# MOZAMBIK

## Makeni

Task ref# 11052

Date 27-06-2025

Type of task Store Evaluation

Completed by St Clair-Mulley, Melanie

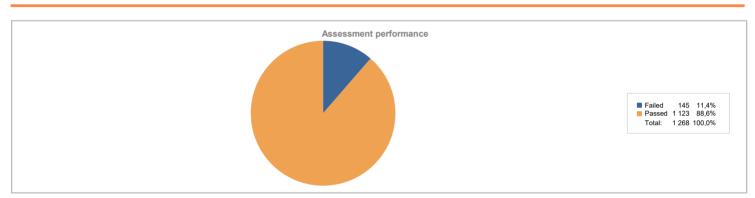
Start odometer 123 End odometer 1234

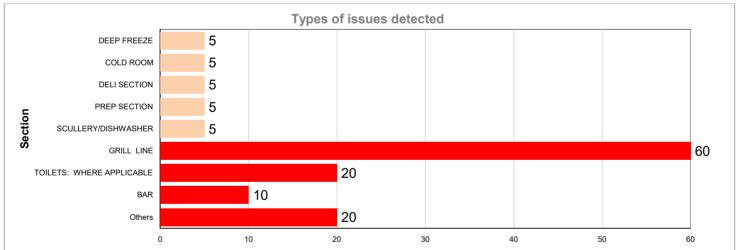
Distance traveled 1111 km

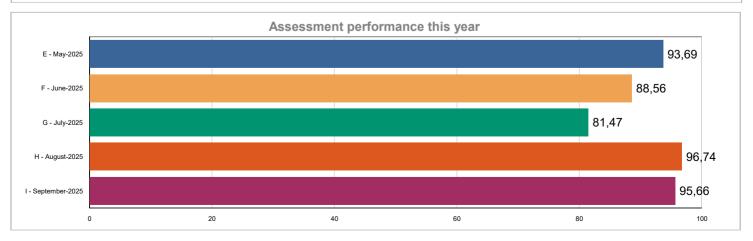
Start time Thursday 26 June, 2025 09:14:38 End time Thursday 26 June, 2025 15:43:44

Time taken 389 mins

Collector Head of Operations
Score 1123/1268 (89%)







## Responses to inspection points

### **DEEP FREEZE**

Statement	Comment	Weight	Result Critic
Stock rotation F.I.F.O (first in first out)		<b>10 /</b> 10	*
Defrosted and cleaned once a week		5/5	
Correct labeling and dating Photo 1	Need shelf labels	0/5	
Storage of all products to be done according to Health Standard		5/5	
Temperature to be between -18°C and -20°C (depending on defrost cycle)		5/5	*
Complete cleanliness shelves / floor / plastic curtain / walls / handles / fan		5/5	
Checklist filled in with date and time and signature		5/5	*
Scoring	'	35 / 40	
- Critical deviations (*)		0	

35

0

**COLD ROOM** 

= Total

Statement	Comment	Weight	Result	Critical
Stock rotation F.I.F.O (first in first out)		<b>10 /</b> 10		*
Correct labeling and dating Photo 1	Missing some labels	0/5		
Storage of all products to be done according to Health Standard		5/5		
Correct temp - 2c to 7c (dependent on defrost cycle)		5/5		
Complete cleanliness shelves / floor / plastic curtain / walls / handles / fans		5/5		
Checklist filled in with date and time and signature		<b>5</b> / 5		*

**Scoring 30** / 35

- Critical deviations (\*)

#### **STOREROOM**

Statement	Comment	Weight	Result	Critical
Stock rotation F.I.F.O (first in first out)		<b>10 /</b> 10		*
Correct labeling and dating		5/5		
Storage of all products according to health Standard - Chemicals stored separately  Photo 1	Need to order mozasco	<b>5</b> / 5		
Complete cleanliness shelves / floor / walls Photo 1 Photo 2	Need to cover electric box Need to fix door	5/5		
•		05/05		

**Scoring 25 / 25** 

- Critical deviations (\*)

= Total 25

## **DELI SECTION**

Statement	Comment	Weight	Result	Critical
Fridges clean, correct temperature 2c to 7c (dependent on defrost cycle), working, handles and seals unbroken		5/5		
Recipes for salads and desserts followed  Photo 1 Photo 2	Feta crumbled cause they drained the water. Must be cut in cubes Need chocolate wafers for dessert	0/5		
Cleanliness of areas		5/5		
Deli Equipment in working order	Need hand beater for mshake	5/5		
Food stored correctly after preparation eg: lettuce, coconut rice etc		5/5		
Stock rotation F.I.F.O (first in first out)		10 / 10		*

