



Hospitality and Catering

# Stock control and ordering

## Lesson 6

Learn how to control stock effectively to help contribute to business success.





# Temperature

Keeping stock at the correct temperature will ensure the food is safe to eat and less wastage.





# Temperatures

- Refrigerator 1 to 5°C
- Freezer approximately -18°C
- Dry storage rooms approximately 20°C (normal room temperature but not too warm)



# Used by dates and best before dates

All products must be checked,  
especially products for direct sale to  
customers.

Sandwiches

Drinks







# Used by dates and best before dates

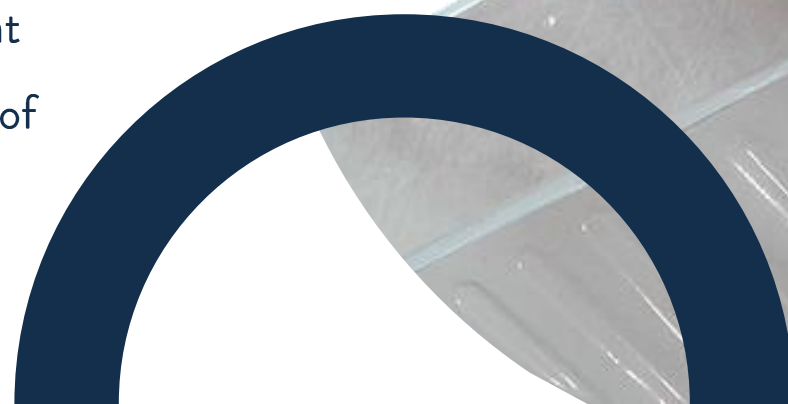
Regular checking of stock and stock rotation will help when producing products so ingredients are not wasted.





# Used by dates and best before dates

Prepared food that is placed back into storage must be labelled and have a date code or colour coding sticker placed on it to ensure that they are used within 2 to 3 days of preparation.





# Dealing with delivery waste

Remove excess packaging from all deliveries:

- Prevents cross contamination
- Takes up less space
- Reduce fire risk





# Dealing with delivery waste

Usually in the form of cardboard and plastic wrapping.







# Dealing with delivery waste

Cardboard: Compacted and recycled.

Plastic wrapping: Placed in correct the bin and recycled.

Wood Palettes: Stored outside for collection.





# Stock wastage recording

There will be times when stock is wasted and needs to be recorded correctly.





# Stock wastage recording

Making a note of the wastage in the 'waste book' will allow the stock taker to add this to the stock costings.





# Stock wastage recording

It prevents staff being accused of theft or bad practice.

It keeps an accurate account of food cost.







# Stock wastage recording

Follow legal procedures for disposing  
of food waste.

Follow hygiene procedures for  
disposing of food waste.





# Regular checking of stock in the kitchen

Never order new stock without  
first checking old stock.





# Regular checking of stock in the kitchen

Never let old stock run out  
completely without ordering new  
stock.





# Hourly checking stock

Keep customer refrigerators used for items such as sandwiches and drinks, topped up at regular intervals.







# Hourly checking stock

Daily deliveries require enough stock for the next day.

Weekly deliveries require enough stock for the week.

Monthly deliveries may be for specialist items.





# Revision Activity 6

**Why should you record  
any stock wastage?**