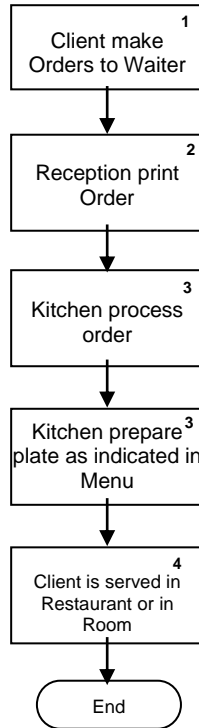


CONTROL OF REVISIONS

Initial Emission: 10/11/20XX



Special care with kitchen utensils

1. Kitchen utensils must be stored in proper places, identified and in a dry and clean environment.
2. Before using or sending to the suites, the utensils (plate, glasses, cups, etc.) must be sterilized with alcohol at 70°. Cutlery should be packed with a napkin and then sealed.

Records

Restaurant - Menu
Kitchen - Storage Conditions (IT05)

Details of the Sub-Processes

1. The kitchen must meet the requests of the restaurant in general (meals / drinks) after requesting the reception.
2. The reception requests the kitchen by printing the command and warning the cook.
3. The kitchen must meet orders as specified in the menu. The meals are individual and the defined portions must be respected.
4. After preparation, the cook must inspect the prepared dishes according to defined criteria, record inspection in the system and forward the request to the suite.
5. At the end of the services, the installations must be clean and organized.

Special care with food

1. The kitchen must meet the requests of the restaurant in general (meals / drinks). All products must have an expiration date, expired ones must be discarded.
2. The products must be stored identified on the shelf or, if necessary, refrigerated at the recommended temperature.
3. The products, after being opened, must be kept in a suitable place and be consumed until the date recommended by the manufacturer (on average 3 days). Record opening date.
4. Pre-prepared products (shredded chicken, mixed-hot, soups, etc.), must have an expiration date fixed at 60 days and be cooled before freezing.
5. Fruits and vegetables must be stored in a cool place and without signs of deterioration.
6. The pizzas must be stored horizontally in the freezer until freezing.
7. Nuggets and meat balls should be kept in the frozen freezer.
8. Meats and French fries, must be packed per portion and frozen. (identify and set an expiration date of 60 days).
9. All materials used in food production must be registered with the Ministry of Health, Agriculture or other competent body