

Weekly Control Review

DAVID ARNOLD CULINARY CONSULTANTS

RUN THE SHIFT BEFORE IT RUNS YOU

Daily information becomes useful when management can see what keeps happening.

WEEK ENDING

GENERAL MANAGER

LOCATION

REVIEW DATE

1. WEEKLY PATTERN SCAN - COUNT THE EXCEPTIONS, THEN ASK WHY

CONTROL AREA	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total	
Prep / HOTS									
Guest Recovery									
Waste / Overproduction									
Remakes / Comps									
Voids / Discounts									
Labor / Staffing									
Equipment / Maintenance									
Open Handoff Items									

2. REPEATED ISSUE -> UPSTREAM CAUSE -> CORRECTIVE ACTION

Repeated issue	Likely upstream cause	Corrective action	Owner	Due

3. MANAGEMENT QUESTIONS

- ☐ What repeated three times or more?
- ☐ What cost money unnecessarily?
- ☐ What did guests notice?
- ☐ What did employees keep compensating for?
- ☐ What should be changed before next week?