

# HIDEAWAY PIZZA.

## Sand Room Shift Change

- After the Lunch rush and before Dinner, the fryer oil must be filtered, usually around 3:00 P.M. Always ask Kitchen Mgr. for appropriate time to filter. See fryer filtering instruction (Sand Side Closing Procedures).
- Sweep and mop floors.
- Take out the trash. Break down all boxes and place in recycling dumpster ASAP. Tie down trash bags and re-line trash can containers.
- Re-stock pans, to-go containers, salad bowls, etc.
- If any product has been delivered and has not been put away, make sure this happens before the shift change.
- Clean and Sanitize walls, shelves, counters, and surface areas.
- Clean and stock tables. Fill the crock pots with **Hot** red sauce or marinara sauce.
- Clean the hand sinks.
- Make sure sauce is pulled from steam kettle and kettle is cleaned.
- Check temperatures in steam table, reach-ins, and crock pots/steam tables. **Fill out temperature log**, this should be done 3 times daily.
  - Calibrate your thermometers often by filling up a glass of ice and adding water. Put your thermometer in the ice water and see if it reads 32° F. If it needs adjusting, turn the wing nut until it reads 32° F.
- Check your checklist, prep list and DCL list – making sure it is finished.
- Before leaving, always check out with the Assistant Manager or Manager.