



# Daily Pre-Operations Checklist

## 215 N. Pierce St., Lafayette

	YES	NO
<b>Warehouse Exterior</b>		
Is the exterior free of debris?		
Is the exterior free from visible damage?		
Is signage free from damage?		
Are all lights in proper working order?		
<b>Warehouse Interior</b>		
Are floors clean and clear of debris?		
Is the white sanitary strip around perimeter clear?		
Are all lights in proper working order?		
Are all door openings clear and accessible?		
<b>Items Stored</b>		
Are all items on a clean dry pallet with slip sheet?		
Are all pallets in the correct location?		
Are pallets containing allergens labeled?		
Are allergens stored in the correct location?		
<b>Other</b>		
Did you find something not on this list that needs addressing? If yes, list below. Report to QA/Management if assistance is needed.		
<b>Corrective Actions</b>		
Are Corrective Actions Needed (if yes, please list below)		
<b>Name:</b>	<b>Date:</b>	<b>Time</b>
		AM / PM