



////AGENDA

Product Quality

- Product quality overview

Tools for Product Quality

- Standard cards and job aids

Procedures

- Carry over procedures
- Rethermalizer procedures

Prep for Product Quality

- Prep & Hold System
- Prep Guide

Deliveries

- Receiving Deliveries
- Ingredient Receiving & Storage

Portioning for Product Quality

- Proper portioning
- Product removal process





What Is Product Quality?



Product Quality

WHAT IS PRODUCT QUALITY?

Product Quality is the standard we use to ensure our food is safe, fresh & accurate for our customers.

It's the responsibility of our Shift Leads to observe how the team is executing on product quality & that all deliveries received meet our product quality standards.

Your Role In Ensuring Product Quality

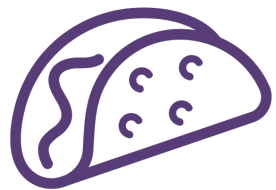
YOUR ROLE HAS SHIFTED FROM PREPPING AND MAKING FOOD TO:



Making decisions on how much food to prepare



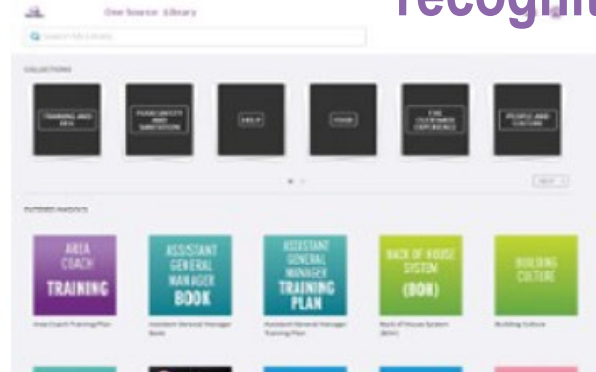
Coaching the team on prep, ingredient quality & making food



Overseeing final products and ensuring they are acceptable for our customers

Coaching Team Members

Coach on great product quality by making corrections, providing suggestions and giving recognition. *These are the tools to help coach your teams:*



New Hire and Experience Training:

Provides Team Members with a foundation of Food and Product Quality

Consistent training for each role & Experience

Ensures Team Members are working in their certified positions and trained properly

Standards Cards:

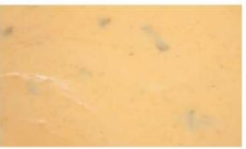
Step-by-step instructions on how to prepare each menu item

Use the cards to reference for coaching & recognition

Menu Item Builds:

Team Members can use the Menu Item Build Cards in OneSource or the copy in their restaurant to reference what product is in each restaurant

Queso



PREPARATION

Tools:

- 1/8 Stainless Steel Pan with Lid (Flat or Flanged)
- Hot Line Magnet or Hot Line Markers
- Safety Scissors or Bag Opener
- Yellow Glove
- Cooking Rack

- 1 Wash and sanitize your hands.
 - Put on Disposable Gloves.
- 2 Remove Queso from freezer following FIFO.
 - DO NOT THAW Heat from frozen.
 - Inspect the bag, if damaged or expired, DO NOT use. Tell the MIC.
- 3 Place Queso Bag in Cooking Rack. Do Not puncture the bag.
- 4 Put on Yellow Glove and place rack into rethermalizer.
 - Rethermalizer temperature should not be below 190°F.
- 5 Press 30 minutes bottom on cook timer.
- 6 When clear beeper after 30 minutes, put on a Yellow Glove and remove bag from water. Open bag with sanitized Safety Scissors or Bag Opener.
- 7 Pour Queso into a 1/8 Pan.

Cook: 30 minutes (DO NOT THAW)
Hold: 2 hours (Total F...)
Yield: About...
Texture: Creamy partic...
Color: Creamy speck...

FRONT LINE

- 1 Place pan on the restaurant's line.
 - Wipe hold on Hot Line N...
 - Stir every 10 cut improp...
- 2 Keep sauce at 180°F and 10 below 180°F

BACK-UP

- 1 Cover and place Lid. Place in be...

END OF DAY PREP

- 1 DO NOT carry...
 - Discard at en...