**Scoring 30 / 35** 

- Critical deviations (\*)

#### PREP SECTION

tatement	Comment	Weight	Result	Critica
Shelving neat,clean and organized		5/5		
Fridges clean, correct temperature 2c to 7c (dependent on defrost cycle), working, handles and seals unbroken		5/5		
Colour coded cutting boards stored correctly		<b>10 /</b> 10		*
Are products defrosted and stored correctly after production?	No under flat top	0/5		
Any rusting or broken tables and legs?		5/5		
Portion scale calibrated, working and clean		<b>10 /</b> 10		*
All prep and portions sheets in use and filled in, and email to R&D?  Photo 1	Need to issue them with new prep books	10 / 10		*
Platform scale working and clean		5/5		
Triation scale working and clean		010		
Photo <u>1</u>		5/5		
				1
Portion size (kg): Calamari tubes		5/5		
Photo <u>1</u>				
Portion size (kg): Calamari heads		5/5		
Photo <u>1</u>				
Portion size (kg): Ribs		5/5		
Photo 1				
Portion size (kg): Chicken livers		5/5		
Photo <u>1</u>				
Portion size (kg): Chicken fillets		5/5		
Stock rotation F.I.F.O (first in first out)		10 / 10		*

Scoring 90 / 95

- Critical deviations (\*)

#### SCULLERY/DISHWASHER

= Total

Statement	Comment	Weight	Result	Critical
Cleanliness of section and equipment	Geyser not working	0/5		
Cutting boards, pots, cutlery and crockery stacked correctly		5/5		
No leaking plumbing		5/5		
Correct use of chemicals and all staff to be trained by supplier on usage and safety		5/5		
Hand santizer / hand soap / hand paper / bin available Photo 1	Need to get these fixed.  Need hand soap and sanitizer on the wall	5/5		
Grease traps cleaned daily.		5/5		
All equipment working, dishwasher, taps, hose.		5/5		
Bin area clean		5/5		
coring		35 / 40		
Critical deviations (*)		0		

35

## GRILL LINE

tatement	Comment	Weight	Result	Critica
Fridges clean, correct temperature 2c to 7c (dependent on defrost cycle), working, handles and seals unbroken		5/5		
Flat top and gas lines clean, burners and valves working, heat shield and base tray in good condition  Photo 1	Not how we defrost prawns Electrical open box behind flat open needs to be covered Need lifter	0 / 10		
Photo <u>2</u> Photo <u>3</u>				
1 110to <u>3</u>				
Open Flame grill clean and stones changed twice a month, and burners and valves working correctly	2 burners not working	0/10		
Chip Fryer clean, drained daily and working - thermostat checked		10 / 10		
Oil quality as per spec		10 / 10		
Following Moz cooking procedure	Need to make new recipe tartar sauce and Ushatini	10 / 10		*
Salamander and frame clean, all heat elements working		5/5		
All serving plates and platters clean and stacked correctly		5/5		
Co-ordinating area cleaned and clear of clutter  Photo 1	No phones on shelf Wrong saucebowls	0/5		
Photo <u>2</u>				
Gas boiling table / Inductions clean and all burners and valves working correctly		0 / 10		
Extraction system and canopy working (incl lights), cleaned daily including filters  Photo 1	Need drop tray	0 / 15		
Extraction professionally cleaned - record last date		10 / 10		
Chips, Rice and Veg freshness		10 / 10		
Cleanliness of light switches and isolators		5/5		
General cleanliness of floors, walls, ceilings, skirting and rubbish area		5/5		
No broken wall or floor tiles		5/5		

#### **GRILL LINE**

Statement	Comment	Weight	Result	Critical
Electrical compliance loose wires, fixtures, etc.		5/5		
Correct Mozambik uniform regulations must be adhered to  Photo 1	Safety shoes, chef pants, shirts. Aprons	0/10		
Plates Unchipped, Moz Spec	Only 1 x 30cm platter Wooden starter boards - Mel uplifted 16 boards	5/5		*
Photo 1				
Photo 2				
Oven in working order and clean		10 / 10		*
Ask Kitchen how to cook chicken from the start		10 / 10		

