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How to prepare for your **OPENING INSPECTION**

Please be advised this is not a comprehensive list, your inspector may inform you of additional requirements, at the time of inspection.

- Set aside an adequate area for food containers that are delivered as bent/broken/dented (example: dented cans). Label the area, as such. These foods are not to be used for public consumption. They must be discarded or returned.
- Designate an area for employees to store their personal belongings that is away from food, equipment, single-service items, etc
- Obtain NSF or equivalent approved food-safe containers with tight-fitting lids for storage in all coolers and dry storage areas.
- Make sure ALL food and single-service items (to-go containers, disposable cups, plates, napkins, etc.) are stored at least 6- inches off the floor.
- Make sure that all gaskets on refrigerators and freezers are clean, attached securely to the frame of the doors, and in good repair.
- Place hanging thermometers in ALL refrigeration equipment and applicable hot holding units.
- Have all refrigeration units turned on and ensure they are at 41° F or below.
- Have all freezer units turned on and ensure they are at 32° F or below.
- Stoves, ovens, steam tables, etc are not required to be turned on for the opening inspection, but must be able to be turned on and operate properly, if asked by your inspector.
- Choose a chemical sanitizer (chlorine or quaternary ammonium / quat) for the manual dishwashing procedure, the dish machine, and all wiping cloth buckets.
- Provide Correct Test strips for checking chemical sanitization in dish machines, manual dishwashing procedure, and cloth sanitization buckets (usually white for chlorine and orange for quat).

- Have a thermometer, on site, which is capable of measuring the temperature of thin pieces of food such as a digital thermometer.
- Provide drain stoppers for all compartments of the manual dish sink.
- All shelving must be clean and at least 6 inches above the floor for all food and clean dish storage.
- Confirm that the following types of equipment (if applicable) are installed with approved indirect connections (air gaps) to sewage/floor drains:
 - All food prep sinks
 - Three or four compartment dish sink
 - Ice machine
 - Dish washing machine
- Replace any missing floor/ceiling tiles and cove base.
- Thoroughly clean all floors, walls, and ceilings.
- Is the ware washing sink (3 or 4 compartment sink) large enough to submerge the largest food contact utensil?
- Are drain boards large enough to separately accommodate all soiled and cleaned items that may accumulate during hours of operations?
- Provide NSF-approved scoops with handles for all dry products and ice.
- Provide paper towels and soap, at all hand sinks, including the restrooms.
- Provide a covered waste receptacle for the female restrooms. If only one unisex restroom is provided, a covered waste receptacle is required.
- All entrances/exits and restrooms must have adequate self-closing doors.
- Provide a hand wash reminder or instruction sign at all hand wash sinks. You may obtain a hand wash sign on our website. www.gnrhealth.com
- Make sure that lights are shielded or shatterproof.
- Provide an adequate area for chemical storage.
- Eliminate all exposed wood in the facility. If wood cannot be eliminated, cover with a epoxy paint of white/light-colored finish.
- Eliminate all residential-grade equipment in the prep areas and, if necessary, replace with commercial-grade equipment.
- Thoroughly clean the interiors and exteriors of all equipment.
- Make sure the facility's dumpster is installed with an adequate drain plug and tight-fitting lids/doors.

Ensure Refrigeration Units:

- Are ANSI or equivalent.
- Are in good repair and calibration.
- Have doors and hinges that are in good repair and are tight-fitting to the frame.
- Have gaskets that are in good repair and free of contaminants.
- All cooler units maintain temperatures at or below 41 F.
- All freezer units maintain temperatures that keep the frozen foods solidly frozen.
- Have adequate and approved storage shelving.
- Have approved cove basing around the interior and exterior of walk-in units.

Ensure Food-Contact Items and Linens are stored on clean, dry surfaces and are NOT stored in the following locations:

- Locker rooms/employee break rooms
- Restroom facilities
- Mechanical rooms
- Under sewer lines
- Under open stairwells

Ensure Food-Contact Items and Linens are:

- Stored in a self-draining position that allows for air-drying
- Kept in original protective packaging that affords protection from contamination until used

Ensure Food-Contact Items and Linens are NOT exposed to:

- Splash
- Dust
- Other possible sources of contamination

Ensure Self-service counter areas, buffet lines, and/or food bars have adequate and approved shielding.

Ensure that there is adequate space for separation of raw animal foods during storage, preparation, holding, and display from all ready-to-eat foods.

Ensure that all unwashed fruits and vegetables are stored below all washed fruits and vegetables and ready to eat foods.

Ensure notice is posted in a prominent place in the self-service area that customers must use clean tableware each time they visit the self service area.

Designate an area where the most current inspection report shall be prominently displayed in public view at all times, within fifteen feet (15') of the front or primary public door and between five feet (5') and seven feet (7') from the floor and in an area where it can be read at a distance of one foot (1') away.

- If applicable, ensure all drive-thru windows have the most current inspection report posted, so that a minimum of the top one-third of a copy of the current inspection report is visible through each window allowing customers to easily read the score, date of inspection and establishment information.
- Provide a choking poster that is displayed in a prominent place in the dining room. You may find a choking poster on our website www.gnrhealth.com
- Have an appropriate Employee Health Policy on-site and be prepared to answer questions regarding this policy with your inspector. If you do not already have an Employee Health Policy, your inspector can provide one for you at the opening inspection, or you can find one on our website www.gnrhealth.com. All food employees and conditional employees must be informed in a verifiable manner of their responsibility to report to the person in charge about their health and activities as they relate to diseases that are transmissible through food. A Conditional Employee or Food Employee Agreement form can be found at the following website:
http://dph.georgia.gov/sites/dph.georgia.gov/files/related_files/site_page/EnvHealthFoodEmployeeReportingAgreement.pdf
- Register for a Certified Food Safety Manager's Training Course.** At least one Certified Food Safety Manager is required, at each facility, within 60 days of permitting. The ORIGINAL certificate must be posted within public view. Certificate may only be used at ONE location. Copies are NOT allowed. If you do not have the certification already, registration is available at the Gwinnett County Environmental Health Office. Additional classes and classes in other languages may be found at Servsafe, Prometric, Learn2Serve, or National Registry of Food Safety Professionals Accredited Certified Food Safety Manager Courses.
- Person in charge shall have Allergy Awareness Training as it relates to their assigned duties. Be aware of the eight major food allergens and food allergy symptoms.
- Ensure the hot water at all of the hand sinks reaches at least 100F.