REQUIREMENTS

- TORTILLA 9.5"
- MEAT 0.2 oz
- SAUCE 2.5 oz
- BACON 1.5 oz

REQUIREMENTS

- TORTILLA 9.5"
- MEAT 0.2 oz
- SAUCE 2.5 oz
- BACON 1.5 oz

REQUIREMENTS

- TORTILLA 6.5"
- MEAT 0.2 oz
- SAUCE 2.5 oz
- BACON 1.5 oz

REQUIREMENTS

- TORTILLA 9.5"
- MEAT 0.2 oz
- SAUCE 2.5 oz
- BACON 1.5 oz

REQUIREMENTS

- TORTILLA 9.5"
- MEAT 0.2 oz
- SAUCE 2.5 oz
- BACON 1.5 oz

Menu Item Builds



Standard Cards & Job Aids

SEASONED BEEF QUALITY

Use this job aid to help determine if the Beef quality is acceptable. If not, please notify your MIC.

In Rethermalizer

Acceptable Grease | *Unacceptable Grease*

On The Line Seasoned Beef Consistency

Too Greasy | *OK Greasy* | *Too Watery* | *OK Watery* | **TARGET**

Seasoned Beef Chunkiness

TARGET

Post near Prep Area or near Rethermalizer

BEANS CONSISTENCY JOB AID

IDEAL
If Beans are within Ideal Zone, they are the correct thickness.

TOO THICK
If Beans are inside too thick range:
• Use the Green Dishier.
• Add 3.0 oz. of 190°F water from hot water dispenser.
• Stir with Rubber Spatula.

TOO THIN
If Beans are outside Ideal Zone:
• Cover Beans with flat lid.
• Place in heated cabinet for 20 minutes. (or until they reach proper thickness).

Discard Beans and Wrap

IDEAL CONSISTENCY ZONE

STEP 1
Place Bean Burrito Wrap on top of Job Aid.

STEP 2
Use the Green Dishier to drop 3 oz. of Beans on wrap.

STEP 3
If Beans are within Ideal Zone, they are the correct thickness.

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TARGET WEIGHT:
6.8 oz.

BEAN BURRITO

TORTILLA 10.25"

BEANS

RED SAUCE

ONIONS

CHEDDAR CHEESE

Standard Cards, Job Aids & Dietary Terms

Seasoned Refried Beans



Cook: 45 minutes rehydration time
Hold: 4 hours (total front line/back up hold time, NOT including 45 minute rehydration)
Yield: 1 bag = 144 oz.
Texture: Thick, smooth and
Color: Light brown

PREPARATION

- Tools:**
- 1/2 Stainless Steel Pan with Lid (Flat or Hinged)
 - Digital Thermometer
 - Hot Hold Time Magnet
 - Pitcher
 - Rubber Spatula
 - Safety Scissors or Bag Opener
 - Wet Erase Marker
 - Yellow Glove

1 Wash and sanitize your hands.
 • Put on Disposable Gloves.



2 Remove package of Beans from dry storage following FIFO.
 • Inspect the bag and check the use-by date. If damaged or expired, DO NOT use. Tell the MIC.



3 Wearing a Yellow Glove, fill Pitcher with Burns hot water to 3-quart line.
 • Hot Water Heater: "Ready" light is on and water at 190°F.



4 Pour water into a 1/3 Pan.
 • Use a Yellow Glove.



5 Open bag with Sanitized Safety Scissors or Bag Opener.



6 Slowly add 1 package of Beans to water in pan.
 • Water will have a slight reddish color.



7 Stir 30-45 seconds with Rubber Spatula.



8 Cover pan with a Flat Lid. Using a Wet Erase Marker, write a 45 minute ready time and 4 hour hold time on the front of the pan.



Potato Bites



Cook: 3 minutes (fry time), 30 seconds (drain time)
Pan Wash
Time: 4 hours
Hold: 2 hours Evo 208® box
Texture: Crisp exterior with moist interior
Color: Medium golden-brown

PREPARATION

- Tools:**
- 1/2 Fry Basket
 - 1/3 Cambro Pan
 - Evo Hold Time Magnet
 - Potato Bites False Bottom Ramp
 - Potato Bites Portion Tool
 - Safety Scissors or Bag Opener
 - Wet Erase Marker
 - Yellow Glove

1 Wash and sanitize your hands.
 • Put on Disposable Gloves.



2 Remove oldest bag of Potato Bites from reach-in following FIFO.
 • Inspect the bag and check the use-by date. If damaged or expired, DO NOT use. Tell the MIC.



