SAMPLE REPORT - demo records, made-up kitchen and staff names

Checklist History Report

The Sample Kitchen

Generated: Wednesday 23 September 2026 at 10:30 · Period: 14 Sep 2026 to 20 Sep 2026

Showing: Opening Checks only

100%	0	0	0
Completed	**Not done**	**Readings outside limit**	**Not signed off**
7 of 7	None partly done	None	All signed

NEEDS ATTENTION (0)

Nothing needs attention in these dates.

EVERY RUN

DATE	CHECKLIST	STATUS	ITEMS	COMPLETED	SIGNED OFF	NOTES / HANDOVER
Sun 20 Sep 2026	**Opening Checks** ✓ Walk-in fridge **1.6°C** (at or below 5°C; legal limit 8°C) ✓ Chest freezer **-19.4°C** (at or below -18°C) First reading -13.5°C at 07:09 OVER TARGET - re-checked above **Corrective action (Tom Reid):** Door/defrost fixed, will re-check ✓ Probe cleaned and checked against iced water ✓ Hand wash sinks stocked with soap and towels ✓ Fridges, freezers and cooking equipment running normally	Passed · 1 over target	5/5	Sun 20 Sep 2026, 07:57 Tom Reid	**Alex Morgan** Mon 21 Sep 2026, 09:56	-
Sat 19 Sep 2026	**Opening Checks** ✓ Walk-in fridge **3.3°C** (at or below 5°C; legal limit 8°C) ✓ Chest freezer **-21.7°C** (at or below -18°C) ✓ Probe cleaned and checked against iced water ✓ Hand wash sinks stocked with soap and towels ✓ Fridges, freezers and cooking equipment running normally	Passed	5/5	Sat 19 Sep 2026, 07:26 Priya Shah	**Alex Morgan** Sun 20 Sep 2026, 10:10	-
Fri 18 Sep 2026	**Opening Checks** ✓ Walk-in fridge **3.1°C** (at or below 5°C; legal limit 8°C) ✓ Chest freezer **-21.4°C** (at or below -18°C) ✓ Probe cleaned and checked against iced water ✓ Hand wash sinks stocked with soap and towels ✓ Fridges, freezers and cooking equipment running normally	Passed	5/5	Fri 18 Sep 2026, 07:25 Tom Reid	**Alex Morgan** Sat 19 Sep 2026, 09:51	-
Thu 17 Sep 2026	**Opening Checks** ✓ Walk-in fridge **2.8°C** (at or below 5°C; legal limit 8°C) ✓ Chest freezer **-19.5°C** (at or below -18°C) ✓ Probe cleaned and checked against iced water ✓ Hand wash sinks stocked with soap and towels ✓ Fridges, freezers and cooking equipment running normally	Passed	5/5	Thu 17 Sep 2026, 07:28 Tom Reid	**Alex Morgan** Fri 18 Sep 2026, 10:11	-
Wed 16 Sep 2026	**Opening Checks** ✓ Walk-in fridge **3.8°C** (at or below 5°C; legal limit 8°C) First reading 6.8°C at 07:12 OVER TARGET - re-checked above **Corrective action (Priya Shah):** Door/load fixed, will re-check ✓ Chest freezer **-19.4°C** (at or below -18°C) ✓ Probe cleaned and checked against iced water ✓ Hand wash sinks stocked with soap and towels ✓ Fridges, freezers and cooking equipment running normally	Passed · 1 over target	5/5	Wed 16 Sep 2026, 07:51 Priya Shah	**Alex Morgan** Thu 17 Sep 2026, 09:20	-

SAMPLE

SAMPLE REPORT - demo records, made-up kitchen and staff names

DATE	CHECKLIST	STATUS	ITEMS	COMPLETED	SIGNED OFF	NOTES / HANDOVER
Tue 15 Sep 2026	**Opening Checks** ✓ Walk-in fridge **2.6°C** (at or below 5°C; legal limit 8°C) ✓ Chest freezer **-21.6°C** (at or below -18°C) ✓ Probe cleaned and checked against iced water ✓ Hand wash sinks stocked with soap and towels ✓ Fridges, freezers and cooking equipment running normally	Passed	5/5	Tue 15 Sep 2026, 07:21 Tom Reid	**Alex Morgan** Wed 16 Sep 2026, 10:04	-
Mon 14 Sep 2026	**Opening Checks** ✓ Walk-in fridge **1.9°C** (at or below 5°C; legal limit 8°C) ✓ Chest freezer **-19.2°C** (at or below -18°C) ✓ Probe cleaned and checked against iced water ✓ Hand wash sinks stocked with soap and towels ✓ Fridges, freezers and cooking equipment running normally	Passed	5/5	Mon 14 Sep 2026, 07:24 Tom Reid	**Alex Morgan** Tue 15 Sep 2026, 09:55	-

Generated Wednesday 23 September 2026 at 10:30 · by Alex Morgan · The Sample Kitchen · ChefsRecords v1.0.2 · Checklist History - 14 Sep 2026 to 20 Sep 2026

SAMPLE