

SCHOOL KITCHEN STAFF WORK INSTRUCTIONS (CHN-W006)

This work instruction outlines the steps taken to open and close a school kitchen in a manner that will conserve the most energy.

Opening:

Managers will go over the menus with employees and equipment will be turned on only as needed and will allow for pre-heat times on equipment that need to be pre heated.

Serving area lights will be kept to a minimum until full serving times start.

Serving lines will be turned on closer to service times to allow for heating up and set up of serving lines.

Lights in kitchen and dish room will be turned on as needed.

Closing:

Equipment will be turned off as soon as it is no longer needed.

Lights will be turned off when not needed.

Line machines will be turned off as soon as possible after serving times.

General Instructions:

Manager's machine will be left on for communication purposes.

All employees will be involved in making sure that they are practicing energy efficiency.

Rest room lights will be turned on only when needed.