3 Open bag with sanitized Safety Scissors or Bag Opener.



4 Fill basket to fill line. Fill basket on fry station prep table.
 • DO NOT fill basket over fryer. Batter crumbs in oil will decrease the life of the oil.



5 Return bag of Potato Bites to the reach-in immediately.



6 Shake fry basket over fry station prep table to release batter crumbs.



7 It is recommended to use a Yellow Glove when frying.



8 Check the fryer temperature by pushing the thermometer button on front of panel.
 • temperature should be 350° F.
 • If below 350° F DO NOT USE. Tell MIC



9 Carefully lower fry basket into the fryer.
 • DO NOT fry other products while frying Potato Bites.



10 Press the "Potato Bites/Hash Browns" button on fry timer.



11 When timer beeps, remove fry basket and place on fry bracket to drain.



12 Pour Potato Bites into 1/3 Cambro Pan with a Potato Bite False Bottom Ramp.



13 Check quality:
 • Match to texture and color at the top of card. If the Potato Bites do not match, tell the MIC.



FRONT LINE

1 Place one pan of Potato Bites in the Evo Tower in the 208® box.
 • Do NOT store Potato Bites in the heated cabinet or 158° Evo Box.



CCP • Using the Wet Erase Marker, write the 4 hour pan wash time and two hour hold time on the Evo Hold Time Magnet.
 • If the Potato temperature falls below 140° F discard and tell MIC.



2 Place a clean, sanitized Potato Bites Portion Tool on the production line near the 208° Evo tower box.



END OF DAY PROCEDURES

1 DO NOT carryover.
 • Discard at end of expiration time and at end of day.



Food - Product Quality

Some of the dietary and lifestyle needs of our customers, and what they mean.:

Gluten Free: A food item not containing gluten

High Protein: A food item containing a lot of protein

Low Calorie: A food item that does not contain a lot of calories. Specifically something **Fresco** style

Vegan: A food item that does not contain any animal products

Vegetarian: A food item that does not contain any meat

What tools you will use for ensuring Product Quality during your shifts?

Prep Guide: Use to guide Team Members on how much of each ingredient to prep

Daily Restaurant Safety Checklist: Use to ensure that all Food Safety Standards are being met

TRED Board: Fill out the Deployment Chart on the TRED Board to make sure the right people are in the right places so they can work together effectively

Own Your Zone Cards: Use the Own Your Zone Cards to help prioritize tasks to make sure all Food Safety tasks are being correctly prioritized





Procedures



Closing & Opening Carryover Procedures

WHY IS PROPER PORTIONING OF CARRY OVER FOOD IMPORTANT?

Allows food to cool/reheat to correct temperatures within proper time. It's important for food quality when it comes to fresh food/carry over ratio.

WHY DO WE NEED TO MAINTAIN PROPER FOOD TEMPERATURES?

Bacteria grows when temperatures are in the danger zone between 40° F and 140° F.

WHY SHOULD WE NEVER PUT HOT FOOD DIRECTLY TO WALK-IN COOLER?

Food will not reach correct temperature zone within proper time & bacteria can grow.

WHAT COULD HAPPEN IF WE SERVE FOOD AT THE WRONG TEMPERATURE?

Serving time- temperature abused food will cause foodborne illnesses.

WHO IS AT AN INCREASED RISK FOR FOODBORNE ILLNESSES?

Pregnant women, infants and young children, older adults & people with weakened immune systems

CLOSING - INGREDIENT CARRYOVER PROCEDURES JOB AID

Use this job aid to help you correctly complete the Carryover Procedures during Closing.



IMPORTANT: Check the use by date and time, discard ingredients if less than 1 ½ hours remain. Red Chili Sauce and Pizza Sauce, discard ingredients if less than 3 hours remain. Notify MIC, DO NOT use. Follow all Food Safety Standards, including correct handwashing procedures, using clean and sanitized equipment/tools.

Name
that
step!

STEP 1



! Place three 1/6 False Bottoms inside a 1/6 Pan to prevent over filling pan.

STEP 2



Place a multipurpose bag inside the 1/6 Pan with three 1/6 False Bottoms.

