



ROUTINES HARD COPY 2022



THE TEXAS WAY

The Texas Way is OUR WAY of doing things:

LEGENDARY, HAND-CRAFTED MEALS
(THE FOOD WE MAKE)

BIG, BOLD FLAVOR
(OUR CRAVEABLE TASTE)

UNIQUE, MEMORABLE EXPERIENCES
(THE MOMENTS WE CREATE)





HOW TO BE RUSH READY

We must wait on the guest, and not have the guest wait on us!

Ensuring the restaurant is prepared and ready for guests is the key to delivering the Total Guest Experience.

DELIVERING THE TOTAL GUEST EXPERIENCE



Team Members at each station can follow the cards to ensure that critical tasks are completed throughout the shift.

The Manager on Duty should follow up with each station and use the checklist in the Planner to verify tasks are completed.

Rush Ready Station Activities	
Station Card Checked?	✓
Prep Station	✓
Cook Station	✓
Front Counter	✓
Drive-Thru	✓



All stations should be clean, stocked, organized, and ready for guests... and **Home Dealivery** Orders!

Fast... Friendly... Accurate...

5-Star Service Guest Recovery Log

T.H.A.N.K.S. (Thank, Honor, Apologize, Never Argue, Kindness, Solve)

[illegible]

SAT Track Performance Tracker 2017

Survey Item (2017 Goal)	Last Period Actual	Current Period Goal	Week 1 Actual	Week 2 Actual	Week 3 Actual	Week 4 Actual
OSAT (70.4%)						
Taste (72.7%)						
Speed (71.6%)						
Friendliness (71.9%)						
Cleanliness (63.3%)						
Experienced a Problem (EAP) (11.2%)						
# of Survey Respondents (30)						





Week 1 activities in the Management Planner have been reviewed
and appropriate actions have been taken.

Market Leader Signature _____ Date _____

"I will leave the restaurant better than when I arrived!"

Truck Delivery Temperature Tracker (Check 1 case of each product at random)

1st Delivery		2nd Delivery	
Product	Temperature	Product	Temperature
Chicken (36°F ± 2°F)		Chicken (36°F ± 2°F)	
Biscuit Mix (36°F ± 2°F)		Biscuit Mix (36°F ± 2°F)	
French Fries (0°F ± 10°F)		French Fries (0°F ± 10°F)	
Tenders (0°F ± 10°F)		Tenders (0°F ± 10°F)	

Hot Soak Schedule

Week 1 of Period: Fryer #1

Date Completed:		• After each cleaning is completed, record the date in the box to the left AND on the Hot Soak Cleaning Log posted in the BOH.
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M&R and Smallwares Issues

Date	Equipment/Smallwares	Description	RGM Follow Up

Repair vs. Replace Quick Reference Guide

Item	Estimated Cost	Consider replacing if cost to repair exceeds 50% of purchasing new	Consider replacing if it is older than years listed and breaks down
Under counter Freezer (Lowboy)	\$2,425	\$1,213	5
Sandwich Refrigerator or Coleslaw Cooler	\$1,800	\$900	4
Corn Cooker with lid	\$700	\$350	5
Warmer for Mash Potatoes	\$170	\$85	2
Batter Cart	\$4,500	\$2,250	5

NOTES



Church's Chicken®

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Day: **MONDAY**-Date: _____

AM

Manager On Duty AM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 1 of 4

☐

Fready has been updated, and cooking schedule is printed and in use


☐

Delivery tablet on and activated (if applicable)



Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	Expedite		☐
DT Cashier	Expedite		☐
Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Detail Cleaning Assignment – AM

	Assigned To	Verified By
Dining Room	AC vents/Chairs/Baseboards	
Walk-in Cooler	Doors, handles & gaskets/Fan covers, blades & coil/Baseboards	
Outside	Doors/Menuboards/Back door & walkway	

Additional Cleaning Tasks

Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up



Rally Cry

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



AM Shift Prep Sheet

Slaw	Bags	
	Small	
	Large	
Biscuit	1/2 Trays	
	Full Trays	
Peppers	Singles	
	5 Pack	
Corn	Each	
Mac	Pans	
Iced Tea	1/2 Gallons	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Opening Thaw Pull

Chubs	Mac	
Tenders	Bags	
Sandwich Buns	Bags	
Miscellaneous		

Daily 10 x 10

(These areas are to be spot cleaned, spot checked and organized daily before opening. AM Manager should verify and check off each completed area)

☐	3 Compartment Sink and Sanitizer Buckets Setup	☐	Restrooms
☐	Hand Wash Sinks	☐	Front Counter Service Area
☐	Outside Clean-Up	☐	Team Member Appearance
☐	Drive-Thru Lane	☐	Interior Windows, Doors and Ledges
☐	Dining Area	☐	Drive-Thru Window

Today's O.C.U. Daily Double

☐		☐	
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Shift Change Checklist

Task	Completed By: AM Mgr	Verified By: PM Mgr
Safe counted		
Inventory verified		
Waste recorded		
Cleaning tasks completed		
Training tasks completed		
Food Safety Log completed		
Leader's Path completed (AM)		
Leader's Path completed (PM)		



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Day: Monday - Date _____

PM

Manager On Duty PM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 2 of 4



Fready has been updated, and cooking schedule is printed and in use



Delivery tablet on and activated (if applicable)



Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up



Rally Cry

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



Mid Shift Prep Sheet

Biscuit	1/2 Trays	
	Full Trays	
Corn	Each	
Mac	Pans	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Closing Prep Sheet

Spicy Chicken	White	
	Dark	
Batter Mix	Original	
	Spicy	
LTO		
Miscellaneous		

Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	Expedite		☐
DT Cashier	Expedite		☐
Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Detail Cleaning Assignment – PM

	Assigned To	Verified By
Office	AC vents/Chairs/Baseboards	
Restrooms	Ac vents/Dispensers/Baseboards	
Back of House	AC vents/3-Compartment sink	

Additional Cleaning Tasks

Closing Walkthrough

Dining Room/Restrooms	Completed By	Verified By
Windows cleaned		
Floors swept and mopped		
Table tops, counters, chairs, trash bins cleaned		
Condiment station cleaned and stocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Restrooms cleaned and stocked		
Front Counter/Drive Thru	Completed By	Verified By
All refrigeration and holding equipment cleaned		
Paper items restocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Tea equipment cleaned, liner discarded		
Expedite station cleaned & restocked with paper products		
Left over and expired cooked product discarded		
Back of the House	Completed By	Verified By
Hand washing sinks cleaned and restocked		
Fryers filtered and vent hood cleaned		
Batter cart cleaned		
Filter assembly and filter pan cleaned		
All refrigeration/freezers cleaned		
Holding cabinets and steamwells cleaned		
Biscuit oven, toaster, cookers, butter warmer cleaned		
Sandwich station cleaned		
Prep tables cleaned and sanitized		
Walk-in cooler/freezer cleaned (door, floor, walls, shelves)		
BOH floors, walls, shelving cleaned		
Spicy chicken prepared for the next day		
Batter (Original & Spicy) prepared for next day		
Confirm tenders and chubs thawing based on prep sheet		
Smallwares & Cleaning Tools	Completed By	Verified By
Dishes washed		
3-compartment sink cleaned, chemicals restocked		
Mop sink and cleaning tools cleaned and organized		