Scoring 110 / 170

- Critical deviations (\*)

= Total

## CHICKEN / MEAT / SEAFOOD PRODUCTS

Statement	Comment	Weight	Result	Critical
Correct Mozambik specifications		10 / 10		*
Mozambik approved suppliers in use only	Sweet chilli and wafers not spec	10 / 10		*
Control stock levels		5/5		*
Any sauces OFF / SOUR		5/5		*
Is the store buying 26% of stock from DC according to Store turnover sheet?		<b>30 /</b> 30		*

**Scoring 60 / 60** 

- Critical deviations (\*)

= Total 60

### **FIRST AID KIT**

Statement	Comment	Weight	Result	Critical
A fully equipped first aid kit must be present in stores		<b>10 /</b> 10		
First Aid officer on duty		<b>10 /</b> 10	_	

Scoring 20 / 20

- Critical deviations (\*)

#### FIRE EXTINGUISHERS/FIRE BLANKETS

Statement	Comment	Weight	Result	Critical
Fire extinguishers must be wall mounted		<b>10 /</b> 10		
Fire extinguishers are readily accessible, fully charged and regularly inspected / record inspection date		10 / 10		*
Fire Blankets must be wall mounted in grill area for easy access		10 / 10		
Scoring		30 / 30		
- Critical deviations (*)		0		

30

**15** / 30

0

15

**HYGIENE REGIME** 

= Total

Scoring

= Total

- Critical deviations (\*)

Statement	Comment	Weight	Result	Critical
Color coded mops must be used for FOH and BOH and TOILETS.  Photo <u>1</u>	Need mop buckets and colour coded buckets	0/5		
Must be stored correctly - upright position on a hanging rack		5/5		
Must be sanitized over night		5/5		
Each section to have correct color coded equipment		0/5		
Bucket of soap water to be available in relevant areas, with relevant cloths		5/5		
All cloths must be clean, sanitized and color coded in relevant areas		0/5		

#### **TOILETS: WHERE APPLICABLE**

Statement	Comment	Weight	Result	Critica
Clean and well maintained	Ladies toilet One toilet roll holders need a bracket to hold the roll inside Mop by door	0/5		
Photo 1				
Photo <u>2</u>				
Photo <u>3</u>				
Fresh odor		5/5		
Toilet paper, hand toweling, soap and santizer		5/5		
She bins in place		5/5		
Extra effort in making bathrooms more pretty/ user friendly.	Needs some advertising	5/5		
Toilet cleaning checklist completed and filed	Stuck on skew Not filled in correctly Remove old plastic for checklist Men's holes in wall Extraction fan dirty Mop behind door in both toilets	0/10		
Photo 1				
Photo <u>2</u>				
Photo <u>3</u>				
Photo 4				
Photo <u>5</u>				
Baby change stations,clean and operational		0/5		
coring		20 / 40		1

Scoring

0 - Critical deviations (\*)

#### STAFF TOILETS

Statement	Comment	Weight	Result	Critical
Clean and well maintained		<b>5</b> / 5		
Fresh odor		5/5		
Toilet paper, hand toweling, hand soap and santizer		10 / 10		
She bins in place		5/5		
Toilet cleaning checklist completed and filed		5/5		
Toilet seat present		5/5		
Scoring		35 / 35		1

- Critical deviations (\*) 0

= Total 35

## STAFF LOCKER ROOM

Statement	Comment	Weight	Result	Critical
Cleanliness		5/5		
Odour		5/5		
Neat		5/5		
Boots stored correctly and sanitized		5/5		

20 / 20 Scoring

0 - Critical deviations (\*)

## SIGNAGE, EXTERIOR AND ENTRANCE

Statement	Comment	Weight	Result	Critical
Signage - Illumination and general cleanliness and condition		5/5		*
General cleanliness of outside area conditon of furniture  Photo 1  Photo 2  Photo 3	Front door cracked Patch walls infront	5/5		
Spec Furniture		5/5		

Scoring 15 / 15

- Critical deviations (\*)

