**SFSMS Kitchen Walk Through 18.08JK**

**Date and Time: Friday, 8th August 15:45**

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| ***Auditors:*** | | |
| **Executive Chef √** | **HM/GM** | **Purchasing Manager** |
| **DOFB** | **Chief Steward √** | **DOE** |
| **Training Manager/HR** | **F&B Administrator √** |  |

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| **FINDINGS & OBSERVATIONS** | **ACTION PLAN/RECOMMENDATION** | **RESPONSIBLE** | **TARGET DATE** | **REMARKS** | |
| ***IRD*** | | | | | |
| Fridge #14 IRD fruit plate not labelled |  | IRD – Danilo/Maloj on duty | 11/08 asap | **Done AC** |
| ***L34 kitchen*** | | | | | |
| Freezer #54 to be cleaned and organized – also items not labeled |  | Simon/Andrea | 11/08 asap |  |
| Chiller #12 in dirty condition and improper labelling |  | Simon/Andrea | 11/08 asap |  |
| Breakfast dry storage to be cleaned and organized |  | Simon/Andrea | 12/08 |  |
| Blast chiller #24 products to be labelled (as now used for storage) |  | Christophe/EK | 11/08 asap | **Done**  **C.T / EK** |
| Burrow Market chillers #18 and #19 are in dirty condition, labelling to be checked |  | Christophe/  Chanduruu | 11/08 asap | **Done**  **C.T** |
| Chillers hot kitchen L34 to check for proper labelling | photo 1.JPG | Christophe/EK | 11/08 asap | **Done**  **C.T / EK** |
| General dry store L34 to be organized |  | Christophe/EK | 12/08 | **Done**  **C.T / EK** |
| Chiller #29 very messy – to be organized |  | Christophe/EK | 12/08 | **Done**  **C.T / EK** |
| Chiller #32 out of order – update required |  | Sean | Week starting 11/08 |  |
| Organize dumb waiter lift area | C:\Users\JENNY~1.VAN\AppData\Local\Temp\notes610A37\~b848051.TMP | Pawel/Zsombor |  | **Done - ongoing**  **PP/ZS** |
| ***L34 Bar dispense area*** | | | | | |
| Cut fruits had been out since the morning, check general cleanliness and labelling | photo 2.JPG | Adam | 11/08 | **Done AH** |
| First Aid box to be mounted to the wall |  | Sean (Jenny in FCS) | Week of 11/08 | **Done ENG** |
| ***L34 Pastry*** | | | | | |
| Floor cleanliness |  | Pawel/Zsombor |  | **PP** |
| Flour containers to be labelled | photo 3.JPG | Nicholas/Ryan | 11/08 asap | **Done N.P** |
| Fridge #44 items not labeled | photo 4.JPG | Nicholas/Ryan | 11/08 asap | **Done N.P** |
| ***L34 Stewarding area*** | | | | | |
| No more using napkins for cleaning! |  | Pawel/Zsombor | 11/08 asap | **Napkins are used only for polishing plates** |
| Come up with schedule for cleaning the ‘rinse tap’ in the stewarding area |  | Pawel/Zsombor | Week of 11/08 | **PP** |
| ***L34 toilets*** | | | | | |
| Men’s room cleanliness – cleaning schedule missing | photo 5.JPG | Valdir | 11/08 asap | **Done HSK** |
| Men’s room to be organized – too many things lying around |  | Pawel | 11/08 asap | **Done**  **PP/ZS** |
| Ladies’ room cleaning schedule missing |  | Valdir | 11/08 asap | **Done HSK** |