

2hr / 4hr Time Monitoring Record

Business Name:

Temperature Control

- Maintain potentially hazardous food at a temperature of 5°C or below, or, 60°C and above. However, if food is kept between 5°C and 60°C, the duration of this time must be monitored and recorded. It is important to remember that when using the 2hr / 4hr guidelines, time periods are cumulative – ie. each time period that food is kept between 5°C and 60°C has to be added up to reach a total time and limits below cannot be exceeded prior to the consumption of the food item otherwise it may be biologically unsafe to eat.

Corrective Actions

- Potentially hazardous food that has been kept between 5°C and 60°C for less than two hours **must** be refrigerated or used immediately.
- Potentially hazardous food that has been kept between 5°C and 60°C for longer than two hours - but less than four hours - **must** be used immediately.
- Potentially hazardous food that has been kept between 5°C and 60°C for longer than four hours **MUST** be thrown out.

Food Item being Handled / prepared	Date	Start Time – food taken out of Fridge	Activity you are conducting with the food (ie. preparation, display, etc)	End Time - when you placed food back in	Total time in the TDZ	Corrective Action	Staff Initials