

Lusaka

Task ref# 10776

Date 22-05-2025

Type of task Store Evaluation

Completed by Mozambik, TK

Start odometer 2222 End odometer 2222

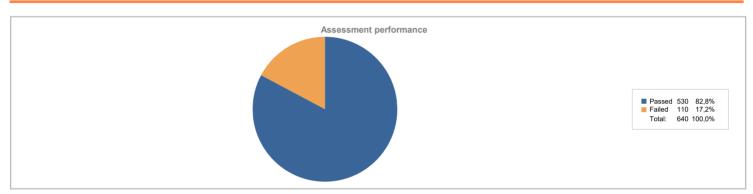
Distance traveled 0 km

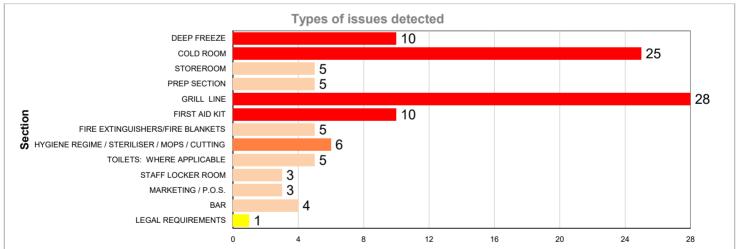
Start time Wednesday 21 May, 2025 17:19:54 End time Wednesday 21 May, 2025 18:21:11

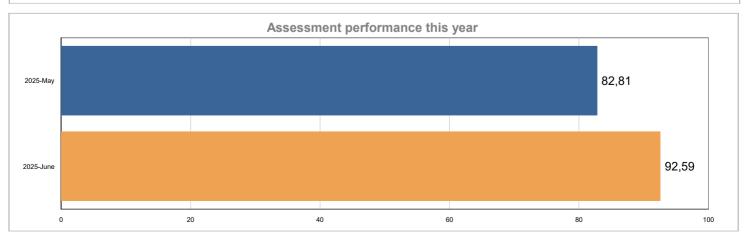
Time taken 62 mins

Collector Operations Managers

Score 530/640 (83%)







Responses to inspection points

DEEP FREEZE

| Statement | Comment | Weight | Result |
|---|--|--------|--------|
| Stock rotation F.I.F.O. | | 5 | |
| Defrosted and cleaned once a week | | 5 | |
| Correct labeling and dating Photo 1 | Product not dated | 0 | |
| Storage of all products to be done according to Health Standard | | 5 | |
| Temperature to be between -18 and -20 deg | | 5 | |
| Condition and maintenance of freezer | Freezer need to be packed properly, shelves needed | 0 | |
| Photo 1 | | | |

Scoring 20 / 30

COLD ROOM

| Statement | Comment | Weight | Result |
|---|-------------------|--------|--------|
| Stock rotation F.I.F.O (first in first out) | | 5 | |
| Correct labeling and dating Photo 1 | Product not dated | 0 | |
| Storage of all products to be done according to Health Standard Photo 1 | Rotting onions | 0 | |
| Correct temp - 2c to 7c (dependent on defrost cycle) | | 5 | |
| Complete cleanliness shelves / floor / plastic curtain / walls / handles / fans Photo 1 | Containers needed | 0 | |

Scoring 10 / 35

STOREROOM

| Statement | Comment | Weight | Result |
|---|-----------------------------|--------|--------|
| Stock rotation F.I.F.O (first in first out) | | 5 | |
| Correct labeling and dating | | 5 | |
| Storage of all products according to health Standard - Chemicals stored separately | | 5 | |
| Complete cleanliness shelves / floor / plastic curtain / walls / handles / fans Photo 1 | Rubbish needs to be removed | 0 | |

Scoring 15 / 20

DELI SECTION

| Statement | Comment | Weight | Result |
|---|---------|--------|--------|
| Fridges clean, correct temperature 2c to 7c (dependent on defrost cycle), working, handles and seals unbroken | | 5 | |
| Recipes for salads and desserts followed | | 5 | |
| Cleanliness of areas | | 5 | |
| Deli Equipment in working order | | 5 | |
| Food stored correctly after preparation eg: lettuce, coconut rice etc | | 1 | |

Scoring 21 / 21

PREP SECTION

| Statement | Comment | Weight | Result |
|---|------------------------------------|--------|--------|
| Shelving neat,clean and organized | | 5 | |
| Fridges clean, correct temperature and working - handles and seals unbroken | | 5 | |
| All prescribed hygiene specifications followed | Need spray bottles in each section | 0 | |
| Are products defrosted and stored correctly after production? | | 5 | |
| Any rusting or broken tables and legs? | | 5 | |
| Portion scale working and clean | | 5 | |
| All prep and portions sheets in use and filled in? | | 1 | |
| Platform scale working and clean | | 1 | |
| Are the portion sizes correct? | | 1 | |
| Portion size (kg): Cheese | | 1 | |
| Portion size (kg): Calamari tubes | | 1 | |
| Portion size (kg): Calamari heads | | 1 | |
| Portion size (kg): Ribs | | 1 | |
| Portion size (kg): Chicken livers | | 1 | |

