

Bakery Equipment Cleaning Checklist

Cleaning

DATE ____/____/____	BAKERY	CLEANED BY	CLEANING TYPE
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DAILY — AFTER EACH RUN

- | | |
|--|--|
| <input type="checkbox"/> Mixer bowl, beater, and hook washed | <input type="checkbox"/> Baking trays and tins washed or scraped |
| <input type="checkbox"/> Mixer guard and splash ring wiped | <input type="checkbox"/> Scales wiped clean |
| <input type="checkbox"/> Dough sheeter rollers and belt cleaned
<small>Scrape dough residue, wipe with damp cloth</small> | <input type="checkbox"/> Ingredient bins closed and labelled |
| <input type="checkbox"/> Divider/moulder scraped and wiped | <input type="checkbox"/> Floor swept of flour and dough scraps |
| <input type="checkbox"/> Work tables and benches cleared and sanitised | <input type="checkbox"/> Bread slicer — crumb tray emptied, blade area brushed |

OVENS & PROOFER

- | | |
|---|---|
| <input type="checkbox"/> Deck oven floor swept of crumbs | <input type="checkbox"/> Proofer interior wiped — no mould |
| <input type="checkbox"/> Rack oven interior wiped when cool | <input type="checkbox"/> Proofer racks and trays cleaned |
| <input type="checkbox"/> Oven door glass cleaned | <input type="checkbox"/> Proofer water tray drained and cleaned |

WEEKLY DEEP CLEAN

- | | |
|---|--|
| <input type="checkbox"/> Mixer column and base degreased | <input type="checkbox"/> Ingredient storage shelves wiped |
| <input type="checkbox"/> Sheeter fully disassembled and cleaned | <input type="checkbox"/> Extraction hood and filters cleaned |
| <input type="checkbox"/> Bread slicer blade guard removed and cleaned | <input type="checkbox"/> Floor drains cleared |
| <input type="checkbox"/> Display cases interior wiped and sanitised | <input type="checkbox"/> Walls and ceiling near ovens wiped |

ALLERGEN CLEAN-DOWN

- | | |
|---|---|
| <input type="checkbox"/> All surfaces cleared of previous product
<small>When switching between allergen-containing and allergen-free runs</small> | <input type="checkbox"/> Visual inspection — no residue |
| <input type="checkbox"/> Equipment disassembled and washed | <input type="checkbox"/> Utensils changed or washed |
| <input type="checkbox"/> Equipment rinsed and air-dried | |

Allergen clean-down signed off _____

SIGN-OFF

Equipment issues found _____

Cleaned by signature _____

Notes

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