



PIC Check Points 1

Premises and equipment

CATCHES

Has the layout and design of the premises been approved by the Food Control Department prior to construction?	
Do the layout and design of the premises facilitate effective separation of raw and ready-to-eat foods?	
Do the layout, design, construction and size of the premises permit adequate cleaning?	
Are the materials used for the structure of the premises such as to avoid contamination of food?	
In food rooms, are floors and walls made of suitable materials and in good condition for the operations undertaken?	
Are suitable ceilings used in food rooms?	
Is all equipment, including work surfaces, constructed from suitable materials, in good repair and easy to clean?	
Are there enough sinks provided for washing equipment, and are the sinks large enough to allow the equipment to be cleaned properly?	
Are separate sinks provided for raw and ready-to-eat foods?	
Are there enough hand-wash basins available with soap and suitable means of drying hands?	
Are supplies of hot and/or cold water provided as required?	
Are there sufficient facilities for controlling the temperature of food from delivery to sale?	
Are there enough toilets?	
Are toilets separated from food rooms?	
Is there adequate ventilation?	
Are the lighting levels sufficient for those working on the premises to do their job hygienically?	



PIC Check Points 2

Cleaning

CATCHES

Is there a suitable cleaning schedule for all areas of the food premises?	
Are employees properly trained in safe and effective cleaning and disinfection procedures?	
Do employees follow the instructions provided by manufacturers of cleaning chemicals, including appropriate dilutions and contact time?	
Is food removed or protected during cleaning to avoid contamination by cleaning chemicals?	
Are cleaning chemicals and equipment stored safely away from food areas?	
Do employees clean and disinfect their workstations and equipment regularly throughout the day?	
Are correct cleaning methods and materials being used for the appropriate areas?	
Is separate cleaning equipment used for toilets/staff areas and food areas?	
Is separate cleaning equipment used for cleaning areas where raw food and ready-to-eat food are prepared? If not, are ready-to-eat food areas cleaned first?	
Are single-use disposable or colour-coded cloths used to prevent cross-contamination?	
Are high wall surfaces, ceilings, ventilation ducts etc. cleaned periodically?	
Are mops, cleaning cloths, sponges and brushes cleaned and disinfected regularly and allowed to dry?	
Is equipment provided for cleaning suitable for its intended use, kept clean and in good condition?	
Are standards of cleanliness monitored to ensure that effective cleaning is being carried out?	



PIC Check Points 3

Waste management

CATCHES

Are sufficient bins and other waste disposal facilities provided for food waste in food rooms and are they conveniently positioned?	
Are waste bins in food rooms washable and lidded and regularly emptied?	
Is waste placed in a designated area and, if inside, away from food rooms?	
Is waste awaiting disposal placed in closed containers?	
Are staff trained in correct waste disposal procedures?	
Is waste disposal activity monitored regularly?	



PIC Check Points 4

Pest control

CATCHES

Is an integrated pest management system in place using an approved pest control company?	
Are employees trained in pest awareness and alert to the signs of infestation?	
Do employees know the protocol for reporting pest problems?	
Are premises checked regularly for structural damage that may allow pests access?	
Are external doors kept closed when not in use?	
Where necessary, are openable windows to food preparation areas protected with fly screens?	
Are premises kept clean, tidy and in good condition to remove potential sources of food, harbourage and nesting material for pests?	
Are spillages cleared and is waste controlled so as not to attract pests?	
Is food kept in lidded, pest-proof containers off the floor?	
Is stock stored and rotated correctly?	
Are storage areas inspected and cleaned regularly?	
Are undisturbed areas and unused equipment checked regularly for signs of pests?	
Are the areas around the premises kept clean and tidy so as not to offer harbourage to pests?	
Are deliveries checked to ensure that pests are not brought into the premises?	
If provided, are electric fly killing units properly positioned and regularly cleaned?	
Are domestic animals excluded from food areas?	



PIC Check Points 5

Transport

CATCHES

Are all vehicles used for transporting food approved by the Dubai Municipality Food Control Department?	
Are vehicles/containers used for transporting food clean and in good repair?	
Is adequate separation available to prevent cross-contamination?	
Are vehicles/containers effectively cleaned and/or disinfected between different uses?	
Are open foods protected from dust, debris and fumes during transportation?	
Are appropriate temperatures maintained during transportation?	
Are there means of monitoring temperatures within vehicles?	



