



Kitchen shift sheet

Embers Bar & Grill · Kitchen

Nothing fancy, just done properly.
Every shift, written down and photographed.

Scan to
photograph
this sheet



SS-K · Draft 0.1

14 Oct 2026
Issued centrally. Do not alter.

Fridges, freezers and cabinet

EK-05

Fridges and cabinet 5 °C or colder · Freezers frozen hard: write the minus sign

Unit	Reading	If over: what we did
F01a	F01b °C	F01c
F02a	F02b °C	F02c
F03a	F03b °C	F03c
F04a	F04b °C	F04c
F05a	F05b °C	F05c
F06a	F06b °C	F06c
F07a	F07b °C	F07c
F08a	F08b °C	F08c

Cooking

EK-07

75 °C or hotter in the thickest part · one of each high-risk food cooked this shift

Food	Core
C01a	C01b °C
C02a	C02b °C
C03a	C03b °C
C04a	C04b °C
C05a	C05b °C
C06a	C06b °C

Out of the fridge by time

EK-06

Under 2 hours: back in the fridge or use · 2 to 4 hours: use now · over 4 hours: bin

Food	Out at	Back, used or binned at	Binned
T01a	T01b	T01c	T01d ☐
T02a	T02b	T02c	T02d ☐
T03a	T03b	T03c	T03d ☐

Dishwasher

EK-10

Final rinse 82 °C or hotter (read the display)

Machine	Final rinse
Dishwasher	W01a °C

Cooling

EK-08

Only if you cooled food · 21 °C or colder at 2 hours · then 5 °C or colder within 4 more

Food	Started (time)	At 2 hours	Finished (time)	At finish
K01a	K01b	K01c °C	K01d	K01e °C
K02a	K02b	K02c °C	K02d	K02e °C
K03a	K03b	K03c °C	K03d	K03e °C

Reheating and holding hot

EK-09

Reheat to 60 °C or hotter within 2 hours · hold at 60 °C or hotter

Food	Time in	Time hot	Reached	Holding check
R01a	R01b	R01c	R01d °C	R01e °C
R02a	R02b	R02c	R02d °C	R02e °C

Cleaned and sanitised at close

EK-10

Tick when done · cross if not done

S01	☐ Benches
S02	☐ Chopping boards
S03	☐ Knives and utensils
S04	☐ Meat slicer
S05	☐ Blenders and processors

Anything over a limit: what we did

EK-12

X

Who filled this in

EK-12

N

Write with the whiteboard marker. One photograph at the end of your shift, the whole sheet with all four corners in the picture. Then wipe it clean for the next shift.

Embers Bar & Grill · SS-K · deliveries: temperature on the invoice