

Sun Paradise-Hotels Management



Facility Name: _____

Department: _____

Policy No: _____

STANDARD OPERATING PROCEDURE

Employees Eating and Drinking in the Workplace

Policy: Restaurant employees will eat and drink in designated areas outside of the kitchen.

Procedure: All restaurant employees must:

1. Eat and drink in designated areas only, never in the work area. Eating (with the exception of cooks tasting foods to ensure quality) is NOT allowed in the production and service areas. Drinking from a closed beverage container is permitted in production area.
2. Chew gum or eat candy only in the area designated for employees to eat.

The restaurant manager will:

1. Observe employees to make sure that they are eating, drinking, and smoking only in designated areas.
2. Follow up as necessary.

Policy last revised on: _____