The cooling process can take no longer than 6 hours: the first 2 hours to cool the food from 135°F to 70°F and 4 additional hours to cool the food from 70°F to 41°F or below. If a food does not reach 70°F within 2 hours the food must be reheated to 165°F and cooled again or discarded.

Approved cooling methods include:

- Using shallow pans 2 inches or less
- Separating food into smaller portions
- Using rapid cooling equipment such as blast chiller
- Ice bath with ice wand
- Add ice as an ingredient.
- Do not cover food while it is cooling.
- Never cool food at room temperature

Instructions: Record temperatures every hour during the cooling process. A manager will verify that foods have been cooled properly.

<table>
<thead>
<tr>
<th>Date</th>
<th>Food Item</th>
<th>Initial Temp</th>
<th>Time/Temp</th>
<th>Time/Temp</th>
<th>Time/Temp</th>
<th>Time/Temp</th>
<th>Corrective Actions Taken</th>
<th>Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/2</td>
<td>Spaghetti Noodles</td>
<td>180</td>
<td>11:30</td>
<td>12:30</td>
<td>1:30</td>
<td>2:30</td>
<td>3:30</td>
<td>4:30</td>
</tr>
</tbody>
</table>