Daily Stock Control Checklist

Food	items to be checked daily	
Fresh cream cakes		
Cooked ham		
Cooked beef		
Cooked turkey		
Wrapped pies		
Unwrapped pies *		
Unwrapped cheese		
Instr	ructions to stock checker.	

The above items require checking daily.

Foods with an expired use-by-date should be **removed** and destroyed or where * returned to the supplier.

Once the check has been done and any necessary action taken initial the Daily Stock Control Record.

Daily Stock Control Record

Year 1997	Jan.	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sept.	Oct.	Nov.	Dec.
1.	MS											
2.	PRS											
3.	MS											
4.	TF											
5.	MS											
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