Fridge, freezer and coolroom temperature log

Record storage checks, spot trends and document what happened when a reading was outside your site's limits.

1. Identify each unit and set its approved operating range, check frequency and escalation contact before using the log.

2. Record the date, time, equipment ID and measurement method. Identify air, display or food-probe readings explicitly; an equipment reading does not establish the temperature of every food item.

3. Record the reading in Celsius and compare it with the applicable site limit. Investigate deviations, assess affected product and link any corrective action record.

4. Have the nominated reviewer check the record at your agreed frequency. Retain records according to your business and regulatory requirements.

FSANZ guidance generally calls for potentially hazardous food to be held at 5°C or colder or 60°C or hotter, unless a safe alternative is demonstrated. These are food-temperature controls, not a universal equipment setpoint. Set freezer targets to the product specification and your plan; do not treat -18°C as a universal statutory limit.

Adapt these supporting records to your products, processes and approved food safety plan. They are not HACCP certification or a complete site-specific food safety program. Establish and validate limits with a competent person before use. Examples are fictional and are not prescribed limits.

Sources checked 18 September 2026

FSANZ: keeping food at the right temperature

NSW Food Authority: showing food is safe

Storage checks

Use one row per scheduled equipment or food check. Put the site's approved limit in the limit column.

Business / site: _____ Record period: _____ Responsible person: _____

Site setup / approved procedure / limits / frequency / escalation contact: _____

Date and time	Unit / product / batch	Method / probe ID	Reading °C	Site limit °C	Action / record reference	Initials / reviewer

Review date / time: _____ Reviewed by: _____ Follow-up / linked action: _____

Worked example - Storage checks

Use one row per scheduled equipment or food check. Put the site's approved limit in the limit column.

Fictional example only. Replace with your own approved process and actual observations.

Site setup / approved procedure / limits / frequency / escalation contact: _____

Date and time	Unit / product / batch	Method / probe ID	Reading °C	Site limit °C	Action / record reference	Initials / reviewer
18/09/2026 07:00	Coolroom CR1 / air	Logger L12	3.2	Site range 0 to 5	Within site range; no action	AS / JT

Review date / time: _____ Reviewed by: _____ Follow-up / linked action: _____

Reading this example

The example illustrates how to identify a record, document observations and retain a decision or follow-up. Pending work stays pending; a completed row is not itself evidence that a process is safe.

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