STEP 3



Transfer carryover ingredients into multipurpose bag using a spatula and tie a knot.
-- NOTE: DO NOT overfill. Use additional bags, if needed. --

STEP 4



Load one multipurpose bag per cooking rack, close and clamp.
NOTE: DO NOT load cooking rack while it is upright or bag may tear.

STEP 5



Place cooking rack into the base rack of the Rethermalizer.
NOTE: Only one bag per cooking rack.

STEP 6



Place drain stopper, then place cooking racks with base racks into prep sink.

STEP 7



! Fill three Bus Tubs with ice from Drink Station, to ensure ice bath reaches proper temperature.

STEP 8



Fill prep sink with ice and cold water. Make sure only knot of bags are above water.

STEP 9



! Wait 45 minutes to allow ingredients to reach proper temperature.
NOTE: DO NOT remove cooking racks before 45 minutes.

STEP 10



Remove cooking racks from base racks, stack horizontally into Bus Tub, label with hold time and use by date. Store in walk-in cooler, hold time is 24 hours.
NOTE: Five cooking racks per Bus Tub. Return base rack(s) to Rethermalizer.

OPENING - INGREDIENT CARRYOVER PROCEDURES JOB AID

Use this job aid to help you correctly complete the Carryover Procedures during Opening.



IMPORTANT: Check the use by date and time. Discard expired ingredients immediately, DO NOT use and tell MIC. Follow all Food Safety Standards, including correct handwashing procedures, using clean and sanitized equipment/tools. Wear heat resistant gloves as needed.

Name
that
step!

STEP 1



Remove carryover cooking racks from the walk-in cooler.

STEP 2



Cut open multipurpose bag using safety scissors.

STEP 3



! Check ingredient temperature using a digital thermometer and record temperature on Food Safety Checklist.

CCP NOTE: Discard, if temperature is above 40° F. DO NOT use, tell MIC.

STEP 4



Place carryover multipurpose bag into a new multipurpose bag. Tie a knot.

STEP 5



! Puncture outer multipurpose bag on both sides of cooking rack, close and clamp. Place cooking rack into the base of the Rethermalizer. Cook for 30 minutes.

STEP 6



! Remove multipurpose bag from Rethermalizer and gently massage to loosen ingredient.

STEP 7



! Cut open multipurpose bag using safety scissors, cut directly under the knot. Check ingredient temperature using a digital thermometer and record temperature on Food Safety Checklist.

CCP NOTE: Re-bag and cook for 5 additional minutes, if temperature is below 165° F. Discard, if temperature is still below 165° F. DO NOT use, tell MIC.

STEP 8



Prepare fresh batch to mix with carryover ingredient, use chart to the right. Pour carryover ingredient into fresh batch, stir and mix using a spatula.

STEP 9



Cover pan with lid and write hold time on front of the pan using a wet erase marker.

Authorized Ingredient	Carryover Amount	Fresh Amount
Seasoned Beef	1 bag	2 bags (10 lbs.)
Seasoned Refried Beans	1 bag	1 bags (9 lbs.)
Grilled Chicken	1 bag	2 bags (2.5 lbs.)
Steak	1 bag	2 bags (2.5 lbs.)
Nacho Cheese Sauce	1 bag	DO NOT MIX
Red Chili Sauce	1 bag	DO NOT MIX
Pizza Sauce	1 bag	DO NOT MIX
Chili*	1 bag	1 Batch

*Regional Item

10 Steps for Proper Rethermalizer Procedures

1.



Wash & sanitize your hands
Put on disposable gloves

2.



Remove thawed chicken from the walk-in cooler following FIFO.
Inspect the bag & check the use-by date. If damaged or expired, DO NOT use. Tell MIC

3.



Place bag in Cooking Rack. Puncture through both sides of the bag.

4.



Use a yellow glove when rethermalizing.
Rethermalizer temperature should be below 190F

5.



Place rack into rethermalizer.
Press "Chicken" button to cook timer.

6.



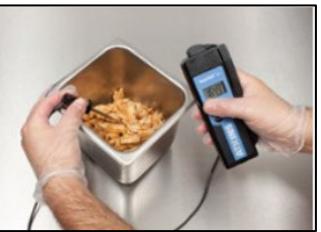
When timer beeps, after 30 minutes, put on a yellow glove & remove bag from the rethermalizer. Open bag with sanitized Safety Scissors or Bag Opener.

