



Shangri-La hotel

AT THE SHARD

LONDON

FORM 12

CCP3 - FOOD STORAGE TEMPERATURE RECORD LOG

Hotel:

Week commencing: 18/5/14

Location: 34

Fridge/Freezer Reference	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday		Comments and/or Corrective Action
	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	
19	04	404	4	4	4	3	03	03	04	05	05	03	02	02	
23	2	2	3	3	3	3	df	04	2	df	2	02	01	03	
24	3	1	3	2	2	2	02	01	df	3	2	03	02	04	
15	03	3	04	1	2	df	df	02	04	09	02	03	02	03	
16	1	5	1	2	3	df	05	05	df	03	4	03	02	02	
17	df	-20	df	4	4	3	16	-20	-20	20	20	18	-18	-18	
18	09	df	df	df	3	df	04	02	02	02	02	04	03	04	
23	df	df	df	df	3	4	02	07	02	09	09	03	03	02	
20	09	6	02	2	df	3	09	07	04	06	06	02	02	03	
21	02	0	02	2	df	3	00	01	04	09	09	03	00	01	
22	02	0	02	1	3	3	01	02	02	02	02	03	00	01	
Date coding Check carried out	23	23	23	23	23	23	23	01	03	02	02	04	02	03	
Initials	2	504	2	2	2	2	2	2	2	2	2	2	2	2	

Critical Limits

Chilled food	5°C or below (unless otherwise specified by local laws)
Frozen food	-18°C or below (unless otherwise specified by local laws)
Date coding	Food must not be beyond its "use by" or "best before" date

Corrective Action

- Recheck temperature
- Consider if food is safe to use
- Dispose of unsafe food
- Review staff training

Section 10 Forms and Records	Issue Date: March 2014	Authorised:	Policy/Standard HACCP MANAGER™
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Shangri-La hotel
AT THE SHARD
LONDON

FORM 12

CCP3 - FOOD STORAGE TEMPERATURE RECORD LOG

Hotel:

Week commencing: 19/5/14 - 25/5/14 Location: 34

Fridge/Freezer Reference	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday		Comments and/or Corrective Action
	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	
24	3	-	9	4	2	3	01	02	02	02	02	02	02	02	
25	02	04	01	03	3	4	02	03	02	03	03	03	02	02	
26	01	00	02	03	DF	DF	03	01	DF	02	03	03	02	02	
27	03	01	02	03	4	3	03	02	02	02	02	02	02	03	
28	03	04	04	04	3	DF	04	03	03	04	02	02	02	01	
29	-	3	03	03	2	3	04	04	03	04	03	03	-	-	Not Working (-) 24/5 not working 29/5
30	01	04	01	03	3	3	01	04	03	04	02	03	02	02	
31	04	05	05	02	5	2	04	05	05	03	02	02	06	04	
32	05	05	04	04	DF	1	04	04	04	04	02	02	05	03	
33	05	05	04	03	4	3	05	04	05	03	03	03	04	03	
34	04	05	05	02	3	3	05	04	05	03	03	03	02	02	
Date coding	19/5	19/5	20/5	20/5	21/5	21/5	22/5	22/5	23/5	23/5	24/5	24/5	25/5	25/5	
Check carried out															
Initials	0	SORA	0	0	0	0	0	0	0	0	0	0	0	0	

Critical Limits

Chilled food	5°C or below (unless otherwise specified by local laws)
Frozen food	-18°C or below (unless otherwise specified by local laws)
Date coding	Food must not be beyond its "use by" or "best before" date

Corrective Action

- Recheck temperature
- Consider if food is safe to use
- Dispose of unsafe food
- Review staff training

Section 10	Issue Date:	Authorised:	Policy/Standard
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CCP3 - FOOD STORAGE TEMPERATURE RECORD LOG

Week commencing: 18/5/12

Location: 34

[illegible]

Chilled food	5°C or below (unless otherwise specified by local laws)
Frozen food	-18°C or below (unless otherwise specified by local laws)
Date coding	Food must not be beyond its "use by" or "best before" date

- Recheck temperature
- Consider if food is safe to use
- Dispose of unsafe food
- Review staff training

Section 10 Forms and Records	Issue Date: March 2014
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Authorised:

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Shangri-La hotel

AT THE SHANGRI
LONDON

FORM 18

WEEKLY PROBE THERMOMETER CONDITION/ PERFORMANCE CHECK LOG

Hotel:

Probe Number	Date	Temp' Achieved On Test		Condition and Corrective Action Taken	Signature
		Boiling water	Iced water		
Hanna 9241	19/5/14	100.3	0.1		
Enviro	19/5/14	101	0.2		
Hanna 9241	25/5/14	100.5	0.1		

Critical Limits

Iced water	Stir the probe in a mixture of ice and a small amount of water until a steady reading is achieved. This should be -1°C to +1°C. If outside this range, the unit should be repaired.
Boiling water	Agitate the probe in boiling unsalted water until a steady reading is achieved. This should be between 99°C and 101°C.

