Cooling Log

Instructions: The total cooling process may not exceed 6 hours. Potentially hazardous foods must be cooled from 135 °F to 70 °F within 2 hours. These food items must then be chilled from 70 °F to 41 °F or below within 4 hours. Record temperatures every hour during the cooling cycle. Record corrective actions, if applicable. The food service manager will verify that food service employees are cooling food properly by visually monitoring foodservice employees during the shift and reviewing, initialing, and dating this log each working day. Maintain this log for a minimum of one year.

Date	Food Item	Time / Temp	Time / Temp	Time / Temp	Time / Temp	Time / Temp	Time / Temp	Corrective Actions Taken	Initials	Verified By/ Date