Production records are required to meet Federal guidelines. These can be:
• Fully digital systems
• Partially digital systems
• Paper documentation

Production records can help with workflow and daily assignments, requiring less paperwork or work logs.

Good Practice Tips
• Complete production records with your team.
• Work closely with nutritional analysis and meal component worksheets for accurate data and audit readiness.
• Start and stop each day with production records.
• Document and gather information throughout the day.
• Keep tasks and systems simple.

Tips for Using Digital Records
• Streamline record-keeping with multiple locations/computer access.
• Purchase products using real-time perpetual inventory.
• Forecast kitchen production needs digitally.