



GRAYS HARBOR COUNTY  
DEPARTMENT OF PUBLIC SERVICES  
ENVIRONMENTAL HEALTH DIVISION

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Website QR Code



## Pre-operational Inspection Checklist

Ensure the following are completed prior to scheduling your pre-operational inspection. Refer to “Building & Remodeling Information” on our website for additional requirements.

- Permit fee submitted in the form of cash, check, or money order.
- Establishment is clean and all construction materials and/or tools have been removed from the establishment.
- All equipment is in place and functioning.
- Equipment installed are represented on the floor plan that was submitted for review. *Any changes to the floor plan must have prior approval by the Environmental Health Division.*
- For new and remodeled establishments:** Exposed water pipes, sewer lines, and/or electrical conduit running along walls, ceilings or floors is not approvable. All plumbing and electrical conduit are installed within or behind walls and ceilings or below floors.
- All exterior and restroom doors are self-closing or provided with some other means to keep insects and rodents out.
- Ventilation System – Installed according to uniform fire, mechanical, and building codes and approved by the applicable Local or County Building Department and/or Fire Marshal.
- Plumbing – Installed and approved by the Local or County Building Department.
  - Water under pressure is supplied to all fixtures and equipment requiring water.
  - All equipment in which food, equipment or utensils are placed, are not directly connected to the sanitary sewer drainage system. Equipment examples include ice machines, ice bins, espresso machines, walk-in coolers/freezers, three-compartment sink, food preparation sink, and any other unit used to dispense food.
  - Vacuum breakers are provided for submerged/enclosed outlets, hose connections, dishwashing machines, rinse lines, etc. Vacuum breakers are located a minimum of six inches above the overflow rim and after the last valve on equipment. Approved backflow prevention devices are installed on all continuous pressure lines except hoses that are permanently mounted to hang a minimum of one inch above the overflow rim at rest.
- Handwashing facilities – Each handwashing sink or group of two adjacent handwashing sinks is provided with hot water of at least 100°F, a supply of soap, disposable paper towels (or heated-air hand-drying device), a waste receptacle, and signage.
- Restrooms – Meet local planning and building codes.
  - Public restrooms are available if the establishment offers customer seating. Restroom facilities must be available to patrons without passing through a food preparation, warewashing or food storage area.
  - Sanitary napkin receptacles are provided in female restrooms and in common employee restrooms. A covered trash receptacle is acceptable.
- Lighting – Protective shielding or shatterproof bulbs are installed for all light fixtures in food preparation, refrigerators, freezers, walk-in units, warewashing, and other areas where food is stored or displayed.
- Equipment:
  - All hot and cold holding and/or storage units are provided with accurate, numerically scaled thermometers.
  - Equipment placed on tables or counter tops are either readily movable, sealed to the counter surface or mounted on legs or feet at least four inches high to facilitate easy cleaning.
  - Drain boards, utensil racks or tables large enough to accommodate all soiled and cleaned items are provided. Wall mounted or other approved shelving may be substituted for drain boards.
- Chemicals – All chemicals including cleaning chemicals and sanitizers, are stored separate from food and utensils. Insecticides and rodenticides are stored separately (preferably in a locked cabinet).