Food Safety Log AM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop of the day.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	
COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

EQUIPMENT TEMPERATURES		
Ambient air temp for refrigeration. Enter actual temp of all equipment listed.		
	TARGET TEMPERATURE RANGE	AM
Walk-in Cooler	34° - 38°F	
Biscuit Refrigeration	34° - 38°F	
Lowboy Refrigeration	34° - 38°F	
Sandwich Refrigeration	34° - 38°F	
Other Refrigeration	34° - 38°F	
Walk-in Freezer	0° ± 10°F	
Lowboy Freezer	0° ± 10°F	
Holding Cabinets - Protein	195°F	
Holding Cabinets - Sides	165°F	
Corn Cooker	160°F	
Cooker/Warmer	190°F	
Hot Water Dispenser	190°F	
Butter Warmer	145°F	
Steamwells	170°F	
French Fry Fryer (#1)	360°F	
Tenders Fryer (#2)	340°F	
Chicken Fryer (#3)	340°F	
Chicken Fryer (#4)	340°F	
Chicken Fryer (#5)	340°F	
Chicken Fryer (#6)	340°F	
Hand Wash Sink	min 100°F	
PROTEIN FIFO DATE CHECK		DATE
Chicken Case Use By Date	FIFO	
Spicy Chicken Use By Date	FIFO	
Tenders Use By Date (thawed)	FIFO	

Best Practice: complete this section before cooking first batch of chicken of the day.

Food Safety Log PM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop after afternoon fryer filtering.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	

COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

SHORTENING QUALITY TEST (✓ = OK, X = change)			
Fryer furthest from 360° Fryer	At Opening	After First Filtering	At Closing

Test shortening in Fryer furthest from the 360°F Fryer (#4, #5 or #6 depending on number of fryers in restaurant). Mark "✓" (if shortening quality is acceptable), mark "X" (if shortening must be discarded).

Food Safety Top 12 (AM Only)

FOOD SAFETY CRITICAL	AM
Document issues & corrective actions.	
Health Violations	✓
Most recent inspection available	
All violations have been corrected	
Approved Products	✓
Only approved products, packaging, & chemicals are in use	

Food Safety Top 12 (AM/PM)

FOOD SAFETY CRITICAL	AM	PM
Document issues & corrective actions.		
Hand Washing	✓	✓
Hot & cold water available		
Soap, paper towels, trash can		
Clean and free from obstruction		
Time and Temperature Control	✓	✓
Food Safety Log completed		
All food products have time controls		
Hot Water	✓	✓
All sinks meet hot water standards		
Sanitizing	✓	✓
Sanitizer water in 3C sink & sanitizer buckets tested, meets minimum PPM standards		
Cross Contamination	✓	✓
Required tongs available, stored so handles do not touch product		
Smallwares that are in constant contact with food are W/R/S every 4 hrs		
Pest Activity	✓	✓
Restaurant free of insects and rodents		
Most recent pest service report available		
Cook-outs	✓	✓
Shift Cook-outs completed. Missed Cook-outs have Action Plan notes.		
Raw Chicken	✓	✓
Raw chicken is held at 40°F or less		
All raw chicken is within its expiration time		
No spoiled chicken in use		
Batter Cart	✓	✓
Batter cart is operable and in good condition		
Batter cart smallwares are W/R/S every 4 hrs		
Other Critical Violations	✓	✓
No evidence of Team Member illness		
No drainage issues		
No food products on the floor		

FOOD SAFETY ACTION NOTES





Day: **Tuesday** - Date: _____

AM

Manager On Duty AM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 1 of 4

☐ Fready has been updated, and cooking schedule is printed and in use



☐ Delivery tablet on and activated (if applicable)



Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	Expedite		☐
DT Cashier	Expedite		☐
Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up



Rally Cry

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



AM Shift Prep Sheet

Slaw	Bags	
	Small	
	Large	
Biscuit	1/2 Trays	
	Full Trays	
Peppers	Singles	
	5 Pack	
Corn	Each	
Mac	Pans	
Iced Tea	1/2 Gallons	
Miscellaneous		
All Honey Bottles filled?	☐ Yes ☐ No	

Opening Thaw Pull

Chubs	Mac	
Tenders	Bags	
Sandwich Buns	Bags	
Miscellaneous		

Detail Cleaning Assignment – AM

	Assigned To	Verified By
Back of House	Doors & handles/Flour & filter powder bins/Baseboards	
Office	Computer equipment/Desk/Ceiling tiles	
Outside	Building ladder/Old decals	

Additional Cleaning Tasks

Daily 10 x 10

(These areas are to be spot cleaned, spot checked and organized daily before opening. AM Manager should verify and check off each completed area)

☐	3 Compartment Sink and Sanitizer Buckets Setup	☐	Restrooms
☐	Hand Wash Sinks	☐	Front Counter Service Area
☐	Outside Clean-Up	☐	Team Member Appearance
☐	Drive-Thru Lane	☐	Interior Windows, Doors and Ledges
☐	Dining Area	☐	Drive-Thru Window

Today's O.C.U. Daily Double

☐		☐	
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Shift Change Checklist

Task	Completed By: AM Mgr	Verified By: PM Mgr
Safe counted		
Inventory verified		
Waste recorded		
Cleaning tasks completed		
Training tasks completed		
Food Safety Log completed		
Leader's Path completed (AM)		
Leader's Path completed (PM)		



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Day: **Tuesday** - Date: _____

PM

Manager On Duty PM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 2 of 4



Fready has been updated, and cooking schedule is printed and in use



Delivery tablet on and activated (if applicable)



Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up



Rally Cry

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



Mid Shift Prep Sheet

Biscuit	1/2 Trays	
	Full Trays	
Corn	Each	
Mac	Pans	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Closing Prep Sheet

Spicy Chicken	White	
	Dark	
Batter Mix	Original	
	Spicy	
LTO		
Miscellaneous		

Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	<i>Expedite</i>		☐
DT Cashier	<i>Expedite</i>		☐
Cook	<i>Fryer drops</i>		☐
FC Cashier	<i>Expedite</i>		☐
Sandwich Station	<i>Fryer drops/prep</i>		☐
DT Order Taker	<i>Expedite</i>		☐

Detail Cleaning Assignment – PM

	Assigned To	Verified By
Front of House	AC vents/Signage/Baseboards	
Dining Room	Condiment & utensil holders/ Cup & lid holders	
Stockroom	AC vents/Doors & handles/ Baseboards	

Additional Cleaning Tasks

Closing Walkthrough

Dining Room/Restrooms	Completed By	Verified By
Windows cleaned		
Floors swept and mopped		
Table tops, counters, chairs, trash bins cleaned		
Condiment station cleaned and stocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Restrooms cleaned and stocked		
Front Counter/Drive Thru	Completed By	Verified By
All refrigeration and holding equipment cleaned		
Paper items restocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Tea equipment cleaned, liner discarded		
Expedite station cleaned & restocked with paper products		
Left over and expired cooked product discarded		
Back of the House	Completed By	Verified By
Hand washing sinks cleaned and restocked		
Fryers filtered and vent hood cleaned		
Batter cart cleaned		
Filter assembly and filter pan cleaned		
All refrigeration/freezers cleaned		
Holding cabinets and steamwells cleaned		
Biscuit oven, toaster, cookers, butter warmer cleaned		
Sandwich station cleaned		
Prep tables cleaned and sanitized		
Walk-in cooler/freezer cleaned (door, floor, walls, shelves)		
BOH floors, walls, shelving cleaned		
Spicy chicken prepared for the next day		
Batter (Original & Spicy) prepared for next day		
Confirm tenders and chubs thawing based on prep sheet		
Smallwares & Cleaning Tools	Completed By	Verified By
Dishes washed		
3-compartment sink cleaned, chemicals restocked		
Mop sink and cleaning tools cleaned and organized		





