

Food Safety Temperature Action Log

Complete this form for accurate tracking of actions taken when a temperature falls within the Food Temperature Danger Zone.

Franchise #: _____

Week Ending Date*: _____ / _____ / _____

Date	Product	First Logged Temperature			Second Logged Temperature			Third Logged Temperature			Owner/ Manager Initials	
		Temperature	Time	Initials	Temperature	Time (30 minutes later)	Initials	Action Taken	Temperature	Time (60 minutes later)		Initials

If a product temperature is taken and the recorded temperature is not within the food safety guidelines of hot or cold products, record the temperature above and follow the procedure below:

- * Enter the date and product in the first two boxes. Record the product temperature, along with the time and initials in the "First Logged Temperature" area.
- * If a product temperature is not within the guidelines, the temperature of all surrounding products must be immediately taken (in addition to all other corrective steps).
- * Corrective action must then be taken for each and every product that is not found to be within the proper guidelines.
- * Determine and record the possible corrective action. While corrective action is being taken, do not serve product to customers.
- * Cold products must be pulled from the sandwich unit while corrective action is being taken as the unit is not designed to reduce temperatures (e.g. place product back into walk-in cooler).
- * Hot products must be rapidly heated to the correct temperature (e.g. place the product in the microwave and heat to desired temperature).
- * Take and record the temperature of the same product 30 minutes later. If the temperature has recovered, close out the entry with an owner/manager signature.
- * If the product is still outside of the acceptable temperature guidelines, then continue to take corrective action. Record the corrective action taken.
- * Take and record the product temperature in another 30 minutes (60 minutes later than the initial temperature recording).
- * If the product still has not reached its proper temperature, do not serve it to customers.
- * The corrective action at this time is to properly label it "Do Not Use" and set product aside to be discarded by owner or manager.
- * The four most recent Temperature Recording & Action Logs must be kept in the restaurant for review