PIC Check Points 6

Deliveries

CATCHES

Is a responsible and designated person assigned to receive deliveries?	
Are deliveries checked immediately on receipt, including confirmation that chilled, frozen or hot foods are at the correct temperatures, and that all foods are suitably packaged and free from visible damage or contamination?	
Have you discussed acceptable delivery temperatures with your suppliers and formally agreed that food will be delivered frozen or chilled or hot, or within safe time limits?	
Do you check that the frozen food delivered to your business has not begun to defrost?	
After accepting a delivery, are foods taken immediately to a designated and appropriate storage area?	
Are arrangements in place for returning to the supplier or destroying any unsatisfactory food or food suspected of being contaminated?	



PIC Check Points 7

Cross-contamination during storage

CATCHES

Are all foods adequately covered or protected while in storage or on display?	
Are raw and cooked foods physically separated at all times during storage?	
Do you store raw food below high-risk and ready-to-eat food or use separate refrigerators?	
Are dry goods stored off the floor in a clean, dry and pest-proof area?	
Do you ensure foods are not stored with non-foods that may taint or contaminate them?	

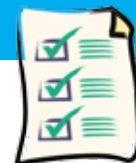


PIC Check Points 8

Stock rotation

CATCHES

Are product date codes checked on delivery?	
Are products stored so as to assist 'first in first out' rotation?	
Do you carry out regular checks on short-life foods?	
Do you carry out weekly checks on longer-life foods, or as recommended?	
Are there systems to print/mark date codes for foods produced in house?	
Are staff familiar with date code monitoring and appropriate corrective actions?	
Are out-of-date and unfit foods to be disposed of clearly labelled and kept separate in a place to which customers do not have access?	



PIC Check Points 9

Displayed food

CATCHES

Are open raw products, e.g. fresh meat and poultry, segregated from cooked/ready-to-eat products at all times?	
Are high-risk foods kept under temperature control?	
Is there a system in place for date coding of food?	
Is staff handling of open high-risk products kept to a minimum?	
If high-risk self-service foods are displayed, are they supervised/inspected by a member of staff?	
Are foods displayed in suitable containers?	
Are open products such as salad items protected by sneeze guards or suitable barriers to prevent contamination by customers?	
Are open food displays routinely inspected to maintain good hygiene standards and appearance of products?	



PIC Check Points 10

Temperature control

CATCHES

Is there sufficient cold storage equipment to keep chilled foods at or below 5°C?	
Is there sufficient frozen storage equipment to keep frozen foods at or below -18°C?	
Is there sufficient equipment to hold hot food at or above 60°C?	
During cooking, do core temperatures reach 75°C for 30 seconds (or equivalent)?	
Is there a blast chiller to cool food rapidly?	
If a blast chiller is not available, are staff trained to cool rapidly using alternative cooling methods?	
Is temperature-controlled equipment regularly maintained and in good working order?	
Are high-risk foods kept at temperatures that do not pose a risk to health (i.e. at or below 5°C or at or above 60°C)?	
Where food spends periods of time at ambient temperatures, is a satisfactory method employed to ensure they are observed?	
Are reheated foods heated rapidly to 75°C for 30 seconds (or equivalent) prior to display or sale?	
When heating or cooling foods, are they taken through the danger zone quickly?	
Are daily checks conducted to verify temperature controls are being observed?	
Are food temperatures regularly monitored and recorded?	



PIC Check Points 11

Personal hygiene

CATCHES

Have food handlers received training on when and how to wash their hands?	
Do food handlers wash their hands correctly and regularly?	
Do food handlers working with open food wear appropriate plasters on cuts and wounds?	
Do food handlers wear hair restraints and cover their hair properly?	
Is the wearing of jewellery and nail varnish properly controlled?	
Is suitable protective clothing provided?	
Are food handlers prohibited from smoking, eating and drinking while working?	
Are staff aware of their responsibility to report diseases/illnesses?	
Are staff who may contaminate food as a result of illness excluded from food handling or working in food areas?	
Is unauthorised entry into the kitchen prevented?	



PIC Check Points 12

Emergencies

CATCHES

Is there a complaints follow-up system in place?	
Are major complaints reported to the Food Control Department?	
Are proper date and lot code checking procedures in place to facilitate any recall?	
Are staff aware of procedures to follow in the event of a recall?	
Are recalled/withdrawn products labelled as not for sale or use and kept separate from other foods in a place inaccessible to customers?	
For other emergencies, are staff aware of the recommended procedures?	