

Supermarket Food Receiving Inspection Checklist

Food Safety | UK

STORE	DATE ___/___/___	SUPPLIER	DELIVERY NOTE #	RECEIVED BY
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DELIVERY VEHICLE

 Vehicle clean, no pest evidence Pass Fail

	PASS	FAIL	N/A
Chilled vehicle at correct temp	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Frozen vehicle solid throughout	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		PASS	FAIL
No raw/cooked stored together		<input type="radio"/>	<input type="radio"/>
No non-food items contaminating food		<input type="radio"/>	<input type="radio"/>

PRODUCT TEMPERATURE

Chilled product temp _____ °C 1–5°C

Frozen product temp _____ °C ?18°C or below

Fresh meat temp _____ °C 0–4°C

 All temps acceptable Pass Fail — see actions

PACKAGING & CONDITION

	PASS	FAIL		PASS	FAIL
Packaging intact	<input type="radio"/>	<input type="radio"/>	No thaw/refreeze evidence	<input type="radio"/>	<input type="radio"/>
No pest damage	<input type="radio"/>	<input type="radio"/>	Produce quality acceptable	<input type="radio"/>	<input type="radio"/>

LABELLING & DATE CODES

	PASS	FAIL		PASS	FAIL
Products correctly labelled	<input type="radio"/>	<input type="radio"/>	Allergen information per FIC Regulation	<input type="radio"/>	<input type="radio"/>
Use-by / best-before dates acceptable	<input type="radio"/>	<input type="radio"/>	Batch / lot numbers traceable	<input type="radio"/>	<input type="radio"/>

QUANTITY & ACCEPTANCE

 Quantity matches delivery note Correct Discrepancy

 Delivery accepted Accepted in full Partially accepted Rejected

Rejected items

 Stock stored immediately

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Receiver signature

Notes

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