

Checklist for retail sale facilities*

This checklist is developed by Sanitary Service of the Republic of Tajikistan, in compliance with the Inspection Law # 194, for sanitary inspection of retail traders. The checklist is designed to cover small food selling points like: kiosks, rowing sellers (portable stalls). With the new inspection rules, these retail traders are notified about inspection three days in advance giving the business time to prepare for inspection using a copy of the checklist. On the day of inspection the checklist is filled out (tick boxes) and relative decision is issued to be imposed to the business.

Ministry of Health of Republic of Tajikistan
 Republican Center for State Sanitation and Epidemiological Surveillance
 (with the right of service)
 Checklist for retail sale facilities*

<i>Questions covered during inspection</i>	<i>Inspector's mark</i>			
	<i>Yes</i>	<i>No</i>	<i>N/A</i>	<i>Comments</i>
1 AVAILABILITY OF REQUIRED DOCUMENTS				
1.1. There is proper permit of Department for State Sanitary and Epidemiological Supervision for the activity of facility				
1.2. There is manufacturer quality certificate certifying quality and safety of production for consumer				
2 REQUIREMENTS FOR DELIVERY OF FOOD PRODUCTS				
2.1. Hot end products (patty, hamburger etc.) are sold from isothermic or warmed vessels				
2.2. Refrigerated products (ice cream, frozen products, fruit, berries etc.) are sold from isothermic or refrigerated vessels				
2.3. Perishable food products are sold from refrigerating equipment				
2.4. Un-prepacked products are sold to clients in paper towels or packs				
2.5. While selling products from baskets, trays etc., foldable stands are used, i.e. baskets (products) are not placed on the ground				
2.6. Beverage slot machines are equipped with glass washers				
2.6.1. Glass washer provides simultaneous washing of glasses from inside and outside, water supply is pressured				
3 REQUIREMENTS FOR ACCEPTANCE OF FOOD PRODUCTS				
3.1. There are no following food products at the facility:				
a) meat and by-products from all kinds of farm livestock, without stamp or veterinary certificate;				
b) fish, farmed poultry, undrawn poultry without veterinary certificate;				
c) eggs with soiled shell, duck and goose-eggs;				
d) canned food with seal failure, bloated can, "springer swell", cans with rust, distorted, unlabelled;				
e) grits, flour, dried fruit and other products infected by storage pests;				

f) vegetables and fruit with moldiness and signs of spoiling;				
g) poisonous fungus, uncultivated edible, wormy, pressed mushroom;				
h) expired food products				
4 PRODUCTS SALESMAN				
4.1. While selling, salesman uses pliers, shovel, blade etc.				
4.2. Salesman wears clean standard sanitary clothes, has special headwear				
4.3. Salesman washes hands after every break and, as needed, wipes hands using wet single-use towels				
4.4. Salesman has his medical records with him				
4.5. Salesman has sanitary journal with him (only for immovable facilities)				
5 REQUIREMENTS FOR EQUIPMENT, INVENTORY AND DISHWARE				
5.1. At the end of work day, mobile and movable equipment undergoes sanitation				
5.2. At the end of shift, all inventory is washed using detergents and disinfectants, and dried				
6 REQUIREMENTS FOR STORING FOOD PRODUCTS AT IMMOVABLE FACILITIES				
6.1. At facilities, products are kept in the following order:				
a) in containers of manufacturer or, if needed, are displaced into clean containers marked according to product type				
b) according to adopted classification of production types: dry (flour, sugar, grits, pasta and other); bread; meat, fish, milk-fat, gastronomic, vegetables and fruit				
c) sour cream, curd – are kept in containers with lids. Spoons and blades are not kept in containers together with sour cream and curd				
d) dairy butter – is kept in factory containers or bars rolled in parchment, in trays, melted butter – is kept in manufacturer container				
e) big cheeses – kept without container on clean shelves. While placing cheeses one upon another, cardboard or plywood is placed between them.				
f) ready meat foods (wurst, ham, sausage, wiener) – are kept in supplier containers or in tote-boxes				
g) eggs– are kept at temperature not above 20°C and relative humidity of 65-70%. When purchasing eggs for long term use (more than two weeks), they are kept in refrigerator.				
h) grits and flour – are kept in sacks on shelves at distance above floor level of not less than 15 cm				
i) tea and coffee – are kept on shelves				
j) rye and wheat bread are stored separately. Doors of closets for bread have holes for ventilation. Closets for storing bread are wiped once a week with 1% solution of acetic acid				
k) frozen vegetables, fruit, berries – are stored in supplier containers in deep freeze cabinets				
6.2. There is specially allocated place for storing empty containers				
6.3. There is storage room for a daytime product stock				
7 COMPLYING WITH HYGIENIC REQUIREMENTS				
7.1. There is wash-basin, soap, towel, or other means for washing hands are				

provided (moist single-use towels).				
7.2. There is bucket with lid for collecting garbage and wastes				
7.3. A closet is installed, or place is allocated, for keeping personal items of salesmen.				
7.4. Daily cleaning is done, applying detergents and disinfectants				
7.5. Major cleaning and disinfection of premises are carried out not less than once a month (based on schedule)				
7.6. There are no insects and gnawing animals inside				

* Retail sale facilities – trade facilities performing sale of food products in limited range. They may be immovable (tent, booth, commercial van, pavilion) and mobile (trolley, basket, tray, shop car, trailer, liquid tank and tank for selling beer, kvas, milk, slot machines for selling beverages).

Interpretation of terms used in the checklist

- 1 "YES" - yes, exists, conforms, satisfactory
- 2 "NO" - no, doesn't exist, doesn't conform, unsatisfactory
- 3 "N/A" - not required/not foreseen

This checklist is compiled based on the following:

- 1. Sanitary rules and regulations "Sanitation and epidemiological requirements for retail sale facilities"