



GMP Inspection Checklist - Toilets, Dressing Rooms, Pantry, Canteen

SQF 11.3.5

Date Inspected**Time of Inspection****Inspected By:**

1	Toilet Facilities and Dressing Rooms	Yes	No	Observation/Non-Conformance	Performed by	Performed date/time
1.1	Are the toilets clean, well-maintained and in good working order?					
1.2	Are doors in the toilets working properly?					
1.3	Are doors in the dressing rooms working properly?					
1.4	Are soap dispensers above handwash sinks operable and full?					
1.5	Are towel dispensers and/or hand dryers above handwash sinks operable and full?					
1.6	Are the floors clean and sanitized, with drainage free from puddles, overflows, or clogging?					
1.7	Are disinfectant dispensers located in handwash stations operable and full?					
1.8	Are toilet tissue dispensers full?					

1.9	Are the staff boots clean and free from dirt?					
1.10	Are the mirrors clean and free from splatters?					
1.11	Are there handwashing signs posted, in legible form and in language understood by all staff?					
1.12	Are air ventilation systems installed and working?					
1.13	Are there insects present and/or visibly flying over the area?					
1.14	Are the insect traps/killers running and in proper working condition?					
1.15	Are the ceilings clean and free from dirt, insects, or condensate?					
1.16	Are used/soiled uniforms placed in a dedicated laundry area, away from clean/unused clothes?					
1.17	Are the lockers positioned away from the wall?					
1.18	Are the lockers clean and free from molds, rust or any substance that promote molds or rust (food and liquids)?					
2	Staff Pantry and Canteen	Yes	No	Observation/Non-Conformance	Performed by	Performed date/time
2.1	Are the floors clean, sanitized, and free from puddles?					
2.2	Are the seats and tables clean, sanitized, and free from puddles or organic matter?					

2.3	Are the sinks clean, sanitized, and free from clogging and overflow?					
2.4	Are the faucets working and dispensing potable water?					
2.5	Are soap dispensers above the sinks operable and full?					
2.6	Are towel dispensers and/or hand dryers above the sinks operable and full?					
2.7	Are disinfectant dispensers operable and full?					
2.8	Are there trash bins dedicated for food leftovers and food packaging?					
2.9	Are the ceilings clean and free from dirt, insects, or condensate?					
2.10	Do the food vendors wear protective clothing (hairnets, gloves, spit guards, masks)?					
2.11	Are there insects present and/or visibly flying over the area?					
2.12	Are the insect traps/killers running and in proper working condition?					
2.13	Are air ventilation systems installed and working?					

Verified By



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