Checklist



DAILY CLEANING TASKS

Kitchen Area

Food Prep Surfaces

- Sanitise all prep surfaces between different food types
- Clean and disinfect cutting boards (separate colours: red=meat, blue=fish, green=vegetables)
- Wipe down equipment after each use
- Remove food debris from all surfaces

Equipment & Appliances

- Clean coffee machines and soft-serve equipment
- Sanitise sinks and faucets
- Check refrigerator/freezer temperatures (Fridge: <4°C, Freezer: <-18°C)
- Clean interior of coolers and fridges
- Empty and sanitise ice machines

End-of-Day Kitchen

- Wash all dishes completely
- Empty all rubbish bins
- Final walkthrough and equipment shutdown
- Clean floors thoroughly
- Sanitise dishwashing station and tools

Front of House

Dining Area

- Wipe and sanitise tables between each seating
- Clean table legs and bases
- Sweep floors after each table turn
- Mop dining area with disinfectant solution
- Clean chairs and upholstery
- Sanitise menus between uses

High-Touch Areas

- Clean door handles and entrance glass
- Sanitise payment terminals after each use
- Wipe down host station and reservation materials
- Clean and polish hardware

Customer Facilities

- Hourly toilet checks during operating hours
- Restock toilet paper, soap, and paper towels
- Clean mirrors and remove water spots
- Sanitise all surfaces (handles, seats, taps, flush mechanisms)
- Sweep and mop toilet floors

WEEKLY CLEANING TASKS

Kitchen Deep Clean

Equipment Maintenance

- Clean inside ovens, grills, and fryers (when cooled)
- Descale coffee machines
- Deep clean dishwashers with appropriate solutions
- Service ice makers thoroughly
- Check and clean exhaust fans
- Replace air filters

Storage & Structure

- Strip and sanitise all shelving units
- Clean behind moveable equipment
- Scrub walls around cooking areas
- Complete cleaning of walk-in coolers/freezers (shelves, walls, floors)
- Organise storage areas using FIFO method

Front of House Deep Clean

- Move furniture to clean underneath
- Clean light fixtures and remove dust
- Deep clean entrance areas and windows
- Organise and clean reception/waiting areas
- Vacuum or deep clean upholstered furniture



MONTHLY CLEANING TASKS

Structural Cleaning

- Scrub all walls completely
- Clean ceiling tiles or surfaces
- Address any mould or mildew issues immediately
- Clean and degrease ventilation ductwork
- Service exhaust hoods professionally

Equipment Overhaul

- Disassemble and deep clean mixers, slicers, machinery
- Calibrate thermometers
- Service refrigeration units
- Replace worn gaskets and seals
- Clean condenser coils for energy efficiency

Pest Prevention & Safety

- Inspect for pest entry points
- Clean areas where pests might harbour
- Check all food storage containers for damage
- Seal cracks or gaps in walls/floors
- Review and update pest control measures



ANNUAL DEEP CLEANING REQUIREMENTS

Professional Services Required

- Professional exhaust system cleaning
- Grease trap servicing
- Carpet deep cleaning (if applicable)
- HVAC system professional maintenance
- Plumbing inspection and maintenance

Compliance & Documentation

- Review cleaning chemical storage protocols
- Update Safety Data Sheets (SDS)
- Verify staff training records
- Renew pest control contracts
- Professional fire safety equipment inspection