



COVID-19 restaurants inspection Checklist

Name of the Establishment:	Date:	Phone #:
Name of the Person in Charge/ Manager:	QID #:	E-mail: Signature:
Name of the Inspector:	Signature:	Address:

Note: in case this tool is to be used for Self-Assessment kindly provide support documents as per section 11 and add photos in case needed.

Rating Elements	Met	Not Met	Notes
Receiving area is a way of any source of contamination			
receiving area is meeting the food safety and hygiene requirements			
All food products are delivered by approved suppliers			
all packaged items are disinfected prior to its storage.			
food suppliers audit reports are available			
food receiving log sheet are available			



Dry Storage			
dry storage area is meeting the food safety requirements(Free from any source of contamination)			
the area is not overloaded, and all food products are stored away from the floor			
No presence of damaged or expired food items			
Following a food rotation system (FIFO/FEFO)			
Cold Storage			
Chillers and freezers are clean from the inside & the outside.			
Food is stored in a safe manner and according to the standards.			
Food that is RTE, or opened, or prepared is properly labelled and has (preparation date, opening date, & expiration date).			
Food Safety Health Requirements during preparation			
Thawing of frozen food items is done according to the standards.			
Wash & disinfection of fruits & vegetables is done according to the standards.			
Cutting tools provided are according to the standards.			
Cooking procedure is according to the standards.			
Storage of cooked food items is done according to the standards.			



RTE Food Preparation Area			
Preparation surfaces are clean and well maintained			
Equipped with a waste bin of an appropriate size, clean, has a cover, and opens using a foot press.			
Free from any source of contamination (stagnant water, insects, etc.)			
Control of cross –contamination			
separation of preparation area for different food types (ex. raw food separated from ready-to-eat)			
Packaging materials are properly stored, covered and protected to avoid its contamination.			
Plates and cutleries are properly stored, covered and protected to avoid its contamination			
Regular disinfection of preparation areas are conducted (between each food preparation)			



Color coded equipment-utensils and even cleaning tools are used to avoid cross contamination.			
Dish Washing Area			
Floors, walls, & washing sinks are clean			
Equipped with a clean filter attached to the faucet (water tap)			
Proper lighting, ventilation, and ambient temperature.			
Equipped with a waste bin of an appropriate size, clean, has a cover, and opens using a foot press.			
Cleaning & disinfection products are appropriate for food establishment and stored in a safe manner			
Equipment are kept in drying racks after cleaning to dry properly			
Clean utensils, crockery are stored safely(closed cabinets-dedicated clean area...)			
cleaning and disinfection			
Presence of cleaning and disinfection plan for each section as well as a related checklist.			
the stewarding are properly trained in the cleaning and disinfection procedure.			
All chemicals used are food grade with evidence(MSDS and NSF certificate)			



All chemical products are stored in a safe manner and in a dedicated area.			
Cleaning tools are stored far from the food preparation areas.			
Cleaning tools are clean & fit for use (in a good condition)			
Cleaning is completed as documented. This includes correct use of cleaning chemicals (e.g. concentration/time and or temperature) and methods			
Deep cleaning and disinfection is conducted before re-opening and record is provided			
Validation of the efficiency of deep cleaning and disinfection.			
Cloths used in cleaning are clean and according to the health requirements(not representing source of contamination)			
Personal Hygiene and Healthy behavior			
Personnel hygiene policy is available and communicated to all food handlers			
Food handlers are wearing uniforms that are clean and different from the cleaner's uniform, PPE's included.			
Food handlers adhere to healthy behavior & personal hygiene			
Valid health certificates			



Food handlers are free from wounds, sores and diseases.			
movement pattern of personnel, equipment and utensils ensure they are not a source of cross contamination of product			
Employee training records			
Procedure for food handlers uniform laundry			
pest management			
pest control program mentioning: - valid contract with pest control company - List of pesticides and its MSDS - Bait/trap map			
detailed pest treatment report issued by the pest control company (including the pesticide used-area treated-the dilution of the pesticide-the active ingredient-the pest control steps followed-the evaluation)			
Toilets			
Floors, walls and ceilings are clean.			
Hand washing sinks are in a good condition			
Suction fan works efficiently			
Equipped with paper towels and liquid soap each in its own dispenser			



Equipped with a waste bin of an appropriate size, clean, has a cover, and opens using a foot press.			
Hand washing sinks			
Equipped with tissue paper dispenser and antiseptic liquid soap dispensers.			
Equipped with a waste bin of an appropriate size, clean, has a cover, and opens using a foot press.			
dining area			
Free from any source of contamination			
Provided with sufficient numbers of tables that are according to requirements			
Provided with sufficient number of hot holding units and that are according to requirements			
Food handlers adhere to healthy behavior & personal hygiene			
Storage of equipment used for serving meals far from sources of contamination			
Provided with an alcohol hand sanitizer dispenser			