Corrective Action

- If outside this range, the unit should be returned to the manufacturer.

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Shangri-La hotel

AT THE SHARD

LONDON

FORM 17

CCP9 – HOT HOLDING FOOD TEMPERATURE LOG

Hotel:

Week Commencing:

Location:

Date	Foodstuff / Location	Temp	Time	Comments/Corrective Action	Signature
22/5	LAMB	68	4pm		SAI
22/5	VEGE NOODLES	66	4pm		SAI
23/5	FISH	76	10am		SAI
23/5	VEGE CASSEROLE	77	10am		SAI
23/5	NEW POTATO	80	10am		SAI
23/5	FISH	78	4pm		SAI
23/5	N. POTATO	77	4pm		SAI
23/5	LASAGNE	76	4pm		SAI
23/5	CHICKEN	77	10am		SAI
23/5	PASTA PENNE	69	10am		SAI
23/5	VEGE	66	10am		SAI
24/5	CHICKEN	76	4pm		SAI
24/5	PENNE PASTA	79	4pm		SAI

Critical Limits

Hot food Hold at or above 63°C (unless otherwise specified by local laws)

Corrective Action

- Consider if food is safe to eat
- Dispose of unsafe food
- Review cooling procedure/staff training

Section 10

Forms and Records

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CCP9 – HOT HOLDING FOOD TEMPERATURE LOG

Hotel:

Week Commencing:

Location:

Date	Foodstuff / Location	Temp	Time	Comments/Corrective Action	Signature
2015	SQUID	76	10AM		SAI
2015	M. POTATO	81	10AM		SAI
2015	PASTA CREAM	75	4PM		SAI
2015	CALAMARI	77	4PM		SAI
2015	PORK	76	10AM		SAI
2015	VEGETABLE	68	10AM		SAI
2015	QUICHE	69	10AM		SAI
2015	R. POTATO	77	10AM		SAI
2015	PORK	78	4PM		SAI
2015	QUICHE	68	4PM		SAI
2015	POTATO	70	4PM		SAI
2015	LAMBS	65	10AM		SAI
2015	R. VEGETABLE	65	10AM		SAI
2015	VEGE NOODLES	67	10AM		SAI

Critical Limits

Hot food	Hold at or above 63°C (unless otherwise specified by local laws)
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Corrective Action

- Consider if food is safe to eat
- Dispose of unsafe food
- Review cooling procedure/staff training

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Shangri-La hotel

AT THE SHARD

LONDON

FORM 18

WEEKLY PROBE THERMOMETER CONDITION/ PERFORMANCE CHECK LOG

Hotel:

Probe Number	Date	Temp' Achieved On Test		Condition and Corrective Action Taken	Signature
		Boiling water	Iced water		
1	23/5	99.4	-2		
4	23/5	99.3	-3		
2	27/5	99.6	0.2		

Critical Limits

Iced water	Stir the probe in a mixture of ice and a small amount of water until a steady reading is achieved. This should be -1°C to +1°C. If outside this range, the unit should be repaired.
Boiling water	Agitate the probe in boiling unsalted water until a steady reading is achieved. This should be between 99°C and 101°C.

Corrective Action

- If outside this range, the unit should be returned to the manufacturer.

