Upland Chamber of Commerce
Restaurant Compliance Checklist (California)

Prepared to help businesses stay inspection-ready for OSHA, Health Department, and other regulatory agencies.

✅ General Business Requirements

- ☐ Current **Business License** displayed

- ☐ **Seller's Permit** (if applicable)

- ☐ **Health Permit** posted and valid

- ☐ **Food Safety Certification (Food Protection Manager)** current

- ☐ **Food Handler Cards** for all applicable staff

- ☐ **Workers' Compensation Insurance** active

- ☐ **Emergency contact list** posted

🪧 Health & Food Safety (Health Department)

- ☐ Proper **handwashing stations** stocked (soap, paper towels, hot water)

- ☐ Employees practicing **proper hand hygiene**

- ☐ **Food stored at correct temperatures** (cold ≤ 41°F, hot ≥ 135°F)

- ☐ **Thermometers available and calibrated**

- ☐ **No cross-contamination** (raw vs. cooked foods separated)

- ☐ Food properly **labeled and dated**

- ☐ **Sanitizer buckets** properly mixed and available

- ☐ **Dishwashing station** (3-compartment sink or dishwasher) functioning

- ☐ **No signs of pests** (rodents, insects)

- ☐ Floors, walls, and surfaces **clean and maintained**

- ☐ **Grease traps** maintained and serviced

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🦺 Workplace Safety (OSHA / Cal/OSHA)

- ☐ Written **Injury & Illness Prevention Program (IIPP)** in place

- ☐ **Hazard Communication Program** (SDS binder accessible)

- ☐ **Safety Data Sheets (SDS)** available for all chemicals

- ☐ Proper **labeling of chemicals**

- ☐ **Fire extinguishers** serviced and accessible

- ☐ **Fire suppression system** inspected (kitchen hood system)

- ☐ **Emergency exits** clearly marked and unobstructed

- ☐ **First aid kit** fully stocked

- ☐ Employees trained on **workplace safety procedures**

- ☐ **Slip-resistant mats** in wet areas

- ☐ Proper **knife and equipment safety protocols**

⚖️ Labor Law Compliance

- ☐ **Labor law posters** displayed (California required postings)

- ☐ **Minimum wage compliance**

- ☐ **Meal & rest break policies** followed

- ☐ Accurate **timekeeping records**

- ☐ **Overtime rules** followed

- ☐ New hires completed **I-9 and W-4 forms**

- ☐ **Employee handbook/policies** available

♻️ Environmental & Waste Compliance

- ☐ Proper **waste disposal and recycling**

- ☐ **Grease disposal logs** maintained

- ☐ Compliance with **SB 1383 (organic waste recycling)**
- ☐ No illegal dumping or wastewater violations

🚨 Emergency Preparedness

- ☐ **Emergency Action Plan** in place
- ☐ Staff trained for **fire, earthquake, and evacuation procedures**
- ☐ **Emergency numbers posted**
- ☐ Backup **power or contingency plans** (if applicable)

🍽️ ADA & Customer Safety

- ☐ **ADA-compliant access** (entryways, restrooms if applicable)
- ☐ Clear **walkways and exits**
- ☐ Proper **lighting inside and outside**
- ☐ Safe seating and dining areas

📝 Documentation & Records

- ☐ Inspection logs (health, fire, safety)
- ☐ Pest control service records
- ☐ Equipment maintenance logs
- ☐ Employee training records
- ☐ Incident/accident reports documented

💡 Final Pre-Inspection Quick Check

- ☐ Facility is clean, organized, and free of hazards
- ☐ All permits and certificates are visible

- ☐ Staff aware of procedures and ready to answer questions

- ☐ Manager or person-in-charge present

Disclaimer

This checklist is provided by the Upland Chamber of Commerce as a general guide. Requirements may vary based on local, state, and federal regulations. Businesses are encouraged to consult with appropriate regulatory agencies or legal counsel for full compliance.