= Total

## **SEATING AREA / MENUS / CONDIMENTS**

Statement	Comment	Weight	Result	Critical
Paint work, ceiling boards		5/5		
Cleanliness of walls, air ducts etc		<b>5</b> / 5		
Lighting - all working		5/5		
All gold Tomato sauce bottles clean and in good condition  Photo 1	Blender broken not blending pp Pls buy a new blender	5/5		
Correct Condiment baskets clean workable and packed correctly (santizer bottle, salt, pepper, wetwipes, peri peri sauce)	No wetwipes in condiment baskets	10 / 10		
Menus up to date and clean		5/5		
Menu boards professionally done, neat, illuminated		5/5		
Correct Serviette Dispensers on the tables filled, good condition, not cracked and clean		10 / 10		
TV working and clean		5/5		

Scoring 55 / 55

- Critical deviations (\*)

#### MARKETING / P.O.S.

Statement	Comment	Weight	Result	Critical
Moz Spec A frames in use, National / Regional Promo material displayed		5/5		
Correct marketing material in Serviette dispensers, Posters Moz approved Spec		<b>5</b> / 5		
In-house specials material Moz spec		5/5		
Correct Moz Spec Take Away Containers, Carry bags and stickers been used		5/5		*
If HO promo running only HO promo on tables		<b>5</b> / 5		
Snapper frames wall mounted	Jorge has 2 snapper frames A1	5/5		
Scoring		30 / 30		1
- Critical deviations (*)		0		

### **RECEPTION COUNTER/PLANTS/BINS**

= Total

Statement	Comment	Weight	Result	Critical
Pots and plants clean (dust and cigarette butts free)		<b>5</b> / 5		
Bins odour free and clean, with lids and refuse bag in		5/5		
Front counter clean and uncluttered		10 / 10		*

30

**Scoring 20 / 20** 

- Critical deviations (\*)

= Total 20

## WAITER STATIONS/CUTLERY/CROCKERY

Statement	Comment	Weight	Result	Critical
Waiter station - Clean, drawers and cupboards neat, Cutlery trays clean		5/5		
Welcome Peanut Cone and Sweets Moz Spec available	Can fill them a little more	10 / 10		*
Kids colouring in sheets and crayons available		5/5		

**Scoring 20 / 20** 

- Critical deviations (\*)

#### **TELEPHONE AND COMPUTER**

Statement	Comment	Weight	Result	Critical
Latest Moz GAAP / Pilot software version in use updated on the cloud and stock control captured		<b>10 /</b> 10		*
Moz Email account activated and checked		5/5		
Emergency Telephones number near the phone		5/5		
Telephone and Wifi in working order		<b>10 /</b> 10		
Scoring		30 / 30		

0

30

## **MANAGERS**

= Total

- Critical deviations (\*)

Statement	Comment	Weight	Result	Critical
Compliance to Mozambik uniform regulations - clean shirt, jeans, dark shoes.		10 / 10		*
Compliance to hygiene regulations, hair neat, nails clean - no jewellery		<b>5</b> / 5		
Manager involved in running of floor FOH, vibing with customers and staff and running BOH		10 / 10		

Scoring 25 / 25

- Critical deviations (\*)

#### **WAITERS**

= Total

Statement	Comment	Weight	Result	Critical
Compliance to Mozambik uniform regulations - clean shirt, jeans, dark shoes and aprons		5/5		
Compliance to hygiene regulations, hair neat, nails clean - no jewellery		10 / 10		
Waiter's cloths - must be 2, worn on belt/apron, not shoulder		10 / 10		
Waiting staff introduced themselves to tables - Using Bom Dia Greeting - Good day		10 / 10		
Waiters writing on the table paper runner: name and manager name		10 / 10		*
Waiters Tools check - Waiters friend , Orderbooks, 3 pens and 2 dish cloths, lighter, cash float all available		10 / 10		
Scoring		55 / 55		
- Critical deviations (*)		0		

55

#### BAR

statement	Comment	Weight	Result	Critical
Clean, merchandised and stocked according to standards		5/5		
Blender, blender jugs and Ice well clean, working		5/5		
Coffee machines / grinder clean, working		5/5		
Has the barman/barlady been for full Barista training		10 / 10		
Glasses and crockery clean, unchipped and unstained Photo 1	Need to do a OE count	0/10		
Bar area and equipment (incl printers) clean and tidy		10 / 10		
Glasses and crockery Moz spec		10 / 10		*
Great cup of coffee?		5/5		
Ice machine / chest freezer in working order and clean		5/5		
Stock rotation F.I.F.O (first in first out)		10 / 10		*
Underbar fridges clean, correct temperature 2°C to 7°C (dependent on defrost cycle), working, handles and seals not broken		10 / 10		
Standup fridges in working order? Are the decals over lightbox and advertising in place?		10 / 10		
coring		85 / 95		

