Ideas to Reduce Food Waste

Ordering	Food storage
❑ Check stock levels before ordering ❑ Consider seasonal and weekly variations ❑ Track your sales each week and adjust the amount of ingredients ordered ❑ Keep a record of any stock that is thrown away due to over-ordering ❑ Put one person in charge of purchasing ❑ Regularly review quality of stock delivered and provide feedback to suppliers ❑ Buy local produce if possible ❑ Where possible use seasonal fruit and vegetables in your menu ❑ Choose fruit and vegetables that will be ripe when you are ready to use them	❑ Seals on fridges and freezers should be checked and cleaned regularly ❑ Fridge temperature should be less than 5 degrees Celsius (5°C) ❑ Freezer temperature should be less than minus 18 degrees Celsius (-15°C) ❑ Storage areas should be kept dry and clean ❑ Food must be eaten by the 'use by' date ❑ Food can be eaten after the 'best before' date as long as it is still in good condition ❑ Perishable food should be marked with the preparation date ❑ Stock should be rotated: older at the front, newer at the back ❑ Store raw fish and meat at the bottom of your fridge so that they don't drip onto other foods ❑ Pack food in its correct storage areas as soon as it is delivered, especially fresh produce
Menu planning	**Preparation waste**
❑ Review menu regularly ❑ Use your specials menu to use up ingredients that are close to their use by date ❑ Think of ways that offcuts or 'leftovers' from one dish can be used for another ❑ Use core ingredients across the menu ❑ Design a lean menu using fewer ingredients ❑ Adjust or retire or revise menu items depending upon popularity and past ordering trends ❑ Offer different portion sizes and side orders so that customers can order as much as they would like to eat	❑ Employ 'nose to tail' cooking: Using the whole of an ingredient. This can apply to meat or fruit, vegetables and herbs. ❑ Avoid over- trimming of meat, fish and vegetables ❑ Use edible food items that are often thrown away: Keep skins on, use leaves in salads, use parsley stalks in stocks and soups ❑ Use excess meat and vegetables to make stock ❑ Prepare smaller amounts of a menu item so that food is not left over at the end of service ❑ Review your staff training. Do they have all of the skills that they need to minimise food waste?
Portion sizes	**Options for leftover and excess food**
❑ Get feedback on portion sizes from front of house staff and customers ❑ Observe which items are often returned uneaten or only partially eaten ❑ Offer different portion sizes and side orders ❑ Define portion sizes, then train staff to consistently deliver optimal portions	❑ Allowing customers to take home leftover food in a 'doggy bag' containers ❑ Contacting a food charity to pick up excess food free of charge

Action Plan

Action	Responsibility	Due Date	Status