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Week Commencing:

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CCP3 - FOOD STORAGE TEMPERATURE RECORD LOG

Hotel:

Week commencing:

Location:

Pastry

Fridge/Freezer Reference	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday		Comments and/or Corrective Action
	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	
39	2	2	01	1	2	2	2	2	2	2	DE	2	2	2	After 15 min 12m-
40	2	2	02	2	2	1	2	2	00	0	01	01	0	1	
41	-18	-18	-32	-18	-19	-22	-17	-22	-19	-18	-19	-21	-17	-18	
42	-16	-19	DF	-22	-18	-19	-17	-18	-16	-17	-16	-16	-18	-18	After 15 mins -18°C
43	1	1	00	01	0	1	0	1	00	0	00	00	0	0	
44	4	3	03	1	2	3	2	1	04	3	03	4	2	1	
45	11	2	02	2	4	4	4	4	04	3	DE	3	4	3	After 15 mins 03
46	2	1	01	1	df	2	df	2	X	2	X	X	1	1	After 15 min 2.
47															
48															
49															
50															
51															
52															
53															
54															
55															
56															
57															
58															
59															
60															
Date coding															
Check carried out															
Initials	PA	at	CLANBN	AL	PJ	GL	SE	X	SE	CDL	SE	CDL	SE	CD	

Critical Limits

Chilled food	5°C or below (unless otherwise specified by local laws)
Frozen food	-18°C or below (unless otherwise specified by local laws)
Date coding	Food must not be beyond its "use by" or "best before" date

Corrective Action

- Recheck temperature
- Consider if food is safe to use
- Dispose of unsafe food
- Review staff training

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LONDON

FORM 16

CCP7 - RECORD OF TEMPERATURE OF FOOD BEING COOLED LOG

Hotel:

Week Commencing:

[illegible]

Critical Limits

Corrective Action
<p>1. Review the project schedule and resource allocation to ensure that the project is on track and that resources are allocated appropriately.</p> <p>2. Identify the root cause of the delay and implement corrective actions to prevent future delays.</p> <p>3. Communicate the status of the project to all stakeholders and provide regular updates on progress.</p> <p>4. Monitor the project closely and adjust the schedule and resource allocation as needed to ensure that the project is completed on time.</p>

Cooling	Cool as quickly as possible
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- Consider if food is safe to eat
- Dispose of unsafe food
- Review operation of holding unit/staff training

Section 10	Issue Date:	Authorised:	Policy/Standard
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GLASS WASHING – WASH and RINSE TEMPERATURE RECORD

(This page should be photocopied)

Week Commencing:

MAKE/MODEL NO:	Winchelette	
DEPARTMENT: LOCATION	L34	
TARGET TEMPERATURE:	Wash °C	Rinse °C

OPERATOR MUST INFORM SUPERVISOR IMMEDIATELY IF TEMPERATURE REMAINS 5°C BELOW TARGET TEMPERATURE

Date:	Temp Wash		Temp Rinse		Operator: (signed)	Comments/Action
	Am	Pm	Am	Pm		
18.05.14	65	63	64	64	Zolan	
20.5.14	66	62	64	64	Ruf	
21.5.14	65	63	64	64	SA	
22.5.14	65	63	64	63	fund	
23/05/14	64	65	64	63	Alfred	
24/05/14	66	63	64	64	Zolan	
25/05/14	66	62	63	64	Zolan	

COMMENTS/ACTION

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DISH WASHING – WASH and RINSE TEMPERATURE RECORD

(This page should be photocopied)

Week Commencing: 19.5/2014

MAKE/MODEL NO:	Winkler STR			
DEPARTMENT: LOCATION	L34			
TARGET TEMPERATURE:	Wash	°C	Rinse	°C

OPERATOR MUST INFORM SUPERVISOR IMMEDIATELY IF TEMPERATURE REMAINS 5°C BELOW TARGET TEMPERATURE

Date:	Temp Wash		Temp Rinse		Operator: (signed)	Comments/Action
	Am	Pm	Am	Pm		
19.05.14	62	63	90	86	[Signature]	
20.5/14	62	63	88	90	[Signature]	
21/5/14	62	64	89	89	[Signature]	
22/5/14	62	64	88	90	[Signature]	
23/5/14	60	61	89	90	[Signature]	
24/5/14	62	63	88	90	[Signature]	
25/5/14	63	64	88	89	[Signature]	

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Shangri-La hotel

AT THE SHARD

LONDON

FORM 12

CCP3 - FOOD STORAGE TEMPERATURE RECORD LOG

Hotel:

Week commencing: 19/5/14

Location: L35

Fridge/Freezer Reference	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday		Comments and/or Corrective Action
	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	
47	03	03	03	02	02	03	03	03	03	03	04	04	04	04	
48	03	02	02	03	03	03	03	03	03	03	03	03	03	03	
49	02	02	02	02	02	02	02	02	02	02	01	03	02	03	
50	-15	04	-10	-18	-18	04	03	03	03	03	-19	-15	-15	-15	Freezer was in use from
51	04	04	04	03	03	04	03	03	03	03	03	03	03	03	
52	03	03	03	04	04	03	03	03	04	02	01	04	02	03	
53	03	04	03	04	04	03	03	03	03	03	02	03	01	01	
54	-21	-21	-21	-21	-21	-20	-19	-21	-18	-20	-18	-20	-20	-20	
55	02	02	02	02	02	05	02	02	00	00	01	08	01	02	Freezer was in use mins after 05
Date coding															
Check carried out															
Initials	00	JH	JH	JH	JH	JH	JH	JH	JH	JH	JH	JH	JH	JH	

Critical Limits

Chilled food	5°C or below (unless otherwise specified by local laws)
Frozen food	-18°C or below (unless otherwise specified by local laws)
Date coding	Food must not be beyond its "use by" or "best before" date

Corrective Action

- Recheck temperature
- Consider if food is safe to use
- Dispose of unsafe food
- Review staff training

Section 10

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DISH WASHING – WASH and RINSE TEMPERATURE RECORD

(This page should be photocopied)

Week Commencing: 19/5

MAKE/MODEL NO:				
DEPARTMENT: LOCATION	L35			
TARGET TEMPERATURE:	Wash	°C	Rinse	°C

OPERATOR MUST INFORM SUPERVISOR IMMEDIATELY IF TEMPERATURE REMAINS 5°C BELOW TARGET TEMPERATURE

Date:	Temp Wash		Temp Rinse		Operator: (signed)	Comments/Action
	Am	Pm	Am	Pm		
20/5	58	57	87	85	<i>[Signature]</i>	
21/5	66	59	87	86	<i>[Signature]</i>	
22/5	65	60	86	88	<i>[Signature]</i>	
23/5	61	60	86	80	<i>[Signature]</i>	
24/5	62	61	87	89	<i>[Signature]</i>	
25/5	63	64	89	86	<i>[Signature]</i>	
26/5	62	63	85	87	<i>[Signature]</i>	
27/5	65	63	84	88	<i>[Signature]</i>	

COMMENTS/ACTION

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AT THE SHARD

LONDON

FORM 11

CCP2 - FOOD DELIVERY/TRACEABILITY RECORD FORM

Hotel:

Week Commencing: 19/05/2014

Location:

[illegible]

Critical Limits

Chilled food	8°C or below (unless otherwise specified by local laws)
Frozen food	-12°C or below (unless otherwise specified by local laws)
Raw/Ready to eat foods	Raw food must be separated from ready-to-eat food at all times during delivery
Condition of food	Packaging must be intact and undamaged
Date coding	Food must not be beyond its "use by" or "best before" date at the time of delivery

Corrective Action

- Reject food
- Review supplier
- Review staff training

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Shangri-La hotel

AT THE SHARD

LONDON

FORM 11

CCP2 - FOOD DELIVERY/TRACEABILITY RECORD FORM

Hotel:

Week Commencing: 20/05/14

Location:

Supplier	Description of food	Delivery Date/Time	Vehicle Temp'	Food Temp'	Date Code	Batch Number	Comments and/or corrective action	Signature of person receiving
NICOL	MUVEE PORK	9:35		3.0				
FISH FOR KIDZ	HALIBUT	9:17		2.8				
PINCUS	CHICKEN VINDAL	9:28	-1/+1	3.5				
HAUG-ESTATE	BEST QUAL LAM	10:20		2.1				

Critical Limits

Chilled food	8°C or below (unless otherwise specified by local laws)
Frozen food	-12°C or below (unless otherwise specified by local laws)
Raw/Ready to eat foods	Raw food must be separated from ready-to-eat food at all times during delivery
Condition of food	Packaging must be intact and undamaged
Date coding	Food must not be beyond its "use by" or "best before" date at the time of delivery

Corrective Action

- Reject food
- Review supplier
- Review staff training

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LONDON
AT THE SHARD

Hotel:

Week Commencing: 21/05/14

Location:

[illegible]

Critical Limits

8°C or below (unless otherwise specified by local laws)

-12°C or below (unless otherwise specified by local laws)

Raw food must be separated from ready-to-eat food at all times during delivery

Packaging must be intact and undamaged

Food must not be beyond its "use by" or "best before" date at the time of delivery

