Food production record template

Business name: _____ **Location (premises, vehicle):** _____ **Year, month:** _____

Core temperature limit (from HACCP plan, °C): _____ **Thermometer no.:** _____

Write each batch when it is made. Give it a batch code and put the same code on its label. List the lot numbers of the main ingredients and the allergens the batch contains. Probe cooked food in the thickest part and set the use-by date from your HACCP plan. Keep planned and made quantities apart so you can compare them with sales and waste.

Date	Product, recipe	Batch code	Planned (portions, kg)	Made (portions, kg)	Ingredient lot numbers	Allergens	Cooked at (time)	Core °C	OK (Y/N)	Use-by date	Left over	Made by (name, signature)