Day: **Tuesday** - Date: _____

Daily Page 3 of 4

Food Safety Log AM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop of the day.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	
COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

EQUIPMENT TEMPERATURES		
Ambient air temp for refrigeration. Enter actual temp of all equipment listed.		
	TARGET TEMPERATURE RANGE	AM
Walk-in Cooler	34° - 38°F	
Biscuit Refrigeration	34° - 38°F	
Lowboy Refrigeration	34° - 38°F	
Sandwich Refrigeration	34° - 38°F	
Other Refrigeration	34° - 38°F	
Walk-in Freezer	0° ± 10°F	
Lowboy Freezer	0° ± 10°F	
Holding Cabinets - Protein	195°F	
Holding Cabinets - Sides	165°F	
Corn Cooker	160°F	
Cooker/Warmer	190°F	
Hot Water Dispenser	190°F	
Butter Warmer	145°F	
Steamwells	170°F	
French Fry Fryer (#1)	360°F	
Tenders Fryer (#2)	340°F	
Chicken Fryer (#3)	340°F	
Chicken Fryer (#4)	340°F	
Chicken Fryer (#5)	340°F	
Chicken Fryer (#6)	340°F	
Hand Wash Sink	min 100°F	
PROTEIN FIFO DATE CHECK		DATE
Chicken Case Use By Date	FIFO	
Spicy Chicken Use By Date	FIFO	
Tenders Use By Date (thawed)	FIFO	

Best Practice: complete this section before cooking first batch of chicken of the day.

Food Safety Log PM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop after afternoon fryer filtering.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
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Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	

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Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

SHORTENING QUALITY TEST (✓ = OK, X = change)			
Fryer furthest from 360° Fryer	At Opening	After First Filtering	At Closing

Test shortening in Fryer furthest from the 360°F Fryer (#4, #5 or #6 depending on number of fryers in restaurant). Mark "✓" (if shortening quality is acceptable), mark "X" (if shortening must be discarded).

Food Safety Top 12 (AM Only)

FOOD SAFETY CRITICAL	AM
Document issues & corrective actions.	
Health Violations	✓
Most recent inspection available	
All violations have been corrected	
Approved Products	✓
Only approved products, packaging, & chemicals are in use	

Food Safety Top 12 (AM/PM)

FOOD SAFETY CRITICAL	AM	PM
Document issues & corrective actions.		
Hand Washing	✓	✓
Hot & cold water available		
Soap, paper towels, trash can		
Clean and free from obstruction		
Time and Temperature Control	✓	✓
Food Safety Log completed		
All food products have time controls		
Hot Water	✓	✓
All sinks meet hot water standards		
Sanitizing	✓	✓
Sanitizer water in 3C sink & sanitizer buckets tested, meets minimum PPM standards		
Cross Contamination	✓	✓
Required tongs available, stored so handles do not touch product		
Smallwares that are in constant contact with food are W/R/S every 4 hrs		
Pest Activity	✓	✓
Restaurant free of insects and rodents		
Most recent pest service report available		
Cook-outs	✓	✓
Shift Cook-outs completed. Missed Cook-outs have Action Plan notes.		
Raw Chicken	✓	✓
Raw chicken is held at 40°F or less		
All raw chicken is within its expiration time		
No spoiled chicken in use		
Batter Cart	✓	✓
Batter cart is operable and in good condition		
Batter cart smallwares are W/R/S every 4 hrs		
Other Critical Violations	✓	✓
No evidence of Team Member illness		
No drainage issues		
No food products on the floor		

FOOD SAFETY ACTION NOTES



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Day: Wed- Date: _____

AM

Manager On Duty AM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 1 of 4

☐

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☐

Delivery tablet on and activated (if applicable)



Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
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Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up



Rally Cry

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



AM Shift Prep Sheet

Slaw	Bags	
	Small	
	Large	
Biscuit	1/2 Trays	
	Full Trays	
Peppers	Singles	
	5 Pack	
Corn	Each	
Mac	Pans	
Iced Tea	1/2 Gallons	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Opening Thaw Pull

Chubs	Mac	
Tenders	Bags	
Sandwich Buns	Bags	
Miscellaneous		

Detail Cleaning Assignment – AM

		Assigned To	Verified By
Outside	Canopy/Sign poles		
Front of House	Ceiling tiles/Light covers/Credit terminal		
Walk-in Freezer	Doors, handles & gaskets/Fan covers, blades & coil/Baseboards		

Additional Cleaning Tasks

Daily 10 x 10

(These areas are to be spot cleaned, spot checked and organized daily before opening. AM Manager should verify and check off each completed area)

☐	3 Compartment Sink and Sanitizer Buckets Setup	☐	Restrooms
☐	Hand Wash Sinks	☐	Front Counter Service Area
☐	Outside Clean-Up	☐	Team Member Appearance
☐	Drive-Thru Lane	☐	Interior Windows, Doors and Ledges
☐	Dining Area	☐	Drive-Thru Window

Today's O.C.U. Daily Double

☐		☐	
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Shift Change Checklist

Task	Completed By: AM Mgr	Verified By: PM Mgr
Safe counted		
Inventory verified		
Waste recorded		
Cleaning tasks completed		
Training tasks completed		
Food Safety Log completed		
Leader's Path completed (AM)		
Leader's Path completed (PM)		



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Day: Wed- Date: _____

PM

Manager On Duty PM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 2 of 4



Fready has been updated, and cooking schedule is printed and in use



Delivery tablet on and activated (if applicable)



Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up



Rally Cry

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



Mid Shift Prep Sheet

Biscuit	1/2 Trays	
	Full Trays	
Corn	Each	
Mac	Pans	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Closing Prep Sheet

Spicy Chicken	White	
	Dark	
Batter Mix	Original	
	Spicy	
LTO		
Miscellaneous		

Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	Expedite		☐
DT Cashier	Expedite		☐
Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Detail Cleaning Assignment – PM

	Assigned To	Verified By
Dining Room	Drink machine/Ice bin/Self-serve ice dispenser	
Restrooms	Doors & handles/Light covers/Ceiling tiles	
Back of House	Hand sink/Light covers/Batter cart	

