

Restaurant Individual Training Record

Name.....

Date.....

Training Item	Staff Sign	Manager Sign	Date
Standards & Legislation- Uniform, Rota's, Sign in/ out sheets, Fire evacuation procedure, Fire exits, First Aid boxes.			
Staff Information- Breaks, Smoking, Mobile phones, Food & drink, Jewellery, Chewing gum.			
Restaurant- Tour, Opening/ closing procedures, Function sheets, Tables, Smoking, Glass washer, Menu's, Still room.			
Promotions- 25% Off for residents, Drinks offers, 2 for 1 on bar menu.			
Cellar- MORE TEXT ON FULL RESOURCE			
Serving- MORE TEXT ON FULL RESOURCE			
MORE TEXT ON FULL RESOURCE			
MORE TEXT ON FULL RESOURCE			