7.



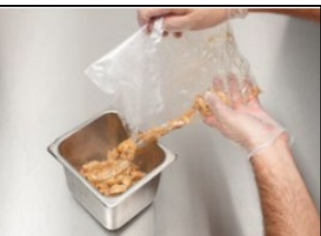
Pour chicken into 1/6 Pan.

8.



Check temperature: Chicken must be 165F or higher. If temperature is below 165F, tell the MIC.

9.



If temperature is at 165F or higher, a second bag maybe be added to 1/6 pan.

10.



Check quality:
Match to texture & color at the top of the card. If the chicken does not match, tell the MIC





Prep for Product Quality



Prep & Hold System

WHAT IS THE PURPOSE OF THE PREP & HOLD SYSTEM?

The Prep & Hold system is a tracking tool we use to identify the expiration time of our ingredients. We use this system to ensure product quality for our customers.

What tools do we use to simplify the Prep & Hold Process?

Hold Time Magnets and Markers are the tools we use to identify expiration dates and times on our prepped products. Properly clean the magnet by taking it off the production line and wiping it off with a wet paper towel.

PREP & HOLD SYSTEM BEST PRACTICES

- Use FIFO to keep track of foods.
- Prep and Hold System is a CORE requirement.
- Make sure to fill out the Prep Guide.
- For pre-fried Flatbread, record its 2 hour expiration time on the LTO spaces on the tortilla magnet.
- The 24 hour hold time for Nacho Chips should be written on the Chip Tower itself, using the dry erase pen.

Prep & Hold System Continued

STICKER LABELS

When to use:

Ingredients NOT placed in the heated cabinet and NOT listed on a hold time magnet. .

How to use:

- Use Zenput label system if available.
- Use Sticker Labels for items that are hard to write on or when marker ink will smear.
- Use Wet Erase Marker to write on the Sticker Label in a dry, room temperature surface before applying to item in a moist environment to avoid ink from smearing.
- Place $\frac{1}{4}$ or $\frac{1}{2}$ of sticker label on edge of bus tub to avoid sticker residue.

FOOD SAFETY

If a marker or magnet falls on the floor, properly clean it and sanitize it with a blue sanitized towel. Then, wash, and sanitize hands.

- If ink gets on gloves, remove gloves, wash and sanitize hands.
- Always put on new gloves if moving back into a role.

BOXES

Benefits:

Execute FIFO with deliveries and easier ordering.

How to use:

- Night before delivery, write a large "check" mark using a Large Marker on every case that is a perishable item. Following FIFO, boxes with check marks should be placed in the front and used first. Boxes with multiple check marks are the oldest and have sat through multiple deliveries.
- For any thawed ingredients write the ready date and time and use-by date and time directly on the box with the Large Marker.

POTS & PANS

What to mark on:

- Coffee Pot
- Ingredients that ARE placed in the heated cabinet and are NOT listed on a hold time magnet.

How to mark on:

- Use a Wet Erase Marker to write on the front of the pan.
- Make sure pans are grease free, cool and dry.
- Remove markings by washing the pan.

