**Food Product Transportation Checklist**

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| --- | --- |
| Company: | Facility: |
| Name: | Date: |
| **Standard Work Procedures** |
| Products are protected from condensation risks when necessary. | [ ]  |
| All vehicles are loaded at or below their maximum capacity limits. |[ ]
| Drivers take regular temperature audits to ensure that food is properly refrigerated. |[ ]
| Before loading product for transport, workers to check to make sure the truck is dry and clean. |[ ]
| If workers notice signs of contamination in a truck, they escalate to management immediately. |[ ]
| Workers log the temperature of the products before loading them into a vehicle. |[ ]
| Once loading starts, it continues with as few stops as possible to prevent temperature issues. |[ ]
| Workers use ramps and dollies when necessary to prevent strain injuries. |[ ]
| All product pallets or containers must have visible labels before being loaded. |[ ]
| Damaged or open products are not loaded into vehicle to reduce risk of contamination. |[ ]
| Driver keeps a detailed log of any possible contamination during product transport. |[ ]
| Contamination events are documented and action items logged to prevent future incidents. |[ ]
| **Transportation Equipment** |
| Trucks, dollies, and other equipment are regularly cleaned and sanitized. |[ ]
| Facilities team keeps a detailed log of all truck maintenance and repairs. |[ ]
| Any potentially hazardous materials used to maintain equipment are well-documented. |[ ]
| Refrigerated vehicles are kept running and their temperatures regulated while product is inside. |[ ]
| Doors of vehicles remain sealed in between loading events. |[ ]
| Thermometers are calibrated before temperatures are recorded and products loaded.  |[ ]
| Damaged thermometers are replaced immediately before the vehicle can be used again. |[ ]