Additional Cleaning Tasks

Closing Walkthrough

Dining Room/Restrooms	Completed By	Verified By
Windows cleaned		
Floors swept and mopped		
Table tops, counters, chairs, trash bins cleaned		
Condiment station cleaned and stocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Restrooms cleaned and stocked		
Front Counter/Drive Thru	Completed By	Verified By
All refrigeration and holding equipment cleaned		
Paper items restocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Tea equipment cleaned, liner discarded		
Expedite station cleaned & restocked with paper products		
Left over and expired cooked product discarded		
Back of the House	Completed By	Verified By
Hand washing sinks cleaned and restocked		
Fryers filtered and vent hood cleaned		
Batter cart cleaned		
Filter assembly and filter pan cleaned		
All refrigeration/freezers cleaned		
Holding cabinets and steamwells cleaned		
Biscuit oven, toaster, cookers, butter warmer cleaned		
Sandwich station cleaned		
Prep tables cleaned and sanitized		
Walk-in cooler/freezer cleaned (door, floor, walls, shelves)		
BOH floors, walls, shelving cleaned		
Spicy chicken prepared for the next day		
Batter (Original & Spicy) prepared for next day		
Confirm tenders and chubs thawing based on prep sheet		
Smallwares & Cleaning Tools	Completed By	Verified By
Dishes washed		
3-compartment sink cleaned, chemicals restocked		
Mop sink and cleaning tools cleaned and organized		





Day: Wed- Date: _____

Daily Page 3 of 4

Food Safety Log AM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop of the day.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	
COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

EQUIPMENT TEMPERATURES		
Ambient air temp for refrigeration. Enter actual temp of all equipment listed.		
	TARGET TEMPERATURE RANGE	AM
Walk-in Cooler	34° - 38°F	
Biscuit Refrigeration	34° - 38°F	
Lowboy Refrigeration	34° - 38°F	
Sandwich Refrigeration	34° - 38°F	
Other Refrigeration	34° - 38°F	
Walk-in Freezer	0° ± 10°F	
Lowboy Freezer	0° ± 10°F	
Holding Cabinets - Protein	195°F	
Holding Cabinets - Sides	165°F	
Corn Cooker	160°F	
Cooker/Warmer	190°F	
Hot Water Dispenser	190°F	
Butter Warmer	145°F	
Steamwells	170°F	
French Fry Fryer (#1)	360°F	
Tenders Fryer (#2)	340°F	
Chicken Fryer (#3)	340°F	
Chicken Fryer (#4)	340°F	
Chicken Fryer (#5)	340°F	
Chicken Fryer (#6)	340°F	
Hand Wash Sink	min 100°F	
PROTEIN FIFO DATE CHECK		DATE
Chicken Case Use By Date	FIFO	
Spicy Chicken Use By Date	FIFO	
Tenders Use By Date (thawed)	FIFO	

Best Practice: complete this section before cooking first batch of chicken of the day.

Food Safety Log PM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop after afternoon fryer filtering.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	

COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

SHORTENING QUALITY TEST (✓ = OK, X = change)			
Fryer furthest from 360° Fryer	At Opening	After First Filtering	At Closing

Test shortening in Fryer furthest from the 360°F Fryer (#4, #5 or #6 depending on number of fryers in restaurant). Mark "✓" (if shortening quality is acceptable), mark "X" (if shortening must be discarded).

Food Safety Top 12 (AM Only)

FOOD SAFETY CRITICAL	AM
Document issues & corrective actions.	
Health Violations	✓
Most recent inspection available	
All violations have been corrected	
Approved Products	✓
Only approved products, packaging, & chemicals are in use	

Food Safety Top 12 (AM/PM)

FOOD SAFETY CRITICAL	AM	PM
Document issues & corrective actions.		
Hand Washing	✓	✓
Hot & cold water available		
Soap, paper towels, trash can		
Clean and free from obstruction		
Time and Temperature Control	✓	✓
Food Safety Log completed		
All food products have time controls		
Hot Water	✓	✓
All sinks meet hot water standards		
Sanitizing	✓	✓
Sanitizer water in 3C sink & sanitizer buckets tested, meets minimum PPM standards		
Cross Contamination	✓	✓
Required tongs available, stored so handles do not touch product		
Smallwares that are in constant contact with food are W/R/S every 4 hrs		
Pest Activity	✓	✓
Restaurant free of insects and rodents		
Most recent pest service report available		
Cook-outs	✓	✓
Shift Cook-outs completed. Missed Cook-outs have Action Plan notes.		
Raw Chicken	✓	✓
Raw chicken is held at 40°F or less		
All raw chicken is within its expiration time		
No spoiled chicken in use		
Batter Cart	✓	✓
Batter cart is operable and in good condition		
Batter cart smallwares are W/R/S every 4 hrs		
Other Critical Violations	✓	✓
No evidence of Team Member illness		
No drainage issues		
No food products on the floor		

FOOD SAFETY ACTION NOTES



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Day: **Thu**- Date: _____**AM**

Manager On Duty AM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 1 of 4

☐ Fready has been updated, and cooking schedule is printed and in use

☐ Delivery tablet on and activated (if applicable)
**Notes****Deployment Chart**

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	Expedite		☐
DT Cashier	Expedite		☐
Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up

**Rally Cry**

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	

**AM Shift Prep Sheet**

Slaw	Bags	
	Small	
	Large	
Biscuit	1/2 Trays	
	Full Trays	
Peppers	Singles	
	5 Pack	
Corn	Each	
Mac	Pans	
Iced Tea	1/2 Gallons	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Opening Thaw Pull

Chubs	Mac	
Tenders	Bags	
Sandwich Buns	Bags	
Miscellaneous		

Detail Cleaning Assignment – AM

	Assigned To	Verified By
Dining Room	Ceiling tiles/Light covers/Queuing poles	
Outside	Drains & covers/DT menu board pad	
Back of House	Mop sink area/Sanitizer buckets	

Additional Cleaning Tasks

Daily 10 x 10

(These areas are to be spot cleaned, spot checked and organized daily before opening. AM Manager should verify and check off each completed area)

☐	3 Compartment Sink and Sanitizer Buckets Setup	☐	Restrooms
☐	Hand Wash Sinks	☐	Front Counter Service Area
☐	Outside Clean-Up	☐	Team Member Appearance
☐	Drive-Thru Lane	☐	Interior Windows, Doors and Ledges
☐	Dining Area	☐	Drive-Thru Window

Today's O.C.U. Daily Double

☐		☐	
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Shift Change Checklist

Task	Completed By: AM Mgr	Verified By: PM Mgr
Safe counted		
Inventory verified		
Waste recorded		
Cleaning tasks completed		
Training tasks completed		
Food Safety Log completed		
Leader's Path completed (AM)		
Leader's Path completed (PM)		



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Day: **Thu** - Date: _____

PM

Manager On Duty PM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 2 of 4



Fready has been updated, and cooking schedule is printed and in use



Delivery tablet on and activated (if applicable)



Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up



Rally Cry

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



Mid Shift Prep Sheet

Biscuit	1/2 Trays	
	Full Trays	
Corn	Each	
Mac	Pans	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Closing Prep Sheet

Spicy Chicken	White	
	Dark	
Batter Mix	Original	
	Spicy	
LTO		
Miscellaneous		

Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	Expedite		☐
DT Cashier	Expedite		☐
Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Detail Cleaning Assignment – PM

	Assigned To	Verified By
Walk-in Cooler	Light covers/Table tops/Ceiling	
Front of House	Condiment & utensil holders/ Cup & lid holders	
Back of House	Toaster/Biscuit pans	

