



..... WAREHOUSE
 SANITARY & SCREENING BEST PRACTICE
 WEEKLY PATROL CHECKLIST



As of the weekMonth.....2021 Evaluated Date :Time.....

Evaluation Result
 Average Grade / Received grade Passed Failed

Audit Checklist	Grade				Average Grade
	1	2	3	4	

Part A : Personal Sanitary Screening Systems

1. Temperature checking system of staff before performing duty					} Part A Average Grade
2. Outsider Screening System such as Driver - Labor Temperature Checking					
3. Timeline Record Giving System for the past week					
4. Staff wears company uniform to identify themselves					
5. Traceability System (Traceability) In - Out of outsider at warehouse includes company staff and visitor					

Part B : Building Site Sanitary

1. Spray disinfectants inside the office and warehouse at least once a week					} Part B Average Grade
2. Staffs must wear face mask at all time while operating in warehouse					
3. There is alcohol gel service in the warehouse area (Alcohol Point)					
4. Clean warehouse area - office - equipments with alcohol gel at least twice per day					
5. There is Pest Control system at least once a month					

Part C : Sanitary Storage

1. Do not deposit - store goods that are dangerous, toxic, flammable, etc.					} Part C Average Grade
2. Reduce contamination, do not place products in contact with the floor directly (Placed on Pallet only)					
3. Do not store drug or illegal precursor products.					
4. No deposit of agriculture products such as logs, slats, which may contain insects, ants, weevils, termites, worms or contaminants affecting to sanitation					
5. Do not store odors, vapors, debris or perishable products that affect the Health and Environment within the warehouse					

Total Average Grade	
----------------------------	--

Auditor _____ **Date** ___/___/_____
Verified by _____ **Date** ___/___/_____