Scoring 33 / 38

SCULLERY/DISHWASHER

| Statement | Comment | Weight | Result |
|--|---------|--------|--------|
| Cleanliness of section and equipment | | 2 | |
| Cutting boards, pots, cutlery and crockery stacked correctly | | 2 | |
| No leaking plumbing | | 2 | |
| Correct use of chemicals and all staff to be trained by supplier on usage and safety | | 2 | |
| Hand santizer / hand soap / hand paper / bin available | | 2 | |
| Grease traps cleaned daily. | | 2 | |
| All equipment working, dishwasher, taps, hose. | | 1 | |
| Bin area clean | | 1 | |

Scoring 14 / 14

GRILL LINE

| tatement | Comment | Weight | Result |
|---|---|--------|--------|
| Fridges clean, correct temperature and working - handles and seals unbroken | | 12 | |
| Flat top and gas lines clean, burners working, heat shield and base tray in good condition Photo 1 | Flat top needs to be cleaned properly | 0 | |
| Open Flame grill clean and stones changed twice a month Photo 1 | Grill full of grease needs to be washed | 0 | |
| Chip Fryer clean, drained daily and working - thermostat checked | | 10 | |
| Oil quality as per spec, | | 5 | |
| Following Moz cooking procedure | | 10 | |
| Salamander and frame clean, all heat elements working | | 2 | |
| All serving plates and platters clean and stacked correctly | | 2 | |
| Co-ordinating area cleaned and clear of clutter | | 6 | |
| Gas boiling table / Inductions clean and all burners and valves working correctly | | 4 | |
| Extraction system and canopy working (incl lights), cleaned daily including filters | | 14 | |
| Extraction professionally cleaned - record last date | | 5 | |
| Chips, Rice and Veg freshness | | 4 | |
| Moz sauces and Spices to Moz specification | | 2 | |
| Cleanliness of light switches and isolators | | 1 | |
| General cleanliness of floors, walls, ceilings, skirting and rubbish area | | 1 | |
| No broken wall or floor tiles Photo <u>1</u> | Tiles broken needs to be fixed | 0 | |
| Electrical compliance loose wires, fixtures, etc. | | 1 | |

GRILL LINE

| tatement | Comment | Weight | Result |
|---|--------------------------|----------|--------|
| Correct Mozambik uniform regulations must be adhered to | Staff needs chef jackets | 0 | |
| Photo 1 | | | |
| Plates Unchipped, Moz Spec | Need platter bowls | 0 | |
| Photo <u>1</u> | | | |
| coring | | 79 / 107 | |

| Statement | Comment | Weight | Result |
|---|---------|--------|--------|
| Correct Mozambik specifications | | 5 | |
| Mozambik approved suppliers in use only | | 5 | |
| Control stock levels | | 5 | |
| All sauces not OFF / SOUR | | 3 | |
| Is the store buying 26% of stock from DC according to Store turnover sheet? | | 30 | |

Scoring 48 / 48

FIRST AID KIT

| Statement | Comment | Weight | Result |
|--|-----------------------------|--------|--------|
| A fully equipped first aid kit must be present in stores | First aid kit missing items | 0 | |
| Photo <u>1</u> | | | |
| First Aid officer on duty | No first Aid officer | 0 | |

Scoring 0 / 10

FIRE EXTINGUISHERS/FIRE BLANKETS

| Statement | Comment | Weight | Result |
|---|--------------------------------|--------|--------|
| Fire extinguishers must be wall mounted | | 5 | |
| Fire extinguishers are readily accessible, fully charged and regularly inspected / record inspection date | | 5 | |
| Fire Blankets must be wall mounted in grill area for easy access | No fire blanket in the kitchen | 0 | |

Scoring 10 / 15

HYGIENE REGIME / STERILISER / MOPS / CUTTING

| Statement | Comment | Weight | Result |
|--|---|--------|--------|
| Color coded mops must be used for FOH and BOH and TOILETS. | | 2 | |
| Must be stored correctly - upright position on a hanging rack Photo 1 | Need a rack for the mops | 0 | |
| Must be sanitized over night | | 2 | |
| Each section to have correct color coded equipment Photo 1 | Need colour coded clothes in each section | 0 | |
| Bucket of soap water to be available in relevant areas | | 2 | |
| Clean cloths must accompany these buckets | | 2 | |
| All cloths must be clean, sanitized and color coded | Need colour coded clothes | 0 | |

