

# INVENTORY MANAGEMENT

## Control Costs & Eliminate Waste



### STORAGE & ORGANIZATION

- ✓ Use FIFO method (First In, First Out) - rotate stock properly
- ✓ Label everything with receive dates and expiration dates
- ✓ Store items in clear, labeled containers at proper temperatures
- ✓ Keep dry storage organized by category with easy access
- ✓ Maintain separate areas for raw meats, produce, and prepared foods



### WASTE PREVENTION & TRACKING

- ✓ Track all waste daily - spoilage, prep waste, customer returns
- ✓ Use waste logs to identify patterns and problem ingredients
- ✓ Train staff on proper portion control and preparation techniques
- ✓ Review menu items with high waste and adjust recipes or remove
- ✓ Cross-utilize ingredients across multiple menu items when possible



### KEY METRICS TO MONITOR

Food Cost % (should be 28-32%) • Inventory Turnover Ratio (4-6 times/month) • Waste % (should be under 4%) • Variance Between Actual vs Theoretical Usage