PRODUCTS RECEIVED

CONDITION AND TEMPERATURE REPORT

Date	Time	Supplier	Product/Order Number	Condition of Order	Temp °C	Signature/ Initial

✓ Indicates products in good condition

Cold foods to be delivered at or below 5°C

Frozen foods should be completely frozen (not partially thawed)

Hot foods should be at or above 60°C

Should the product NOT meet the temperature requirement - note below what action was taken (eg. products rejected, supplier contacted and advised of temperature defect)

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