Use The Prep Guide To Ensure Product Quality

Company: QSR Store 27347 - Taco 24 HR Prep Guide V2
Date: 12/14/2021

PREP Time DAYPART	Pre-4AM 05:00 AM - 07:00 AM WHITE			PRE 10AM 07:00 AM - 11:00 AM WHITE			10AM-11AM 11:00 AM - 03:00 PM GREEN			2PM-3PM 03:00 PM - 05:00 PM YELLOW			2PM-5PM 05:00 PM - 09:00 PM ORANGE			2PM-6PM 09:00 PM - 01:00 AM RED			12AM-1AM 01:00 AM - 05:00 AM WHITE					
	Initials	Qty Needed	1st Drop	Initials	Qty Needed	1st Drop	Initials	Qty Needed	1st Drop	Initials	Qty Needed	1st Drop	Initials	Qty Needed	1st Drop	Initials	Qty Needed	1st Drop	Initials	Qty Needed	1st Drop			
	Qty Needed	1st Drop	2nd/3rd Drop	Qty Needed	1st Drop	2nd/3rd Drop	Qty Needed	1st Drop	2nd/3rd Drop	Qty Needed	1st Drop	2nd/3rd Drop	Qty Needed	1st Drop	2nd/3rd Drop	Qty Needed	1st Drop	2nd/3rd Drop	Qty Needed	1st Drop	2nd/3rd Drop			
HOT INGREDIENTS																								
4 HOUR																								
BEEF (Bag / Bolsas)	0.10			0.24			2.00	10		3.37			7.23			3.03						0.1c		
BEANS (Bag / Bolsas)	0.10			0.13			1.24	2		0.68			1.46			0.63						0.1c		
BLACK BEANS (Bag / Bolsas)	0.10			0.10			1.63	2		0.54			1.16			0.44						0.1c		
CHICKEN (Bag / Bolsas)	0.10			0.62			3.72	10		3.28			7.08			3.00						0.1c		
STEAK (Bag / Bolsas)	0.10			0.62			3.72	4	5	3.28			7.10			3.01						0.1c		
SEASONED RICE (Packet / Cuchara)	0.10			0.58			3.16	4	4	3.05			6.56			2.79						0.1c		
BORITOS TACO SHELLS (10/ Black B)	0.10			0.10			1.10	5	5	0.41			0.84			0.38						0.1c		
COLD INGREDIENTS																								
3 CHEESE BLEND (Bag / Bolsas)	0.10			0.27			3.74			1.40			3.02			1.28						0.10		
CHEDDAR CHEESE (Bag / Bolsas)	0.10			0.10			1.37			0.51			1.11			0.47						0.10		
LETTUCE SHRED (Bag / Bolsas)	0.10			0.10			2.73			1.02			2.20			0.92						0.10		
ONIONS DICED (#12 Sop / Cucharon #1)	0.10			0.26			3.60			1.37			2.96			1.22						0.10		
SOUR CREAM (Tubes / Tubos)	0.10			0.51			7.18			2.66			5.80			2.40						0.10		
TOMATOES DICED (Bag / Bolsas)	0.10			0.10			1.27			0.47			1.02			0.43						0.10		

PREP Time	6AM-7AM			2PM-3PM			AS NEEDED		
DAYPART:	07:00 AM - 03:00 PM			03:00 PM - 11:00 PM			05:00 PM - 01:00 AM		
	WHITE			YELLOW			WHITE		
	Initials	Qty Needed	1st Drop	Initials	Qty Needed	1st Drop	Initials	Qty Needed	1st Drop
SAUCES / FRONT LINE									
RED SAUCE (Bag / Bolsas)		0.49			0.69			0.52	
NACHO CHEESE (Bag / Bolsas)		4.89			6.55			5.21	
GUACOMOLE (Tubes / Tubos)		0.34			0.45			0.36	
BACON (#12 Sop / Cucharon #12)		0.10			0.10			0.10	

Prep Time: Timeframe prep should be completed.

Daypart: This is the timeframe you will be using the food prepped during that prep time.

Product name and unit of measurement

Qty needed to prep based on forecasted sales. You can't make a partial bag so round up. Odd numbers are okay.

This is where you write what you are going to prep. Use your best judgement. If you are unable to drop everything at one time, you can split your drops into 2. Look at your sales and what you already have prepped before deciding your needs.

Once you have verified your prep has been completed as per plan, don't forget to initial here. This shows you agree with the prep and are owning it as an MIC. Core will looking that the prep guide is filled out properly, including initialing.

This section does not need to match the prep guide because we use the Just in Time Prep method. Use this section to determine your prep needed for tomatoes so you can prep for the entire day.

- For each daypart, the Prep Guide suggests the amount of food that you need based on previous weekly trends.
- Take note that this is just a guide and ultimately you know if you need to prep more or less food depending on sales.
- Utilize sales forecast vs actual sales to determine adjustment.
- What you prep has to match what you write on the prep guide. Once the food has been dropped, pulled and prepped then you initial that it has been completed.
- All of the pages need to be filled out daily.



