

FOOD PREPARATION AND SERVICE DELIVERY

STANDARD OPERATING PROCEDURE

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Objective:

The objective of this SOP is to establish guidelines and procedures for the staff to ensure the consistent preparation of high-quality food and efficient service delivery.

How to prepare and serve hot and cold food

- The preparation and serving the hot and cold food are quite important in our business and a legal requirement that we follow correct method of reheating the food.
- Please follow below step by step process
- Once the delivery is received the Hot food items which is delivered cold below 8 degrees temperature should be stored in the fridges to maintain the temperature
- The record of the temperature in the fridges should be kept on site as it is a legal requirement.
- When heating up the food, do not stack more than 4 – 5 containers in each oven depending upon the size and setup.
- Then the oven should be turned at full setting to allow the temperature to reach a minimum of 75 degrees.
- The temperature should record between 75 – 80 degrees and the meal audits should be conducted by plating the meal and ensuring the food quantity is adequate and at least 480 grams per serving.
- Always take temperature from each batch and the record of the same should be kept on site
- Allow this to sit on side for a minimum of 1 – 2 minutes before serving to the residents.
- Ensure plates are clean and free from smudges or spills before plating food.
- Pay attention to portion sizes to ensure consistency across all servings.

Cleaning and Sanitization:

- Thoroughly clean and sanitize all equipment, surfaces, and utensils used during service.
- Empty and clean grease traps, grills, and fryers as needed.
- Dispose of any leftover food properly and store perishable items in designated containers.