

Ballito

Task ref# 11146

Date 09-08-2025

Type of task FOH Manager Daily planner

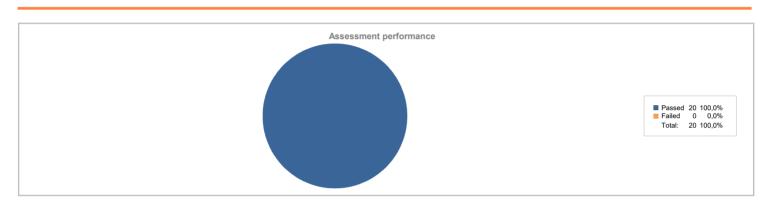
Completed by St Clair-Mulley, Melanie

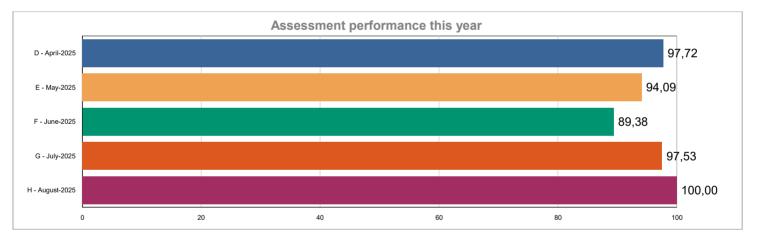
Start time Friday 08 August, 2025 13:55:44 End time Friday 08 August, 2025 15:21:07

Time taken 86 mins

Collector Head of Operations

Score 20/20 (100%)





Responses to inspection points

Bays and Duties

Statement	Comment	Weight	Result
Apron contents checked: 3 pens, notebook, 2 dish cloths, wine opener, lighter, black marker pen, cash float R200		1/1	
Attire checked		1/1	
Parties or functions today	20 seater on the deck	0/0	
Out of stock - suggestion what to offer instead	No castle light draught	0/0	
Incentive details and prizes	Waiters to push fish cakes	0/0	
Rewards and recognition	R200 voucher	0/0	
Issues encountered		0/0	
Today's specials	Seafood platter for 1	0/0	

Scoring 2/2

Front of House checklist

Statement	Comment	Weight	Result
Clean all skirtings and window sills		1/1	
Turn on music		1/1	
Check toilets, checklist filled in		1/1	

Scoring 3/3

Table setting checklist

Statement	Comment	Weight	Result
Set tables corner to corner in a straight line		1/1	
Tables must not wobble		1/1	
Chairs to be 30cm from table		1/1	
Chairs to be straight in reference to other chairs from other tables		1/1	
Remove broken chairs		1/1	
Booth seats to be cleaned and checked for damages		1/1	
Peri-Peri blended and bottles to be refilled		1/1	
Sufficient quantities prepared peanuts cones		1/1	
Salt, pepper and Peri-Peri to be aligned with the tables in front		1/1	
TV's to be hung, cleaned and switched on		1/1	
Menus to be cleaned and look presentable		1/1	
Water the gardens		1/1	
coring		12 / 12	<u> </u>
ffice checklist			
tatement	Comment	Weight	Result

Overall score

Statement	Comment	Weight	Result
Paperwork/invoices up to date		1/1	
Stock counts done		1 / 1	
Variance report checked		1/1	
Scoring	·	3/3	

20 / 20

Signature(s)

Store Manager Signed: 08/08/2025 15:21:03