0 - Critical deviations (\*)

#### WELCOME / CUSTOMER RECEPTION / REQUESTS

Statement	Comment	Weight Result	Critical
Customer acknowledged immediately on entering store		10 / 10	
Specified music being played and at correct sound levels		10 / 10	
Customer must be escorted to table		5/5	
Farewell and thanked by staff/management on way out		5/5	
Scoring		<b>30</b> / 30	

30

0 - Critical deviations (\*)

## **TABLE SERVICE**

= Total

Statement	Comment	Weight	Result	Critical
Menus - removed from table, on placing order		10 / 10		
Beverages - tray used, drinks opened and poured half full		<b>10 /</b> 10		
Wine service - label presented, taster poured, ice bucket delivered		<b>10 /</b> 10		
Tables wiped down during service - water and food residue		<b>10 /</b> 10		
Handling of plates, platters - nicely placed, warning of hot plates, 1 cloth per plate		10 / 10		
Ashtrays - cleared appropriately (if appropriate)		10 / 10		
Table cleared of all dirty cutlery and crockery before bill presented		<b>10 /</b> 10		
Bill presentation - Clean bill folder,Pen, Moz mints, Wrapped toothpicks, Correct change, Correct bill, Thank you note		10 / 10		
Waiters to be knowledgeable of all menu items,Menu knowledge – questions/queries satisfactorily answered – Question on in store specials		20 / 20		*

100 / 100 Scoring

- Critical deviations (\*) 0

## KIDS SECTION (WHERE APPLICABLE)

Statement	Comment	Weight	Result	Critical
Play area clean and no broken equipment (if applicable)	No kids area here	5/5		
Child Minder present (if applicable)		5/5		
Play area well equipped		5/5		

0

Scoring 15 / 15

- Critical deviations (\*)

= Total

## LEGAL REQUIREMENTS (MONTHLY)

Statement	Comment	Weight	Result	Critical
Generator in Working Order and Serviced		5/5		
Proof of pest control services		5/5		
Financial information submitted to Mozambik head office by 10th of each month - SALES ANALYSIS - GP's		20 / 20		*
Latest Updated - OPS Manual and Recipe Card Booklets		5/5		*
Are the disclaimers visible in the following areas - Kids Play Area, Peanut & Food allegies / General by the front door		5/5		

Scoring 40 / 40

- Critical deviations (\*)

## **LEGAL REQUIREMENTS (STAFF)**

Statement	Comment	Weight	Result	Critical
Disciplinary procedures been followed, evidence that any warnings / disciplinary action is being kept and done according to law		5/5		
Waiters meeting must have taken place and recorded - File present		5/5		
Contracts - File with all employee details / ID COPY, WORK PERMITS / addresses / contact number / emergency contact		10 / 10		*
Time in Attendance		2/2		
PAYE and UIF		2/2		
Funeral Policies (if applicable)		2/2		
COIDA Certificate (Compensation for Occupational Injuries and Diseases Act)		5/5		
Scoring	'	31 / 31		
- Critical deviations (*)		0		
= Total		31		

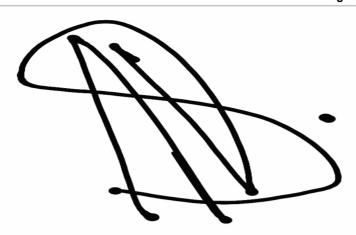
## **LEGAL REQUIREMENTS (LEGAL)**

= Grand total

Statement	Comment	Weight Re	sult Critical
Liquor License Section 19/23		2/2	
Certificate of Acceptability		2/2	
Fire Certificate		2/2	
Gas Certificate		2/2	
Electrical Compliance		2/2	
Trade License		2/2	
Certificate of Occupancy		2/2	
TV License		2/2	
SAMPRO / SAMPRA		2/2	
VAT Registration		2/2	
Basic Conditions of Employment Act		2/2	
First Aid Training Certificates	Need more staff trained	0/5	*
Certificate of Safe Oil Disposal		5/5	
coring		<b>27</b> / 32	
Critical deviations (*)		10	
Total		17	
Overall score		<b>1133</b> / 1268	
Total critical deviations		10	

1123

Operations Signed: 26/06/2025 14:35:32



Store Manager Signed: 26/06/2025 14:36:39