Product Quality for Deliveries & Portioning












Product Quality Receiving Delivery Best Practices

All food and beverage your restaurant purchases, receives, or uses must be Taco Bell-approved, and come from YUM-approved distributors and suppliers. If your restaurant receives unapproved item, the MIC must call the One Line at 800-767-5147

- Use a sanitized thermometer to check delivery temperatures for the following products:
 - Seasoned Beef
 - Chicken
 - Steak
 - Cheddar Cheese and 3-Cheese Blend
 - Lettuce
- To check a delivery temperature, fold the package of product over the thermometer probe, or hold the probe between two packages of the same product. DO NOT puncture the package. Record each delivery temperature on the invoice.
- Check the minimum time remaining for all ingredients. Check the use-by date. If the use-by date has expired, DO NOT accept the product.
- Check the quality of all products. If a product or container appears moldy or spoiled, DO NOT accept the product. If any container is severely body-dented, moderately seam-dented, rusted, torn, swollen, or damaged in any way, DO NOT accept the product
- Use the Prep and Hold System to identify all expiration dates/times.

Review & Study Target Weight & Portioning Handouts

TARGET WEIGHTS & PORTIONING TOOLS

Ingredient	Portioning Tool	Weight Per Portion
Beans	 Red Dishers	1.5 oz.
Beans	 Green Dishers	3.0 oz.
Beef	 Beef Tool	1.5 oz.
Black Beans	 Teal Scoop	1.5 oz.
Cheese	 Blue Scoop	1.0 oz.
Chicken	 Purple Spoodle	1.4 oz.
Steak	 Ivory Spoodle	
Eggs	 Red Dishers	1.0 oz.
Guacamole	 Maroon Dishers	0.75 oz.
Pico De Gallo	 Purple Scoop	0.75 oz.
Rice	 Yellow Dishers	1.3 oz.
Pizza Sauce	 1 Ladle	1.0 oz.
Nacho Cheese	 1 Pump	0.7 oz.
Red Sauce	 1 Pump	0.8 oz.
Potato Bites	 Potato Bites Basket	Portions will vary 3.0 oz. (top bar), 1.5 oz. (between)
Sour Cream	 SC Dispenser	0.6 oz. 1 click
Use for Tomatoes, Lettuce, Cheese, Onions		
1 Finger 	2 Finger 	4 Finger 
0.25 oz.	0.50 oz.	1.0 oz.
"Z Method" 	Line 	
0.50 oz.	0.20 oz.	

TARGET WEIGHTS & PORTIONING TOOLS

THE ICONIC ITEMS	
MENU ITEM	TARGET WEIGHT
Crunchy Taco	2.9 oz.
Soft Taco	3.4 oz.
Crunchy Taco Supreme	4.0 oz.
Beefy 5-Layer Burrito	8.1 oz.
Chicken Chipotle Melt	3.0 oz.
Mexican Pizza	7.9 oz. (Dine In)
Soft Taco Supreme	4.5 oz.
Chicken Quesadilla	6.6 oz.
Bean Burrito	6.8 oz.
Doritos Locos Tacos	3.0 oz.
Crunchwrap Supreme	9.3 oz.
Nachos Bell Grande	11 oz.
Beef Burrito Supreme	8.4 oz.
Beef Chalupa Supreme	5.4 oz.

FOOD PACKAGING JOB AID

Use this job aid to correctly bag and assemble orders.



SMALL BAG

Place 1-3 small items including:
 •Tacos
 •Desserts
 •Sides
 •Breakfast Crunchwrap®



MEDIUM BAG

Place 1-6 small or medium items including:
 •Nachos Supreme
 •Burritos
 •Chalupas
 •Breakfast Crunchwrap®



Place 1-4 items horizontally including:
 •Quesadillas
 •Crunchwrap Supreme®

NOTE: Items placed horizontally should remain in that position when served.



LARGE BAG

Place 1-3 large items including:
 •Power Bowl
 •Nachos Bell Grande®
 •Mexican Pizza



NOTE: Small and medium sized items may be added to large bag only if order contains a large item.

PARTY PACK

Use this packaging for all Party Pack orders. For multiple orders use XL Bag.



BIG BOX

Use this box packaging for all box orders. For multiple orders use XL Bag.



EXTRAS

Use the Cinnamon Twist bag to place extras:
 •Napkins
 •Sauce
 •Utensils
 •Straws



NOTE: Only use this procedure when order has Cinnamon Twists or Nachos.