Additional Cleaning Tasks

Closing Walkthrough

Dining Room/Restrooms	Completed By	Verified By
Windows cleaned		
Floors swept and mopped		
Table tops, counters, chairs, trash bins cleaned		
Condiment station cleaned and stocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Restrooms cleaned and stocked		
Front Counter/Drive Thru	Completed By	Verified By
All refrigeration and holding equipment cleaned		
Paper items restocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Tea equipment cleaned, liner discarded		
Expedite station cleaned & restocked with paper products		
Left over and expired cooked product discarded		
Back of the House	Completed By	Verified By
Hand washing sinks cleaned and restocked		
Fryers filtered and vent hood cleaned		
Batter cart cleaned		
Filter assembly and filter pan cleaned		
All refrigeration/freezers cleaned		
Holding cabinets and steamwells cleaned		
Biscuit oven, toaster, cookers, butter warmer cleaned		
Sandwich station cleaned		
Prep tables cleaned and sanitized		
Walk-in cooler/freezer cleaned (door, floor, walls, shelves)		
BOH floors, walls, shelving cleaned		
Spicy chicken prepared for the next day		
Batter (Original & Spicy) prepared for next day		
Confirm tenders and chubs thawing based on prep sheet		
Smallwares & Cleaning Tools	Completed By	Verified By
Dishes washed		
3-compartment sink cleaned, chemicals restocked		
Mop sink and cleaning tools cleaned and organized		





Day: **Thu** - Date: _____

Daily Page 3 of 4

Food Safety Log AM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop of the day.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	
COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

EQUIPMENT TEMPERATURES		
Ambient air temp for refrigeration. Enter actual temp of all equipment listed.		
	TARGET TEMPERATURE RANGE	AM
Walk-in Cooler	34° - 38°F	
Biscuit Refrigeration	34° - 38°F	
Lowboy Refrigeration	34° - 38°F	
Sandwich Refrigeration	34° - 38°F	
Other Refrigeration	34° - 38°F	
Walk-in Freezer	0° ± 10°F	
Lowboy Freezer	0° ± 10°F	
Holding Cabinets - Protein	195°F	
Holding Cabinets - Sides	165°F	
Corn Cooker	160°F	
Cooker/Warmer	190°F	
Hot Water Dispenser	190°F	
Butter Warmer	145°F	
Steamwells	170°F	
French Fry Fryer (#1)	360°F	
Tenders Fryer (#2)	340°F	
Chicken Fryer (#3)	340°F	
Chicken Fryer (#4)	340°F	
Chicken Fryer (#5)	340°F	
Chicken Fryer (#6)	340°F	
Hand Wash Sink	min 100°F	
PROTEIN FIFO DATE CHECK		DATE
Chicken Case Use By Date	FIFO	
Spicy Chicken Use By Date	FIFO	
Tenders Use By Date (thawed)	FIFO	

Best Practice: complete this section before cooking first batch of chicken of the day.

Food Safety Log PM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop after afternoon fryer filtering.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	

COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

SHORTENING QUALITY TEST (✓ = OK, X = change)			
Fryer furthest from 360° Fryer	At Opening	After First Filtering	At Closing

Test shortening in Fryer furthest from the 360°F Fryer (#4, #5 or #6 depending on number of fryers in restaurant). Mark "✓" (if shortening quality is acceptable), mark "X" (if shortening must be discarded).

Food Safety Top 12 (AM Only)

FOOD SAFETY CRITICAL	AM
Document issues & corrective actions.	
Health Violations	✓
Most recent inspection available	
All violations have been corrected	
Approved Products	✓
Only approved products, packaging, & chemicals are in use	

Food Safety Top 12 (AM/PM)

FOOD SAFETY CRITICAL	AM	PM
Document issues & corrective actions.		
Hand Washing	✓	✓
Hot & cold water available		
Soap, paper towels, trash can		
Clean and free from obstruction		
Time and Temperature Control	✓	✓
Food Safety Log completed		
All food products have time controls		
Hot Water	✓	✓
All sinks meet hot water standards		
Sanitizing	✓	✓
Sanitizer water in 3C sink & sanitizer buckets tested, meets minimum PPM standards		
Cross Contamination	✓	✓
Required tongs available, stored so handles do not touch product		
Smallwares that are in constant contact with food are W/R/S every 4 hrs		
Pest Activity	✓	✓
Restaurant free of insects and rodents		
Most recent pest service report available		
Cook-outs	✓	✓
Shift Cook-outs completed. Missed Cook-outs have Action Plan notes.		
Raw Chicken	✓	✓
Raw chicken is held at 40°F or less		
All raw chicken is within its expiration time		
No spoiled chicken in use		
Batter Cart	✓	✓
Batter cart is operable and in good condition		
Batter cart smallwares are W/R/S every 4 hrs		
Other Critical Violations	✓	✓
No evidence of Team Member illness		
No drainage issues		
No food products on the floor		

FOOD SAFETY ACTION NOTES



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Day: Friday- Date: _____

AM

Manager On Duty AM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 1 of 4



Fready has been updated, and cooking schedule is printed and in use



Delivery tablet on and activated (if applicable)



Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	Expedite		☐
DT Cashier	Expedite		☐
Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Detail Cleaning Assignment – AM

		Assigned To	Verified By
Back of House	Marinator/Biscuit cooler		
Front of House	Drink machine/Ice bin		

Additional Cleaning Tasks

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



AM Shift Prep Sheet

Slaw	Bags	
	Small	
	Large	
Biscuit	1/2 Trays	
	Full Trays	
Peppers	Singles	
	5 Pack	
Corn	Each	
Mac	Pans	
Iced Tea	1/2 Gallons	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Opening Thaw Pull

Chubs	Mac	
Tenders	Bags	
Sandwich Buns	Bags	
Miscellaneous		

Daily 10 x 10

(These areas are to be spot cleaned, spot checked and organized daily before opening. AM Manager should verify and check off each completed area)

☐	3 Compartment Sink and Sanitizer Buckets Setup	☐	Restrooms
☐	Hand Wash Sinks	☐	Front Counter Service Area
☐	Outside Clean-Up	☐	Team Member Appearance
☐	Drive-Thru Lane	☐	Interior Windows, Doors and Ledges
☐	Dining Area	☐	Drive-Thru Window

Today's O.C.U. Daily Double

☐		☐	
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Shift Change Checklist

Task	Completed By: AM Mgr	Verified By: PM Mgr
Safe counted		
Inventory verified		
Waste recorded		
Cleaning tasks completed		
Training tasks completed		
Food Safety Log completed		
Leader's Path completed (AM)		
Leader's Path completed (PM)		



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Day: Friday- Date: _____

Have you done your Leader's Path today? Attach it here!

