

Allow our Culinary Team to assist you in creating new recipes, plate designs, and garnishing techniques that will help increase your profits, reduce labor, and streamline ordering. Each dish will be prepared by a member of our culinary team. They will explain the products, ingredients, and cooking method for each dish presented.

Contact your Marketing Associate to schedule a Menu Consultation at Sysco Columbia.

### Standardizing Recipes

- Keep the recipe title simple and concise.
- When creating batch recipes, reference the number of servings the corresponding recipe will yield.
- Utilize prep notes as an introduction to the recipe (note: julienne the peppers ahead of time).
- Determine the portion size of each ingredient.
- List the ingredients in the exact order of use. Be sure to include portion size and account for yield for each ingredient.
- Recipe instructions should include a detailed Method of Production "MOP" – referencing equipment to use, temperatures, cooking times, mixer speeds and container sizes.
- Be sure to include garnish details in both the recipe and preparation instructions.

### Recipe Manual "Ingredients"

#### Table of Contents

Appetizers, salads, entrees, desserts, starches, sides, sauces, conversion chart

#### Conversion Chart

- Include Standard to Metric
- Common Equivalents (1 Dash = 1/8 TSP)
- Contents of Standard Cans
- Scoop and Ladle Equivalents
- Yield Chart
- Liquid to dry measurements

#### Standardized Recipes for all items on your menu

Include recipes and "MOP".

Ensure all recipes are tested before they become part of your manual.

#### Include corresponding photographs for all items on your menu.

Photograph the plates as they will be sold.

#### Protect your recipes

Use clear page protectors to avoid the "kitchen elements".

#### Training Your Kitchen Staff

- Provide your staff with solid recipes and color pictures.
- Remind your staff that a recipe manual will make their job easier and less stressful.

#### Training opportunities are present daily.

- During the preparation phase of the shift, review established recipe procedures during production.
- Shift meetings are a great time to recognize accomplishments in the kitchen and to discuss any new recipes.

#### The kitchen should have multiple copies of the Recipe Manual.

- Keep a master copy in the kitchen office.
- Each station should have their own copy.
- The Front of the House (FOH) should also have access to the recipe manual for server training.
- If appropriate, post photographs of plate presentations on a wall.
- Instruct on the proper use and provide your staff with the correct portioning tools (scales, measuring cups, scoops and ladles).
- The staff needs to buy into the system and adhere to the standardized recipes. Help them realize inconsistent food quality, and taste equal inconsistent sales.

#### A Chef's Perspective

**Question** – How can a recipe manual help me control my labor costs?

**Answer** – Using a recipe manual saves time and labor in training new cooks and kitchen personnel.

- A chef or kitchen manager has many fires burning, literally. Utilizing a recipe manual will give them one more tool to help train their staff. Show the prep-cook the "MOP" on marinara one time with the recipe manual. Then they can prepare it on their own referencing the manual.
- It also prevents you from being held hostage by your menu; there are recipes for every item.

**Question** – How can I control consistency and portion control?

**Answer** – With adherence to the recipes, the kitchen can produce a dish with the same specifications and quality each time.

- Anything that can be pre-portioned should be pre-portioned.
- Shortcutting leads to inconsistency.
- As the dishes are placed in the window have your expediter “inspect what you expect”.

**Question** – How will this recipe manual help me with my food cost?

**Answer** – By using standardized recipes practicing portion control becomes a habit for your staff.

- Scallops pre-portioned 4oz not a hand full.
- 1oz of dressing not a spoon full unless using a 1oz ladle.
- A dish can be ruined if improperly cooked or seasoned incorrectly.