Scoring 8 / 14

TOILETS: WHERE APPLICABLE

| Statement | Comment | Weight | Result |
|--|------------------------|--------|--------|
| Clean and well maintained | | 5 | |
| Fresh odor | | 1 | |
| Toilet paper, hand toweling, soap and santizer | | 1 | |
| She bins in place | | 1 | |
| Extra effort in making bathrooms more pretty/ user friendly. | | 1 | |
| Toilet cleaning checklist completed and filed | | 5 | |
| Baby change stations,clean and operational | No baby changing docks | 0 | |

Scoring 14 / 19

STAFF TOILETS

| Statement | Comment | Weight | Result |
|---|---------|--------|--------|
| Clean and well maintained | | 5 | |
| Fresh odor | | 2 | |
| Toilet paper, hand toweling, hand soap and santizer | | 1 | |
| She bins in place | | 1 | |
| Toilet cleaning checklist completed and filed | | 5 | |
| Toilet seat present | | 1 | |

Scoring 15 / 15

STAFF LOCKER ROOM

| Statement | Comment | Weight | Result |
|--------------------------------------|---------------------------|--------|--------|
| Cleanliness | Staff loocker room needed | 0 | |
| Photo <u>1</u> | | | |
| Odour | | 1 | |
| Neat | Not neat | 0 | |
| Photo <u>1</u> | | | |
| Boots stored correctly and sanitized | | 1 | |

Scoring 2 / 5

SIGNAGE, EXTERIOR AND ENTRANCE

| Statement | Comment | Weight | Result |
|--|---------|--------|--------|
| Signage - Illumination and general cleanliness and condition | | 5 | |
| General cleanliness of outside area conditon of furniture | | 5 | |
| Spec Furniture | | 5 | |

Scoring 15 / 15

SEATING AREA / MENUS / CONDIMENTS

| Statement | Comment | Weight | Result |
|--|---------|--------|--------|
| Paint work, ceiling boards | | 1 | |
| Cleanliness of walls, air ducts etc | | 1 | |
| Lighting - all working | | 1 | |
| All gold Tomato sauce bottles clean and in good condition | | 1 | |
| Correct Condiment baskets clean workable and packed correctly (santizer bottle, salt, pepper, wetwipes, peri peri sauce) | | 1 | |
| Menus up to date and clean | | 1 | |
| Menu boards professionally done, neat, illuminated | | 1 | |
| Correct Serviette Dispensers on the tables and filled | | 5 | |

Scoring 12 / 12

MARKETING / P.O.S.

| Statement | Comment | Weight | Result |
|--|-------------------------------------|--------|--------|
| Moz Spec A frames in use, National / Regional Promo material displayed | | 5 | |
| Correct table talkers on tables and in Serviette dispensers, Posters Moz approved Spec | | 1 | |
| In-house specials material Moz spec | | 1 | |
| Correct Moz Spec Take Away Containers, Carry bags and stickers been used | | 2 | |
| If HO promo running only HO promo on tables | | 2 | |
| Snapper frames wall mounted | Need snapper frames for advertising | 0 | |

Scoring 11 / 14

RECEPTION COUNTER/PLANTS/BINS

| Statement | Comment | Weight | Result |
|--|---------|--------|--------|
| Pots and plants clean (dust and cigarette butts free) | | 2 | |
| Bins odour free and clean, with lids and refuse bag in | | 1 | |
| Front counter clean and uncluttered | | 2 | |

Scoring 5 / 5

WAITER STATIONS/CUTLERY/CROCKERY

| Statement | Comment | Weight | Result |
|---|---------|--------|--------|
| Waiter station - Clean, drawers and cupboards neat, Cutlery trays clean | | 5 | |
| Welcome Peanut Cone and Sweets Moz Spec available | | 5 | |
| Kids colouring in sheets and crayons available | | 5 | |

Scoring 15 / 15

TELEPHONE AND COMPUTER

| Statement | Comment | Weight | Result |
|---|---------|--------|--------|
| Latest Moz GAAP / Pilot software version in use updated on the cloud. | | 2 | |
| Moz Email account activated and checked | | 2 | |
| Emergency Telephones number near the phone | | 2 | |
| Telephone and Wifi in working order | | 2 | |

Scoring 8 / 8

MANAGERS

| Statement | Comment | Weight | Result |
|--|---------|--------|--------|
| Compliance to Mozambik uniform regulations - clean shirt, jeans, dark shoes. | | 5 | |
| Compliance to hygiene regulations, hair neat, nails clean - no jewellery | | 3 | |
| Manager involved in running of floor FOH, vibing with customers and staff and running BOH | | 5 | |
| Disciplinary procedures been followed, evidence that any warnings / disciplinary action is being kept and done according to law | | 5 | |