Corrective Action

- Reject food
- Review supplier
- Review staff training

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14
15
16
17

Vehicle: YS2 KMK
Recorder: JEP10054

DELIVERY TICKET

FO

	T1 Front	T2 Rear
-1°C		
1°C		

Sign: 

Date of Report
21 May 14 09:50
Transcan Truck



LONDON

FORM 11

CCP2 - FOOD DELIVERY/TRACEABILITY RECORD FORM

Hotel:

Week Commencing:

22/05/14

Location:

[illegible]

Critical Limits

Chilled food	8°C or below (unless otherwise specified by local laws)
Frozen food	-12°C or below (unless otherwise specified by local laws)
Raw/Ready to eat foods	Raw food must be separated form ready-to-eat food at all times during delivery
Condition of food	Packaging must be intact and undamaged
Date coding	Food must not be beyond its "use by" or "best before" date at the time of delivery

Corrective Action
<p>1. Review the project schedule and resource allocation to identify areas where the team can be more efficient.</p> <p>2. Implement a daily stand-up meeting to ensure team members are aware of their tasks and any potential roadblocks.</p> <p>3. Assign a dedicated team member to manage the client communication and ensure all requests are addressed promptly.</p> <p>4. Conduct a mid-project review to assess progress and make necessary adjustments to the plan.</p> <p>5. Provide additional training or resources to team members who are struggling with specific tasks.</p>

- Reject food
- Review supplier
- Review staff training

Section 10 Forms and Records	Issue Date: March 2014	Authorised:	Policy/Standard HACCP Management System
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CCP2 - FOOD DELIVERY/TRACEABILITY RECORD FORM

Hotel:

Work Commencing: 24/05/2014

Location:

[illegible]

Critical Limits

Chilled food	8°C or below (unless otherwise specified by local laws)
Frozen food	-12°C or below (unless otherwise specified by local laws)
Raw/Ready to eat foods	Raw food must be separated form ready-to-eat food at all times during delivery
Condition of food	Packaging must be intact and undamaged
Date coding	Food must not be beyond its "use by" or "best before" date at the time of delivery

Corrective Action

- Reject food
- Review supplier
- Review staff training

Section 10	Issue Date:	Authorised:	Policy/Standard
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AT THE SHARD

LONDON

FORM 12

CCP3 - FOOD STORAGE TEMPERATURE RECORD LOG

Hotel:

Week commencing:

19/05 - 25/05

Location:

Fridge/Freezer Reference	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday		Comments and/or Corrective Action
	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	
1	4	4	2	4	3	4	4	4	4	3	4	4	4	4	
2	-18	-17	-16	-17	-18	-17	0:3	1:18	17-18	-18	-18	-18	17	-18	on 22/05, Fa-m freezer temp
3	2	0	3	1	2	1	0:02	0:03	2	2	2	2	2	2	
4	2	0	3	1	2	1	0:3	2	2	4	2	2	2	2	
5	3	1	3	2	1	2	0:02	3	5	DEF	2	2	2	4	
6	4	4	3	4	3	4	0:4	2	4	3	4	4	4	3	
7	4	4	4	3	4	4	0:3	4	4	4	4	4	4	4	
Date coding Check carried out	19/5/19/5	20/5/19/5	21/5	21/5	21/5	21/5	22/5	22/5	23/5	CT	CT	CT	24/5	24/5	
Initials	HC	Hood	Maria A	AC	N	AC	AC	AC	AC	CT	CT	CT	AC	AC	

Critical Limits

Chilled food	5°C or below (unless otherwise specified by local laws)
Frozen food	-18°C or below (unless otherwise specified by local laws)
Date coding	Food must not be beyond its "use by" or "best before" date

Corrective Action

- Recheck temperature
- Consider if food is safe to use
- Dispose of unsafe food
- Review staff training

Section 10

Forms and Records

Issue Date:

March 2014

Authorised:

Policy/Standard

DISH WASHING – WASH and RINSE TEMPERATURE RECORD

(This page should be photocopied)

Week Commencing: 19/5/14

MAKE/MODEL NO:	Winterhalter GS 502 ENERGY /			
DEPARTMENT: LOCATION	Burrow Market			
TARGET TEMPERATURE:	Wash	°C	Rinse	°C