Covid-19 requirements			
Regulating Entry			
Entry is regulated to ensure premises does not become overcrowded			
Advance reservations are required; no walk-in customers permitted. Measures in place to prevent congregation of customers			
Ehteraz App downloaded by all staff and customers. Status is checked green to allow entry.			
Thermal screening of staff and customers undertaken on entry, no entry for those at temperature 38 degrees or above. This step must be documented			
Physical Distancing			
Seating redesigned to ensure 2m between tables to reduce restaurant capacity (calculate 16m ² per person to include staff and customers)			
Where practical, especially in booth seating, physical barriers are used			
Maximum of 5 guests per table, (with the exception of family groups)			
Maximum capacity allowed is 50% at any given time			
Floor markings used to maintain social distancing where necessary			
Employee Health			
Health screening protocols established and documented for workers at the start of each shift – staff to undergo regular COVID-19 testing as per MOPH guidance			
Delivery staff: body temperature measured twice daily and documented. Name of delivery employee written on			



the order; Orders placed inside disposable plastic bag before delivering them to consumers.			
Workers with COVID-19 symptoms should not be at work			
Number of staff allowed simultaneously in break rooms must not exceed 9m2 per person, 1.5m physical distancing			
Shifts and breaks staggered to reduce number of opportunities for staff to congregate			
Whenever shifts or teams are working, the same staff in each team or shift groups is maintained to minimize risk of transmission between teams			
Records of staff rosters maintained for each shift/day to enable contact tracing if needed			
Infection, Prevention and Control			
Masks worn by staff at all times, compelling staff preparing and delivering meals to wear masks and gloves and to properly use them. Staff use gloves when handling tools that have been used by other people, and dispose of them properly.			
Contact minimized between kitchen workers and services, and delivery drivers (for example, by having zones from which delivery drivers can collect packaged food items)			
Contact time limited between staff and guests			
Hand sanitizer provided at entrances			
Plastic barriers used between staff and customers where practical e.g. at payment desks			

Technology solutions used where possible to reduce contact, - mobile ordering, text on arrival for seating, contactless payment options			
Education and Awareness			
Customers and staff reminded of social distancing requirements – clear and visible signage at entrances			
Guests requested to wear masks when moving from their table			
All staff and customers educated on importance of frequent hand washing, use of hand sanitizer, and clear instructions not to touch hands to face			
Staff and customers kept updated on COVID safety and prevention information guidelines. Emphasis that protecting public health is paramount. MoPH education / awareness messages and materials used.			
Data of every guest reservation captured and kept on file for a minimum of two weeks			
Inbound deliveries of supplies and materials			
Contact minimized between kitchen workers and servers and delivery drivers (for example, by having zones from which delivery drivers can collect packaged food items.)			
Drop-off collection points revised, with procedures, signage and markings to minimize number of external personnel from entering facilities			
Where possible and safe, the same worker unloads vehicles or transport supplies into storage areas			

One-way flow of traffic created to and from storage rooms whenever possible			
Additional cleaning and Disinfection of customer areas			
Records kept of process used to clean and disinfect entire facilities, especially as it has been closed. Focus on high-contact areas that would be touched by both employees and customers.			
Between customers: clean and disinfect table condiments, digital ordering devices, clean and disinfect reusable menus, tabletops and common touch areas. Single use items should be discarded (including paper menus after each customer use)			
For restrooms, cleaning between customer use, including door handles, flush, and taps. No use of air dryers, use disposable paper towels and dispose regularly			
Air conditional filters upgraded or cleaned prior to re-opening. System checked and optimized to ensure proper ventilation is maintained.			
Isolation room made available for any member of staff or customer who feels ill, with clear protocols for referring to emergency services			
Food delivery and transportation			
Transportation Vehicles disinfected before loading food items			
Food Handlers trained regarding the risk of virus and bacteria and how to avoid the transmission of the infection.			
Provided with plastic containers to store food items during transportation			



Carefully handling packaging material during its receiving, storage, and packaging of food to avoid the spread of infection			
Food items are not stored directly on the floor of the vehicle			
Opening Hours and Parking			
Restaurants must comply with most updated guidance on opening hours			
Parking for dine-in restaurants should be restricted to comply with maximum allowed capacity			
Vulnerable Groups			
Vulnerable groups should remain at home Staff with chronic conditions should not be at work			
No shisha.			