PM

Manager On Duty PM: _____

Motivation for the Team Today

Daily Page 2 of 4



Fready has been updated, and cooking schedule is printed and in use



Delivery tablet on and activated (if applicable)



Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up



Rally Cry

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



Mid Shift Prep Sheet

Biscuit	1/2 Trays	
	Full Trays	
Corn	Each	
Mac	Pans	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Closing Prep Sheet

Spicy Chicken	White	
	Dark	
Batter Mix	Original	
	Spicy	
LTO		
Miscellaneous		

Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	Expedite		☐
DT Cashier	Expedite		☐
Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Detail Cleaning Assignment – PM

	Assigned To	Verified By
Restrooms	Mirrors/Artwork/Drains & covers	
Office	Doors & handles/Light covers/Drains & covers	

Additional Cleaning Tasks

Closing Walkthrough

Dining Room/Restrooms	Completed By	Verified By
Windows cleaned		
Floors swept and mopped		
Table tops, counters, chairs, trash bins cleaned		
Condiment station cleaned and stocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Restrooms cleaned and stocked		
Front Counter/Drive Thru	Completed By	Verified By
All refrigeration and holding equipment cleaned		
Paper items restocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Tea equipment cleaned, liner discarded		
Expedite station cleaned & restocked with paper products		
Left over and expired cooked product discarded		
Back of the House	Completed By	Verified By
Hand washing sinks cleaned and restocked		
Fryers filtered and vent hood cleaned		
Batter cart cleaned		
Filter assembly and filter pan cleaned		
All refrigeration/freezers cleaned		
Holding cabinets and steamwells cleaned		
Biscuit oven, toaster, cookers, butter warmer cleaned		
Sandwich station cleaned		
Prep tables cleaned and sanitized		
Walk-in cooler/freezer cleaned (door, floor, walls, shelves)		
BOH floors, walls, shelving cleaned		
Spicy chicken prepared for the next day		
Batter (Original & Spicy) prepared for next day		
Confirm tenders and chubs thawing based on prep sheet		
Smallwares & Cleaning Tools	Completed By	Verified By
Dishes washed		
3-compartment sink cleaned, chemicals restocked		
Mop sink and cleaning tools cleaned and organized		





Food Safety Log AM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop of the day.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	
COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

EQUIPMENT TEMPERATURES		
Ambient air temp for refrigeration. Enter actual temp of all equipment listed.		
	TARGET TEMPERATURE RANGE	AM
Walk-in Cooler	34° - 38°F	
Biscuit Refrigeration	34° - 38°F	
Lowboy Refrigeration	34° - 38°F	
Sandwich Refrigeration	34° - 38°F	
Other Refrigeration	34° - 38°F	
Walk-in Freezer	0° ± 10°F	
Lowboy Freezer	0° ± 10°F	
Holding Cabinets - Protein	195°F	
Holding Cabinets - Sides	165°F	
Corn Cooker	160°F	
Cooker/Warmer	190°F	
Hot Water Dispenser	190°F	
Butter Warmer	145°F	
Steamwells	170°F	
French Fry Fryer (#1)	360°F	
Tenders Fryer (#2)	340°F	
Chicken Fryer (#3)	340°F	
Chicken Fryer (#4)	340°F	
Chicken Fryer (#5)	340°F	
Chicken Fryer (#6)	340°F	
Hand Wash Sink	min 100°F	
PROTEIN FIFO DATE CHECK		DATE
Chicken Case Use By Date	FIFO	
Spicy Chicken Use By Date	FIFO	
Tenders Use By Date (thawed)	FIFO	

Best Practice: complete this section before cooking first batch of chicken of the day.

Food Safety Log PM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop after afternoon fryer filtering.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	

COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

SHORTENING QUALITY TEST (✓ = OK, X = change)			
Fryer furthest from 360° Fryer	At Opening	After First Filtering	At Closing

Test shortening in Fryer furthest from the 360°F Fryer (#4, #5 or #6 depending on number of fryers in restaurant). Mark "✓" (if shortening quality is acceptable), mark "X" (if shortening must be discarded).

Food Safety Top 12 (AM Only)

FOOD SAFETY CRITICAL	AM
Document issues & corrective actions.	
Health Violations	✓
Most recent inspection available	
All violations have been corrected	
Approved Products	✓
Only approved products, packaging, & chemicals are in use	

Food Safety Top 12 (AM/PM)

FOOD SAFETY CRITICAL	AM	PM
Document issues & corrective actions.		
Hand Washing	✓	✓
Hot & cold water available		
Soap, paper towels, trash can		
Clean and free from obstruction		
Time and Temperature Control	✓	✓
Food Safety Log completed		
All food products have time controls		
Hot Water	✓	✓
All sinks meet hot water standards		
Sanitizing	✓	✓
Sanitizer water in 3C sink & sanitizer buckets tested, meets minimum PPM standards		
Cross Contamination	✓	✓
Required tongs available, stored so handles do not touch product		
Smallwares that are in constant contact with food are W/R/S every 4 hrs		
Pest Activity	✓	✓
Restaurant free of insects and rodents		
Most recent pest service report available		
Cook-outs	✓	✓
Shift Cook-outs completed. Missed Cook-outs have Action Plan notes.		
Raw Chicken	✓	✓
Raw chicken is held at 40°F or less		
All raw chicken is within its expiration time		
No spoiled chicken in use		
Batter Cart	✓	✓
Batter cart is operable and in good condition		
Batter cart smallwares are W/R/S every 4 hrs		
Other Critical Violations	✓	✓
No evidence of Team Member illness		
No drainage issues		
No food products on the floor		

FOOD SAFETY ACTION NOTES





Day: **Sat**- Date: _____

AM

Manager On Duty AM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 1 of 4

☐ Fready has been updated, and cooking schedule is printed and in use



☐ Delivery tablet on and activated (if applicable)



Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	Expedite		☐
DT Cashier	Expedite		☐
Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up



Rally Cry

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



AM Shift Prep Sheet

Slaw	Bags	
	Small	
	Large	
Biscuit	1/2 Trays	
	Full Trays	
Peppers	Singles	
	5 Pack	
Corn	Each	
Mac	Pans	
Iced Tea	1/2 Gallons	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Opening Thaw Pull

Chubs	Mac	
Tenders	Bags	
Sandwich Buns	Bags	
Miscellaneous		

Detail Cleaning Assignment – AM

	Assigned To	Verified By
Back of House	Tea urns/Ceiling tiles	
Outside	Building exterior/Flags & pennants	

Additional Cleaning Tasks

Daily 10 x 10

(These areas are to be spot cleaned, spot checked and organized daily before opening. AM Manager should verify and check off each completed area)

☐	3 Compartment Sink and Sanitizer Buckets Setup	☐	Restrooms
☐	Hand Wash Sinks	☐	Front Counter Service Area
☐	Outside Clean-Up	☐	Team Member Appearance
☐	Drive-Thru Lane	☐	Interior Windows, Doors and Ledges
☐	Dining Area	☐	Drive-Thru Window

Today's O.C.U. Daily Double

☐		☐	
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Shift Change Checklist

Task	Completed By: AM Mgr	Verified By: PM Mgr
Safe counted		
Inventory verified		
Waste recorded		
Cleaning tasks completed		
Training tasks completed		
Food Safety Log completed		
Leader's Path completed (AM)		
Leader's Path completed (PM)		



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Day: Sat- Date: _____

PM

Manager On Duty PM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 2 of 4



Fready has been updated, and cooking schedule is printed and in use



Delivery tablet on and activated (if applicable)



Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up



Rally Cry

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



Mid Shift Prep Sheet

Biscuit	1/2 Trays	
	Full Trays	
Corn	Each	
Mac	Pans	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Closing Prep Sheet

Spicy Chicken	White	
	Dark	
Batter Mix	Original	
	Spicy	
LTO		
Miscellaneous		

Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	Expedite		☐
DT Cashier	Expedite		☐
Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Detail Cleaning Assignment – PM

