Weekly Food Preparation and Cooling Temperature Monitoring Log

Cooling Food Items (CCP 007)

*Responsibility – All Team Members: Food items cooled out of temperature control to be monitored. Once 21°C is reached the food item is to be transferred to Cold Storage and monitored until 5°C is reached.

Cooled/Chilled Food (refer to the 2 - 4 Hour Rule table below)

Food item to be cooled	Date	Initial Cooking Temp	Check 1 Time / Temp	Check 2 Time / Temp	Check 3 Time / Temp	Check 4 Time / Temp	Check 5 Time / Temp	Check 6 Time / Temp	Completed by
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Note: 4 hours is the time limit to cool food from 60°C to 5°C			First 2 hour period is to cool food from 60°C to 21°C			Second 2 hour period is to cool food from 21°C to 5°C			

Corrective Action	