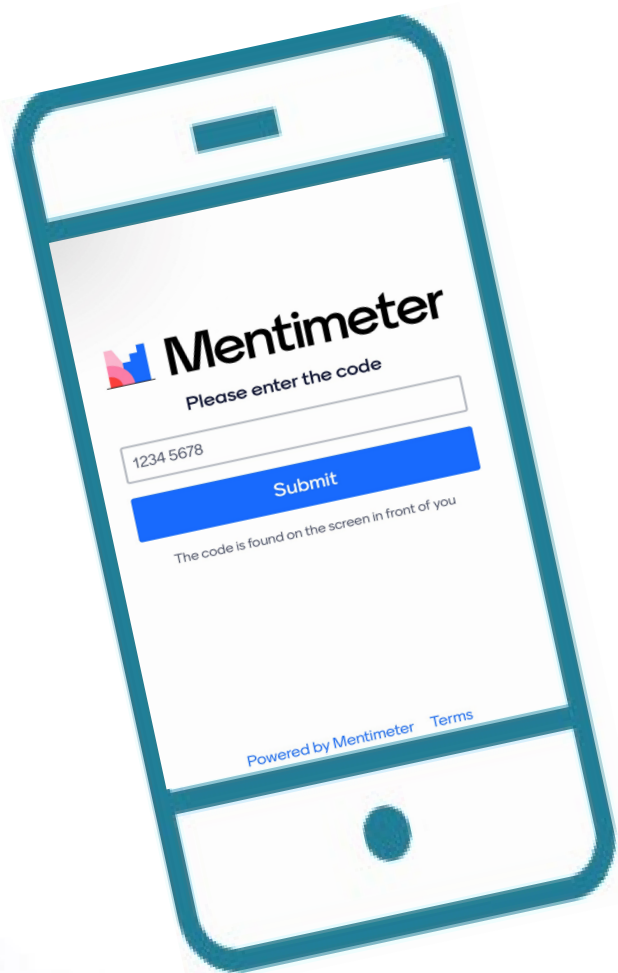
- ALWAYS:**
- ✓ Place heaviest item on bottom of bag
 - ✓ Place products flat
 - ✓ Triple check order
 - ✓ Seal bag or box with a sticker
 - ✓ Follow Taco Bell Policies & Standards

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POP QUIZ!

1. GRAB YOUR PHONE
2. GO TO YOUR WEB BROWSER
3. TYPE IN MENTI.COM
4. ENTER CODE ON THE SCREEN



Product Removal

Product Removal

- Follow instructions on QA Data Sheet.
- Let the RGM know.
- Call the QA hotline with any questions: 800-767-5147.

Health Department Inspection


- Be friendly; treat him like a customer.
- Ask for identification.
- Let him into back of house.
- Stay with him on his rounds.
- Take notes about the visit.
- Let him take food samples and take a second sample for QA.
- If you get a violation, ask questions and fix the problem.
- Get a copy of his report.
- Contact your supervisor and the QA hotline 800-767-5147 if Health Department finds critical issue or closes restaurant.

All Other food safety situations

- Contact the QA department at 800-767-5147 and your supervisor.
- If the situation involves a Customer use LAST to handle the situation and get their contact information.


Handling Food Safety Issues

QA Hotline:
800-767-5147




PRODUCT REMOVAL

- Follow instructions on QA Data Sheet.
- Let the RGM know.
- Call the QA hotline with any questions: **800-767-5147**.




HEALTH DEPARTMENT INSPECTION

- Be friendly; treat him like a customer.
- Ask for identification.
- Let him into the back of house.
- Stay with him on his rounds.
- Take notes about the visit.
- Let him take food samples and take a second sample for QA.
- If you get a violation, ask questions and fix the problem.
- Get a copy of his report.
- Contact your supervisor and the QA hotline **800-767-5147** if Health Department finds critical issue or closes restaurant.




MEDIA INQUIRIES

- Be polite.
- Do not answer any questions.
- Tell them to call the Public Relations Department at **949-863-3915**.



ALL OTHER FOOD SAFETY SITUATIONS

- Contact the QA department at **800-767-5147** and your supervisor.
- If the situation involves a Customer use LAST to handle the situation and get their contact information.



Revised 04/2016.

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Takeaways

Feedback

Questions

Thank You!