	Assigned To	Verified By
Front of House	Expedite Station	
Stockroom	Light covers/Table tops/Ceiling tiles	

Additional Cleaning Tasks

Closing Walkthrough

Dining Room/Restrooms	Completed By	Verified By
Windows cleaned		
Floors swept and mopped		
Table tops, counters, chairs, trash bins cleaned		
Condiment station cleaned and stocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Restrooms cleaned and stocked		
Front Counter/Drive Thru	Completed By	Verified By
All refrigeration and holding equipment cleaned		
Paper items restocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Tea equipment cleaned, liner discarded		
Expedite station cleaned & restocked with paper products		
Left over and expired cooked product discarded		
Back of the House	Completed By	Verified By
Hand washing sinks cleaned and restocked		
Fryers filtered and vent hood cleaned		
Batter cart cleaned		
Filter assembly and filter pan cleaned		
All refrigeration/freezers cleaned		
Holding cabinets and steamwells cleaned		
Biscuit oven, toaster, cookers, butter warmer cleaned		
Sandwich station cleaned		
Prep tables cleaned and sanitized		
Walk-in cooler/freezer cleaned (door, floor, walls, shelves)		
BOH floors, walls, shelving cleaned		
Spicy chicken prepared for the next day		
Batter (Original & Spicy) prepared for next day		
Confirm tenders and chubs thawing based on prep sheet		
Smallwares & Cleaning Tools	Completed By	Verified By
Dishes washed		
3-compartment sink cleaned, chemicals restocked		
Mop sink and cleaning tools cleaned and organized		





Day: Saturday- Date: _____

Daily Page 3 of 4

Food Safety Log AM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop of the day.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	
COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

EQUIPMENT TEMPERATURES		
Ambient air temp for refrigeration. Enter actual temp of all equipment listed.		
	TARGET TEMPERATURE RANGE	AM
Walk-in Cooler	34° - 38°F	
Biscuit Refrigeration	34° - 38°F	
Lowboy Refrigeration	34° - 38°F	
Sandwich Refrigeration	34° - 38°F	
Other Refrigeration	34° - 38°F	
Walk-in Freezer	0° ± 10°F	
Lowboy Freezer	0° ± 10°F	
Holding Cabinets - Protein	195°F	
Holding Cabinets - Sides	165°F	
Corn Cooker	160°F	
Cooker/Warmer	190°F	
Hot Water Dispenser	190°F	
Butter Warmer	145°F	
Steamwells	170°F	
French Fry Fryer (#1)	360°F	
Tenders Fryer (#2)	340°F	
Chicken Fryer (#3)	340°F	
Chicken Fryer (#4)	340°F	
Chicken Fryer (#5)	340°F	
Chicken Fryer (#6)	340°F	
Hand Wash Sink	min 100°F	
PROTEIN FIFO DATE CHECK		DATE
Chicken Case Use By Date	FIFO	
Spicy Chicken Use By Date	FIFO	
Tenders Use By Date (thawed)	FIFO	

Best Practice: complete this section before cooking first batch of chicken of the day.

Food Safety Log PM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop after afternoon fryer filtering.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	

COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

SHORTENING QUALITY TEST (✓ = OK, X = change)

Fryer furthest from 360° Fryer

At Opening	After First Filtering	At Closing

Test shortening in Fryer furthest from the 360° Fryer (#4, #5 or #6 depending on number of fryers in restaurant). Mark "✓" (if shortening quality is acceptable), mark "X" (if shortening must be discarded).

Food Safety Top 12 (AM Only)

FOOD SAFETY CRITICAL	AM
Document issues & corrective actions.	
Health Violations	✓
Most recent inspection available	
All violations have been corrected	
Approved Products	✓
Only approved products, packaging, & chemicals are in use	

Food Safety Top 12 (AM/PM)

FOOD SAFETY CRITICAL	AM	PM
Document issues & corrective actions.		
Hand Washing	✓	✓
Hot & cold water available		
Soap, paper towels, trash can		
Clean and free from obstruction		
Time and Temperature Control	✓	✓
Food Safety Log completed		
All food products have time controls		
Hot Water	✓	✓
All sinks meet hot water standards		
Sanitizing	✓	✓
Sanitizer water in 3C sink & sanitizer buckets tested, meets minimum PPM standards		
Cross Contamination	✓	✓
Required tongs available, stored so handles do not touch product		
Smallwares that are in constant contact with food are W/R/S every 4 hrs		
Pest Activity	✓	✓
Restaurant free of insects and rodents		
Most recent pest service report available		
Cook-outs	✓	✓
Shift Cook-outs completed. Missed Cook-outs have Action Plan notes.		
Raw Chicken	✓	✓
Raw chicken is held at 40°F or less		
All raw chicken is within its expiration time		
No spoiled chicken in use		
Batter Cart	✓	✓
Batter cart is operable and in good condition		
Batter cart smallwares are W/R/S every 4 hrs		
Other Critical Violations	✓	✓
No evidence of Team Member illness		
No drainage issues		
No food products on the floor		

FOOD SAFETY ACTION NOTES



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Day: Sunday- Date: _____

AM

Manager On Duty AM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 1 of 4



Fready has been updated, and cooking schedule is printed and in use



Delivery tablet on and activated (if applicable)



Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	Expedite		☐
DT Cashier	Expedite		☐
Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Detail Cleaning Assignment – AM

	Assigned To	Verified By
Front of House	Menu board/Floor/Counter	
Outside	Water plants/DT window pad	
Walk-in Freezer	Light covers/Air curtain/Walls	

Additional Cleaning Tasks

Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up



Rally Cry

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



AM Shift Prep Sheet

Slaw	Bags	
	Small	
	Large	
Biscuit	1/2 Trays	
	Full Trays	
Peppers	Singles	
	5 Pack	
Corn	Each	
Mac	Pans	
Iced Tea	1/2 Gallons	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Opening Thaw Pull

Chubs	Mac	
Tenders	Bags	
Sandwich Buns	Bags	
Miscellaneous		

Daily 10 x 10

(These areas are to be spot cleaned, spot checked and organized daily before opening. AM Manager should verify and check off each completed area)

☐	3 Compartment Sink and Sanitizer Buckets Setup	☐	Restrooms
☐	Hand Wash Sinks	☐	Front Counter Service Area
☐	Outside Clean-Up	☐	Team Member Appearance
☐	Drive-Thru Lane	☐	Interior Windows, Doors and Ledges
☐	Dining Area	☐	Drive-Thru Window

Today's O.C.U. Daily Double

☐		☐	
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Shift Change Checklist

Task	Completed By: AM Mgr	Verified By: PM Mgr
Safe counted		
Inventory verified		
Waste recorded		
Cleaning tasks completed		
Training tasks completed		
Food Safety Log completed		
Leader's Path completed (AM)		
Leader's Path completed (PM)		



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Day: Sunday- Date: _____

PM

Manager On Duty PM: _____

Have you done your Leader's Path today? Attach it here!

