

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 the 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 office for tracking purposes.

Kitchen Day Shift (DOP) Duties	Mon	Tue	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, pancakes.							
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 1" strips.							
Make sure you have the correct measuring utensils set up.							
Example: See ladle for scrambled egg mix. Spatulas, grill scraper, to, 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 time 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 bread as this will cause the bread to go stale. Undo ties.							
Finish all prep work. Does the personnel need help?							
Complete all initial 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.							
Manager Sign Off							

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, safety, 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

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.

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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

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