



**QUALITY ASSURANCE - HEALTH AND SAFETY  
HACCP - Hot/Cold Holding Temperature Record Sheet**

CODE: 11.02.021

EDITION: 1

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**Kitchen/restaurant:**  
**Type of Holding:**

**Date:**

**Month:**

Date	Food item	Starting Time	Temperature					Corrective Action	Name	Signature
			Time zero	1h	2h	3h	After the CA			

**Critical Limits**

Cold food	Hold food at a maximum temperature of 5°C (unless otherwise specified by local laws)
Hot food	Hold at or above 65°C (unless otherwise specified by local laws)

**Corrective Action**

- Consider if food is safe to eat
- Dispose of unsafe food
- Review staff training
- Review cooling procedure/staff training

**Monitored by:**  
**Verified by:**

**Signature:**  
**Signature:**

**Date:**  
**Date:**