✓ ChecklistGuro

Temperature and Humidity Monitoring (Cold Storage) Checklist

Equipment & Sensor Calibration

Ensures accuracy and reliability of monitoring equipment.

Last Calibration Date (Temperature Sensor)

Enter date...

Last Calibration Date (Humidity Sensor)

Enter date...

Temperature Sensor Accuracy (±)

Enter a number...

Humidity Sensor Accuracy (±%)

Enter a number...

Calibration Method Used

☐ Manufacturer's Recommended

☐ Third-Party Calibration Lab

☐ In-House Calibration

Calibration Procedure Details

Write something...

Calibration Certificates (Upload)

⬆ Upload File

Sensor Placement Verified?

☐ Yes
☐ No

Data Logging & Reporting

Covers data acquisition, storage, and reporting procedures.

Sampling Frequency (minutes)

Enter a number...

Data Logging Method

☐ Manual Spreadsheet
☐ Cloud-Based System
☐ On-Site Server

Last Data Log Review Date

Enter date...

Summary of Data Log Review Findings (if applicable)

Write something...

Example Data Log File (if applicable)

⬆ Upload File

Reporting Format

☐ PDF
☐ CSV
☐ Excel

Reporting Frequency (days)

Enter a number...

Alarm & Alerting System

Focuses on the detection and response to temperature and humidity excursions.

High Temperature Alarm Set Point (°C)

Enter a number...

Low Temperature Alarm Set Point (°C)

Enter a number...

High Humidity Alarm Set Point (%)

Enter a number...

Low Humidity Alarm Set Point (%)

Enter a number...

Alarm Notification Method(s)

☐ Email

☐ SMS

☐ On-site Visual/Audible Alarm

☐ Automated Phone Call

Last Alarm Test Time

Description of Alarm Event (if applicable)

Write something...

Alarm Acknowledgment Procedure

☐ Automated

☐ Manual (requiring signature)

Date of Last Alarm System Review

Enter date...

Cold Storage Environment & Procedures

Addresses the cold storage facility itself and related operational practices.

Cold Storage Door Open Time (Average per day)

Enter a number...

Number of Times Cold Storage Doors Opened Daily

Enter a number...

Cold Storage Insulation Condition

- [ ] Excellent
- [ ] Good
- [ ] Fair
- [ ] Poor

Description of Any Observed Issues with Cold Storage Environment (e.g., drafts, ice buildup)

Write something...

Ventilation System Status

- [ ] Operating Normally
- [ ] Needs Maintenance
- [ ] Malfunctioning

Products Stored in the Cold Storage (Selection)

- ☐ Perishable Foods
- ☐ Pharmaceuticals
- ☐ Frozen Goods
- ☐ Flowers
- ☐ Other

Date of Last Cold Storage Deep Clean

Enter date...

Documentation & Record Keeping

Focuses on maintaining records for compliance and analysis.

Date of Last Record Review

Enter date...

Review Frequency (Days)

Enter a number...

Summary of Record Review Findings

Write something...

Corrective Actions Required?

☐ Yes

☐ No

Details of Corrective Actions Taken (if applicable)

Write something...

Attach Calibration Certificates

⬆ Upload File

Date of Next Calibration

Enter date...

Version Number of Monitoring Software/System

Write something...

Record Retention Policy Complied With?

☐ Yes

☐ No