

INSTRUCTIONS: Whenever program staff/volunteers are on site, at least weekly, record the temperature of the refrigerator as indicated by the thermometer inside on the shelf and/or the reading from the digital infrared device. The temperature should be **below 0° degrees F**. If there is a slight variance, please recheck after 10 minutes. If there is one, adjust the thermostat in the unit up/down and recheck the temperature in an hour. If the temperature continues to be out of acceptable range, please move items to another refrigerator and repair or replace the unit.

Month \_\_\_\_\_ Unit Name or No. \_\_\_\_\_

Day of Month	Temperature	Recorded by (initials)	Notes or action taken
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