Motivation for the Team Today

Daily Page 2 of 4



Fready has been updated, and cooking schedule is printed and in use



Delivery tablet on and activated (if applicable)



Team Member Training Plan

Team Member	Pocket Guide	Assigned Trainer	Date Certified	RGM Follow Up



Rally Cry

TODAY'S SAT TRACK GOAL	# of Surveys:	OSAT:	EAP:
Shift Sales Goal:			
Items to suggestive sell:			
How we will display 5 Star Service:			
Drive-Thru Speed Goal (%):			
Actual DT Speed Performance for Shift (%):			

Rush Ready Station Activities

Station Card Checked?	✓
Prep Station	
Cook Station	
Front Counter	
Drive-Thru	



Mid Shift Prep Sheet

Biscuit	1/2 Trays	
	Full Trays	
Corn	Each	
Mac	Pans	
Miscellaneous		
All Honey Bottles filled?	☐ Yes	☐ No

Closing Prep Sheet

Spicy Chicken	White	
	Dark	
Batter Mix	Original	
	Spicy	
LTO		
Miscellaneous		

Notes

Deployment Chart

Primary Position	Secondary Duties	Name	Check In Before Clock In
Manager	Expedite		☐
DT Cashier	Expedite		☐
Cook	Fryer drops		☐
FC Cashier	Expedite		☐
Sandwich Station	Fryer drops/prep		☐
DT Order Taker	Expedite		☐

Detail Cleaning Assignment – PM

	Assigned To	Verified By
Dining Room	Thresholds/Floor/Drains & covers	
Walk-in Cooler	Air curtain/Floor/Drains & covers	
Back of House	Prep tables/walls/Signage, posters, bulletin boards	

Additional Cleaning Tasks

Closing Walkthrough

Dining Room/Restrooms	Completed By	Verified By
Windows cleaned		
Floors swept and mopped		
Table tops, counters, chairs, trash bins cleaned		
Condiment station cleaned and stocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Restrooms cleaned and stocked		
Front Counter/Drive Thru	Completed By	Verified By
All refrigeration and holding equipment cleaned		
Paper items restocked		
Drink station, ice bin and nozzles cleaned and sanitized		
Tea equipment cleaned, liner discarded		
Expedite station cleaned & restocked with paper products		
Left over and expired cooked product discarded		
Back of the House	Completed By	Verified By
Hand washing sinks cleaned and restocked		
Fryers filtered and vent hood cleaned		
Batter cart cleaned		
Filter assembly and filter pan cleaned		
All refrigeration/freezers cleaned		
Holding cabinets and steamwells cleaned		
Biscuit oven, toaster, cookers, butter warmer cleaned		
Sandwich station cleaned		
Prep tables cleaned and sanitized		
Walk-in cooler/freezer cleaned (door, floor, walls, shelves)		
BOH floors, walls, shelving cleaned		
Spicy chicken prepared for the next day		
Batter (Original & Spicy) prepared for next day		
Confirm tenders and chubs thawing based on prep sheet		
Smallwares & Cleaning Tools	Completed By	Verified By
Dishes washed		
3-compartment sink cleaned, chemicals restocked		
Mop sink and cleaning tools cleaned and organized		





Day: Sunday- Date: _____

Daily Page 3 of 4

Food Safety Log AM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop of the day.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	
COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

EQUIPMENT TEMPERATURES		
Ambient air temp for refrigeration. Enter actual temp of all equipment listed.		
	TARGET TEMPERATURE RANGE	AM
Walk-in Cooler	34° - 38°F	
Biscuit Refrigeration	34° - 38°F	
Lowboy Refrigeration	34° - 38°F	
Sandwich Refrigeration	34° - 38°F	
Other Refrigeration	34° - 38°F	
Walk-in Freezer	0° ± 10°F	
Lowboy Freezer	0° ± 10°F	
Holding Cabinets - Protein	195°F	
Holding Cabinets - Sides	165°F	
Corn Cooker	160°F	
Cooker/Warmer	190°F	
Hot Water Dispenser	190°F	
Butter Warmer	145°F	
Steamwells	170°F	
French Fry Fryer (#1)	360°F	
Tenders Fryer (#2)	340°F	
Chicken Fryer (#3)	340°F	
Chicken Fryer (#4)	340°F	
Chicken Fryer (#5)	340°F	
Chicken Fryer (#6)	340°F	
Hand Wash Sink	min 100°F	
PROTEIN FIFO DATE CHECK		DATE
Chicken Case Use By Date	FIFO	
Spicy Chicken Use By Date	FIFO	
Tenders Use By Date (thawed)	FIFO	

Best Practice: complete this section before cooking first batch of chicken of the day.

Food Safety Log PM

Thermometer Calibration Temperature (32 ± 2°F) _____

COOK-OUTS	TEMP
Perform on first product drop after afternoon fryer filtering.	
Bone in Wing (≥ 185°F)	
Thigh (≥ 185°F)	
Tenders (≥ 165°F)	
Chicken Fried Steak (≥ 165°F)	
Biscuits (≥ 180°F)	
LTO	
HOT PRODUCT	TEMP
TARGET TEMP: ≥ 145°F. Discard product if temp reaches 144°F or less.	
Original Dark/White	
Spicy Dark/White	
Tenders	
Biscuits	
Corn	
Hot Sides	
Sandwich Patties	
LTO	

COLD PRODUCT	TEMP
TARGET TEMP: ≤ 40°F. Discard product at or above 41°F.	
Spicy Dark/White	
Case Dark	
Case Mixed	
Original Batter	
Spicy Batter	
Tenders	
Biscuits	
Coleslaw	
LTO	

SHORTENING QUALITY TEST (✓ = OK, X = change)			
Fryer furthest from 360° Fryer	At Opening	After First Filtering	At Closing

Test shortening in Fryer furthest from the 360°F Fryer (#4, #5 or #6 depending on number of fryers in restaurant). Mark "✓" (if shortening quality is acceptable), mark "X" (if shortening must be discarded).

Food Safety Top 12 (AM Only)

FOOD SAFETY CRITICAL	AM
Document issues & corrective actions.	
Health Violations	✓
Most recent inspection available	
All violations have been corrected	
Approved Products	✓
Only approved products, packaging, & chemicals are in use	

Food Safety Top 12 (AM/PM)

FOOD SAFETY CRITICAL	AM	PM
Document issues & corrective actions.		
Hand Washing	✓	✓
Hot & cold water available		
Soap, paper towels, trash can		
Clean and free from obstruction		
Time and Temperature Control	✓	✓
Food Safety Log completed		
All food products have time controls		
Hot Water	✓	✓
All sinks meet hot water standards		
Sanitizing	✓	✓
Sanitizer water in 3C sink & sanitizer buckets tested, meets minimum PPM standards		
Cross Contamination	✓	✓
Required tongs available, stored so handles do not touch product		
Smallwares that are in constant contact with food are W/R/S every 4 hrs		
Pest Activity	✓	✓
Restaurant free of insects and rodents		
Most recent pest service report available		
Cook-outs	✓	✓
Shift Cook-outs completed. Missed Cook-outs have Action Plan notes.		
Raw Chicken	✓	✓
Raw chicken is held at 40°F or less		
All raw chicken is within its expiration time		
No spoiled chicken in use		
Batter Cart	✓	✓
Batter cart is operable and in good condition		
Batter cart smallwares are W/R/S every 4 hrs		
Other Critical Violations	✓	✓
No evidence of Team Member illness		
No drainage issues		
No food products on the floor		

FOOD SAFETY ACTION NOTES



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