Scoring 18 / 18

WAITERS

| Statement | Comment | Weight | Result |
|--|---------|--------|--------|
| Compliance to Mozambik uniform regulations - clean shirt, jeans, dark shoes and aprons | | 5 | |
| Compliance to hygiene regulations, hair neat, nails clean - no jewellery | | 2 | |
| Waiter's cloths - must be 2, worn on belt/apron, not shoulder | | 1 | |
| Waiting staff introduced themselves to tables - Using Bom Dia Greeting - Good day | | 5 | |
| Waiter writing on table ie:name and manger name | | 3 | |
| Waiters Tools check - Waiters friend , Orderbooks, 3 pens and 2 dish cloths, lighter, cash float all available | | 5 | |

Scoring 21 / 21

BAR

| tatement | Comment | Weight | Result |
|---|---------------------------|--------|--------|
| Clean, merchandised and stocked according to standards | | 4 | |
| All Fridges clean, working, lights working, seals not broken and decals in place Photo 1 | Fridge light not workings | 0 | |
| Blender, blender jugs and Ice well clean, working | | 1 | |
| Coffee machines / grinder clean, working | | 1 | |
| Has the barman/barlady been for full Barista training | | 2 | |
| Glasses and crockery clean, unchipped and unstained | | 2 | |
| Bar area and equipment (incl printers) clean and tidy | | 2 | |
| Glasses and crockery Moz spec | | 2 | |
| Great cup of coffee? | | 2 | |
| Ice machine / chest freezer in working order and clean | | 2 | |

Scoring 18 / 22

WELCOME / CUSTOMER RECEPTION / REQUESTS

| Statement | Comment | Weight | Result |
|--|---------|--------|--------|
| Customer acknowledged immediately on entering store | | 5 | |
| Specified music being played and at correct sound levels | | 5 | |
| Customer must be escorted to table | | 5 | |
| Farewell and thanked by staff/management on way out | | 5 | |

Scoring 20 / 20

TABLE SERVICE

| Statement | Comment | Weight | Result |
|--|---------|--------|--------|
| Menus - removed from table, on placing order | | 2 | |
| Beverages - tray used, drinks opened and poured half full | | 2 | |
| Wine service - label presented, taster poured, ice bucket delivered | | 2 | |
| Tables wiped down during service - water and food residue | | 2 | |
| Handling of plates, platters - nicely placed, warning of hot plates, 1 cloth per plate | | 2 | |
| Ashtrays - cleared appropriately (if appropriate) | | 2 | |
| Table cleared of all dirty cutlery and crockery before bill presented | | 2 | |
| Bill presentation - Clean bill folder,Pen, Moz mints, Wrapped toothpicks, Correct change, Correct bill, Thank you note | | 2 | |
| Waiters to be knowledgeable of all menu items,Menu knowledge – questions/queries satisfactorily answered – Question on in store specials | | 2 | |

Scoring 18 / 18

KIDS SECTION

| Statement | Comment | Weight | Result |
|---|---------|--------|--------|
| Play area clean and no broken equipment (if applicable) | | 5 | |
| Child Minder present | | 5 | |

Scoring 10 / 10

LEGAL REQUIREMENTS

| Statement | Comment | Weight | Result |
|---|-----------------|--------|--------|
| Generator in Working Order and Serviced | | 1 | |
| Proof of pest control services | | 1 | |
| Waiters meeting must have taken place and recorded - File present | | 5 | |
| Financial information submitted to Mozambik head office by 10th of each month - SALES ANALYSIS - GP's | | 20 | |
| Liquor License Section 19/23 | | 2 | |
| Certificate of Acceptability | | 2 | |
| Fire Certificate | | 2 | |
| Gas Certificate | | 2 | |
| Electrical Compliance | | 2 | |
| Trade License | | 2 | |
| Certificate of Occupancy | | 2 | |
| TV License | | 2 | |
| SAMPRO / SAMPRA | | 2 | |
| Contracts - File with all employee details / ID COPY, WORK PERMITS / addresses / contact number / emergency contact | | 5 | |
| Latest Updated - OPS Manual and Recipe Card Booklets | | 5 | |
| Time in Attendance | | 1 | |
| PAYE and UIF | | 1 | |
| VAT Registration | | 1 | |
| Basic Conditions of Employment Act | | 1 | |
| Funeral Policies (if applicable) | | 1 | |
| First Aid Training Certificates | Need 1st aiders | 0 | |
| COIDA Certificate (Compensation for Occupational Injuries and Diseases Act) | | 5 | |
| Certificate of Safe Oil Disposal | | 5 | |

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Signature(s)

Store Manager Signed: 21/05/2025 18:20:32

