

## Kitchen - Day Shift - Opening Checklist Daily Operating Procedures (DOP)

As you complete each task, enter your initials in the box to the right of that task. Actually initial the field; do not put line swipes or ditto marks. The manager or line supervisor will verify that the tasks were completed for each shift. Every Sunday night the manager will print out and hang new DOPs for the new week. Old DOPs will be given to the GM for review and/or filed in the manager's binder for tracking purposes.

Kitchen Day Shift (DOP) Duties	Mon	Tu	Wed	Thu	Fri	Sat	Sun
Turn on hood fans and lights at the start of the shift.							
Place clean mats on floor.							
When turning on any equipment – stagger them. Example: Turn on one fryer until sales increase and require a 2nd fryer.							
Set the left side of the grill at 275°F for eggs. Set the right side of the grill at 350°F for home fries, meats, French toast and pancake							
Set up sanitation buckets for the entire line area with clean towels in them. Make sure you have the correct amount of sanitation liquid in them. Use hand strips.							
Make sure you have the correct measuring utensils set up. Example: Scoz ladle for scrambled egg mix. Spatulas, grill scrapers, etc.							
Set-up ice baths for any products sitting at room temperature, such as egg mix, scrambled eggs, French toast mix and pancake mix.							
30 minutes before the peak time meal period use the line stock checking to ensure that you are fully stocked.							
Prepare for the lunch change over.							
Remember cook less more often; reduce food waste.							
Create a lunch or dinner special by utilizing items that are about to expire.							
Clean as you go throughout the shift							
Do not tear open breads as this will cause the bread to go stale. Undo ties.							
Finish all prep work. Does this person need help?							
Complete all assigned cleaning tasks.							
When restocking the refrigerator and freezer units always check to make sure there are date dots on all food items, and that there is no expired food.							
Clean all refrigerator and freezer units inside, outside and on the sides.							
Do frequent floor sweeps by moving mats and sweeping under them.							
Turn the kitchen over to the pm shift in good condition for business.							
Change the sanitation water.							
Check out with a manager before clocking out.							
<b>Manager Sign Off</b>							

# Operational Kitchen Checklist

**Coopers & Lybrand**



## **Operational Kitchen Checklist:**

*Kitchen Operations* Graham Dark, Deirdre McLean, Sarah Weatherhead, 2015-05-20 Kitchen Operations 2nd edition covers the essential skills knowledge and key competencies required by students studying Certificate II Hospitality Kitchen Operations This text is a comprehensive resource addressing the basic methods of cookery and food presentation as well as workplace health security hygiene and safety Plus there is a chapter to address the growing area of food preparation according to dietary and cultural needs *Professional Management of Housekeeping Operations* Thomas J. A.

Jones, 2007-10-26 Now in its fifth edition Professional Management of Housekeeping Operations is the essential practical introduction to the field a complete course ranging from key principles of management to budgeting from staff scheduling to cleaning With expanded attention to leadership and training budgeting and cost control and the increasingly vital responsibility for environmentally safe cleaning the latest edition of this industry standard also includes new case studies that help readers grasp concepts in a real world setting Instructor s Manual Test Bank in both Word and Respondus formats Photographs from the text and PowerPoint Slides are available for download at [www.wiley.com/college](http://www.wiley.com/college)

**Food and Nutrition Information and Educational Materials Center catalog** Food and Nutrition Information Center (U.S.), 1976

**Hospitality Management, Strategy and Operations** Lynn Van der Wagen, Anne Goonetilleke, 2015-05-20 Hospitality Management 3e covers the core competency units in SIT07 Tourism Hospitality and Events Training Package for the Diploma and Advanced Diploma in Hospitality Management It provides the foundation knowledge needed for the role of a hospitality manager The 3rd edition continues to combine theory with a skills building approach to explain the key principles of hospitality management at a supervisory line management and senior management level The text helps students develop the professional skills necessary to ensure quality products and services in all hospitality operations **Catalog. Supplement -**

