

DAILY CHECKLIST	WED	THUR	FRI	SAT	SUN	MON	TUE
AM CHECKLIST							
Turn on Rail and set up							
Fill out prep list-review products for shelf lives and freshness							
Count dough balls-determine lrg, med and small dough balls needed							
Complete Start of Day/ Enter dough counts/enter cash							
Blend Dough balls/ Press dough and parbake							
Clean inside cavity of speed oven(s) and grease and air filters							
Complete prep-rotate product							
Stock pizza table with sauce, cheese and toppings							
Stock cut area with boxes, parmesan cheese, and garlic margarine							
Stock counter area with napkins, plates, cutlery and carry out menus							
Store cooled parbakes in cooler or bread display cabinet							
Turn on Ovens by 10:00 am							
Set up cut station with pizza peel/cutting wheels/lined baskets							
AFTERNOON CHECKLIST							
Perform dough count and determine parbakes needed for dinner period							
Clean pizza table and restock.							
Blend Dough balls for parbaking /press and bake							
Complete vegetable and item prep for day if not completed earlier							
Store cooled parbakes in bread cabinet and date							
Stock cooler with wings/ sauce/ cheese/ pretzels and breadsticks							
Fold boxes/ stock paper itmes							
Pull dough balls for next day							
PM CHECKLIST							
Freezer pull-include SUBWAY and Mama DeLuca's							
Make Pizza Sauce if needed (minimum 12 hour lead time)							
Turn off rail, store product in back counter cooler and clean rail							
Throw away expired parbake dough-label PM parbakes							
Clean Dough Press with soapy water/sanitize/ store open							
Turn off Speed oven. Remove Flatizza plate-cool and soak in first sink							
Fold pizza boxes							
Clean and store utensils under front counter							
Wipe and sanitize pizza cut area							
Take out trash and final sweep							