

Confectionary Closing

Week: _____

Site: _____

India

Area	S. No.	Activity	Fri	Sat	Sun	Mon	Tue	Wed	Thu
Supervision	1	Turn Off the Kettles, Bun Warmers, Griller, Nachos Wm							
	2	Cleaning and Sanitization Material Available							
	3	Enter in Log Book any equipment / machine requiring maintenance							
Coke Machine	4	Remove the nozzle from Syrup Canisters/BiBs							
	5	All nozzles should be dipped in a bucket of Water							
	6	All Canister Should be placed and stacked properly							
	7	Emptied Canisters back In stores area							
	8	Cleaning and Scrubbing of Superchiller Stand							
	9	Ice Bins/ Containers needs to be emptied and cleaned							
	10	Ice Scooper cleaned							
	11	Cobra Tower Nozzles removed and cleaned/ Dipped in water							
	12	Flush the drain line with hot water							
	13	Drip Tray Cleaned							
	Bun Warmer and Franfurter Griller	14	Dispose Bun and Frankfurter at EOD						
15		Bun warmers cleaned and dried up							
16		Griller Degreased,Cleaned and Dried Up							
Nachos warmers	17	Store Left over Nachos							
	18	Store Cheese dip							
	19	Nachos warmers cleaned							
Popcorn Machine	20	Cheesy Dip Dispenser and Pump Cleaned Properly							
	21	Left Over Pop Corns kept in a airtight container- separately- flavor wise							
	22	Seasoning Pans and Spoons Washed and Dried Up							
	23	Raw Corn Containers Cleaned and Dried Up							
	24	Raw/ Pre-Portioned Corn Stored in the Corn drawer in the Popper cabinet							
	25	Oil Containers Cleaned and Dried Up							
	26	Kettle Degreased with Ecolab Degreaser							
	27	Kettle top and glasses are cleaned properly							
	28	Filter							
	29	All the drawers should be cleaned and stacked properly							
Condiment Station	30	Condiment Station emptied and dried up							
	31	All sauces shifted in plastic containers and stacked in refrigerators							
	32	All veg and sauce containers cleaned and stacked							
	33	All sauce pumps cleaned and stacked							
	34	Counter Top Cleaned and Sanitized properly							
Caddy Trays Refrigerators Dustbins	35	Clean and Stack Caddy Trays							
	36	Clean refrigerator door and outer surface							
Utensils	37	Dustbins are cleaned and stacked properly							
	38	Tubs used for cleaning the Kettles are cleaned and stacked							
	39	All utensils washed and stacked properly							
	40	All back area table top cleaned properly							
	41	Glass dispensers and lid container cleaned properly							
Inventory and Cash Closing	42	All wastages entered in System							
	43	Inventory Done and Checked							
	44	Cash Close and							
	45	Final Check with all machines and Lights and LCD Panels switched off							
HK	46	Floor Cleaned and scrubbed							
	47	Cleaning Equipment							
Security	48	Keys Handed Over To Security							