

Temperature Control Record — HACCP

Monthly record sheet for one unit (fridge, freezer, display case, storage, hot holding)

Business	Unit / monitoring point	Month and year
Required range: from _____ °C to _____ °C	Instrument (type, ID no.)	Calibrated until

Day	1st check			2nd check			Out of range? Corrective action / notes
	Time	Temp. °C	Initials	Time	Temp. °C	Initials	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
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18							
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21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							

- Write values down immediately after reading, never afterwards. Every day, including weekends and holidays.
- On a breach, record what happened to the stock and what you did (moved, serviced, discarded) and who decided.
- Typical limits: fridges up to +5 °C · freezers −18 °C and below · hot holding above +60 °C. Keep sheets for at least 1–2 years.

Reviewed by (manager): _____ Date: _____ Signature: _____

How to use this sheet

1. One sheet = one unit and one month. Print a separate sheet for every fridge, freezer, display case or storage room and keep it next to the unit.
2. Fill in the header: business name, unit, month, the required range from your HACCP plan and the instrument used, including the date its calibration is valid until.
3. Check at least twice a day (in the morning at opening and in the evening before closing), more often for sensitive stock. Write the value, time and initials right after reading.
4. If a value is out of range, write the corrective action in the last column: what happened to the stock (moved, discarded), what was done with the unit (service) and who decided. This is the first thing an inspector looks for.
5. The manager reviews and signs the sheet once a month. Keep completed sheets for at least 1–2 years (we recommend 5).

What inspectors look for in the records

- Completeness — no gaps in days, including weekends and holidays.
- Truthfulness — not a whole week in one pen with the same round numbers.
- A limit for every monitoring point, so it is clear whether a value complies.
- A corrective action for every breach.
- A trustworthy instrument — a thermometer or probe with a calibration you can point to.

Legal basis: Regulation (EC) No 853/2004 on the hygiene of foodstuffs requires records appropriate to the nature and size of the business; it does not prescribe the form (paper or electronic).

Tired of filling this in?

TempeStorm measures and records by itself, continuously 24/7. On a breach it sends an alarm to your phone and creates the HACCP protocol for an inspection in one click. Every probe arrives with an accredited calibration certificate included. Configure the price for your business at tempestorm.sk/en/cennik.