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**HACCP and Sanitation in Restaurants and Food Service Operations** Lora Arduser, Douglas Robert Brown, 2005 This book is based on the FDA Food Code and will teach the food service manager and employees every aspect of food safety HACCP proper cleaning and sanitizing waste and pest management and the basic principles of HACCP Hazard Analysis Critical Control Points Explain what safe food is and how to provide it Bacteria viruses fungi and parasites various food borne illnesses safe food handling techniques Purchasing and receiving food storage preparation and serving sanitary equipment and facilities cleaning and

sanitizing of equipment and facilities pest management program accident prevention program crisis management food safety and sanitation laws The companion CD ROM contains all the forms and posters needed to establish your HACCP and food safety program The companion CD ROM is included with the print version of this book however is not available for download with the electronic version It may be obtained separately by contacting Atlantic Publishing Group at sales atlantic pub com Atlantic Publishing is a small independent publishing company based in Ocala Florida Founded over twenty years ago in the company president s garage Atlantic Publishing has grown to become a renowned resource for non fiction books Today over 450 titles are in print covering subjects such as small business healthy living management finance careers and real estate Atlantic Publishing prides itself on producing award winning high quality manuals that give readers up to date pertinent information real world examples and case studies with expert advice Every book has resources contact information and web sites of the products or companies discussed

Kitchen Cleaning Checklist Black Publications,2021-05-16 Kitchen hygiene is essential for any commercial kitchen or organization it s vital to keep a record and able to supervise your kitchen on a daily basis This book is perfect to log kitchen cleaning schedule and checklist It helps you record and keep track of Daily cleaning checklists for all common aspects and equipment of running a commercial kitchen Checklist for cleaning and maintaining all essential work areas and operations in a commercial kitchen This kitchen log book serves as an excellent guide and aids in the creation of statistical reports to monitor hygiene and cleaning activity It also allows in maintaining the record and kept at one place in an organized manner It helps to reduce the potential spread of harmful bacteria maintain health and safety standards and produce food inspection reports This Kitchen Cleaning Logbook is perfect for catering hotels restaurants offices commercial kitchen pubs schools cafes or any place where food is prepared on the premises It includes Dimensions 8 5 x 11 21 59 x 27 94 cm Pages 108 Cover Finish Matt Paper Color White

*Operations and Process Management* Nigel Slack,Alistair Brandon-Jones,2018-02-13 Written by best selling authors in their field the fifth edition of Operations and Process Management inspires a critical and applied mastery of the core principles and process which are fundamental to successfully managing business operations Approaching the subject from a managerial perspective this innovative text provides clear and concise coverage of the nature principles and practice of operations and process management

*Food Protection Trends* ,2005

**161 More Checklists : Decision Making in International Operations** Business International Corporation,1985

**Food Management : a Catalog of Performance Objectives** Florida State University. Career Education Center,1976

**The Anatomy of Foodservice Design** Jule Wilkinson,1978

*How to Write an Operations Manual* Institute of Real Estate Management,1978

**Building Contractor's Checklists and Forms** Sidney M. Levy,2005 This comprehensive checklist and forms book will improve building contractors on site business management techniques and organizational skills

**Nursing Home Organization and Operation** Dulcy B. Miller,Jane T. Barry,1984

Kitchen Planning ,1970

**Analysis and Evaluation of Selected Government Printing Office Operations** Coopers

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## **Table of Contents Operational Kitchen Checklist**

1. Understanding the eBook Operational Kitchen Checklist
  - The Rise of Digital Reading Operational Kitchen Checklist
  - Advantages of eBooks Over Traditional Books
2. Identifying Operational Kitchen Checklist
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Operational Kitchen Checklist
  - User-Friendly Interface
4. Exploring eBook Recommendations from Operational Kitchen Checklist

- Personalized Recommendations
- Operational Kitchen Checklist User Reviews and Ratings
- Operational Kitchen Checklist and Bestseller Lists
- 5. Accessing Operational Kitchen Checklist Free and Paid eBooks
  - Operational Kitchen Checklist Public Domain eBooks
  - Operational Kitchen Checklist eBook Subscription Services
  - Operational Kitchen Checklist Budget-Friendly Options
- 6. Navigating Operational Kitchen Checklist eBook Formats
  - ePub, PDF, MOBI, and More
  - Operational Kitchen Checklist Compatibility with Devices
  - Operational Kitchen Checklist Enhanced eBook Features
- 7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Operational Kitchen Checklist
  - Highlighting and Note-Taking Operational Kitchen Checklist
  - Interactive Elements Operational Kitchen Checklist
- 8. Staying Engaged with Operational Kitchen Checklist
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Operational Kitchen Checklist
- 9. Balancing eBooks and Physical Books Operational Kitchen Checklist
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Operational Kitchen Checklist
- 10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
- 11. Cultivating a Reading Routine Operational Kitchen Checklist
  - Setting Reading Goals Operational Kitchen Checklist
  - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Operational Kitchen Checklist

- Fact-Checking eBook Content of Operational Kitchen Checklist
- Distinguishing Credible Sources

### 13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

### 14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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