OPERATOR MUST INFORM SUPERVISOR IMMEDIATELY IF TEMPERATURE REMAINS 5°C BELOW TARGET TEMPERATURE

Date:	Temp Wash		Temp Rinse		Operator: (signed)	Comments/Action
	Am	Pm	Am	Pm		
19/5/14	60	61	79	83	Nicketa	
20/5/14	59	62	82	81	Nicketa	
21/5/14	63	62	77	97	MALC	
22/5/14	60 60	62	84 84	87	MALC	
23/5/14	62	60	85	84	Nicketa	
24/5/14	62	60	81	83	Nicketa	
25/5/14	62	58	86	84	Nicketa	

COMMENTS/ACTION

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DISH WASHING – WASH and RINSE TEMPERATURE RECORD

(This page should be photocopied)

Week Commencing: 12/5/14

MAKE/MODEL NO:	Winterhalter	
DEPARTMENT: LOCATION	Lang	
TARGET TEMPERATURE:	Wash °C	Rinse °C

OPERATOR MUST INFORM SUPERVISOR IMMEDIATELY IF TEMPERATURE REMAINS 5°C BELOW TARGET TEMPERATURE

Date:	Temp Wash		Temp Rinse		Operator: (signed)	Comments/Action
	Am	Pm	Am	Pm		
15/5/14	66	65	86	84	[Signature]	
16/05/14	65	64	84	84	Ahmed	
17/05/14	65	63	85	83	[Signature]	
18/05/14	62	66	84	85	Ahmed	
19/05/14	66	64	85	85	[Signature]	
20/05/14	62	65	86	84	Ahmed	
21/05/14	64	64	86	84	Ahmed	
22/05/14	62	66	86	86	Ahmed	
23/05/14	65	64	85	85	Ahmed	
24/05/14	65	66	85	86	Ahmed	
25/05/14	62	65	84	85	Ahmed	
26/05/14	61	65	86	85	Ahmed	
27/05/14	62	65	83	88	Ahmed	

COMMENTS/ACTION

no form until 15/5

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CCP6 - FOOD DISPLAY TEMPERATURE LOG

Hotel:

Week Commencing:

Location: 2205

Description of Unit	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday		Comments / Corrective action
	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	
POM RIDGE A	7	8	7	4	7	3	8	3	3	3	9	8	8		over 5°C pressure open & close all the time
POM RIDGE B	8	8	6	6	8	8	8	8	8	8	8	8	8		
Date coding check carried out Initials	Y	C.N.	R	CA	Y	CH	W	I	L	Q	CB	T	CN		

Critical Limits

Cold food	Hold food at a maximum temperature of 5°C (unless otherwise specified by local laws)
Hot food	Hold food at a minimum temperature of 63°C (unless otherwise specified by local laws)

Corrective Action

- Consider if food is safe to eat
- Dispose of any unsafe food
- Review staff training and procedures

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Shangri-La hotel

AT THE SHARD

LONDON

Cleaning Schedule – Elevator 1

WEEK COMMENCING: 20.05.2014

Date	Time AM	PM	Night	V – When done	Signature
20-5-14	9:30	AM		✓	Not done
20-5-14	15:39	PM		✓	K. Bellamy
20-5-14	05:25	1300		✓	A. K. Seif A. L.
22-5-14	04:37	AM		✓	ERIC AKONOR
23-5-14	04:58	AM		✓	ERIC AKONOR
23-5-14	09:09			✓	K. Bellamy
24-5-14	04:58	AM	01:30 AM	✓	ERIC AKONOR
25-5-14	06:00	AM		✓	ERIC AKONOR
26-5-14	05:45	AM		✓	Mohamed K Korgo
27-5-14	06:00	AM	06:20 AM	✓	Edson

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Cleaning Schedule – Elevator 2
 WEEK COMMENCING: 20.05.2014

Date	Time AM	PM	Night	V – When done	Signature
20-5-14	9:5	15		✓	Zakari
20-5-14	15-19	PM		✓	K. Ballinger
20-5-14	05-20	14		✓	Ah. Seif AL
22-5-14	04:30	Am 13:00		✓	ERIC AKONOR
23-5-14	ERIK AKONOR	AKONOR	05-1 Am	✓	ERIC AKONOR
23-5-14	09.01			✓	K. Ballinger
24-5-14	05:18	Am	03.0 AM	✓	ERIC AKONOR
25-5-14	05:40	Am		✓	ERIC AKONOR
26-5-14	05:50	Am		✓	Mohamed K Kargbo
27-5-14	06:50	Am		✓	BOLSON

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WEEK COMMENCING: 20.05.2014

Section 10	Issue Date:	Authorised:	Policy/Standard
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