



GMP Inspection Checklist - Handwashing Station and Processing Entrance

SQF 11.3.2

Date Inspected: *

Time:

1	HANDWASHING STATIONS	Yes	No	Observation/Non-Conformance	Performed by	Performed date/time
1.1	Are the faucets working and operated in a handsfree manner?					
1.2	Is the water heater turned on and working?					
1.3	Does the heated water from the handwash faucet constantly reach the target temperature of 110°F (43°C)?					
1.4	Are the handwash sinks clean, sanitized, and free from clogging and overflow?					
1.5	Are soap dispensers above handwash sinks operable and full?					
1.6	Are towel dispensers and/or hand dryers above handwash sinks operable and full?					
1.7	Are disinfectant dispensers located in handwash stations operable and full?					

1.8	Are handwash timers above the handwashing sinks working and in good condition?					
1.9	Are there handwashing signs posted, in legible form and in language understood by all staff?					
1.10	Are the ceilings clean and free from dirt, insects, or condensate?					
1.11	Are the hand chlorine dips clear and free from any extraneous material?					
1.12	Do the hand chlorine dips reach the target test strip results for free chlorine levels?					
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 there staff present to periodically replace chlorine dips once usage limit is reached?					
1.16	Are gloves placed conspicuously nearby the handwashing station for easy access?					
1.17	Are air ventilation systems installed and working?					
2	PROCESSING ENTRANCE	Yes	No	Observation/Non-Conformance	Performed by	Performed date/time
2.1	Are the floors clean, sanitized, and free from puddles?					
2.2	Do the foot dips/bath reach the target test strip results for disinfectant levels?					

2.3	Are the lint rollers used by inspectors operable and full?					
2.4	Are the ceilings clean and free from dirt, insects, or condensate?					
2.5	Are there staff present to periodically replace chlorine dips once usage limit is reached?					
2.6	Are there inspector/s present to check for jewelry and loose items and to verify donning?					
2.7	Are there insects present and/or visibly flying over the area?					
2.8	Are the insect traps/killers running and in proper working condition?					
2.9	Is the plastic curtains/strip door clean and free from cuts, dirt, insects, or splatters?					
2.10	Does the plastic curtain/strip door leave no gaps in the doorway, and is hung in uniform overlaps?					
2.11	Is there a legible donning and doffing procedure properly posted in the area, in language/s understood by all staff?					

Verified By



