

RPS Daily S.O.P. — Weekly Sheets by Area

RPSStop TheBleed
Restaurant Profit Systems

RPS Daily S.O.P. — Instructions

Updated November 2025

How to use these weekly sheets

Goal: one set per area, printed once per week. Keep tasks short and verifiable.

- 1. Define one task per row. Example: Refill and date sanitizer buckets.
- 2. Method and tools. Example: Quat sanitizer 200–400 ppm; 2 towels; wipe top to bottom.
- 3. Time window. Example: 2:30–2:45 PM.
- 4. Role. Exact station or position. Example: BOH Prep 2.
- 5. Daily check marks. Initials or time under M T W T F S S.

Example: Refill and date sanitizer buckets – Quat 200–400 ppm; 2 towels – 2:30–2:45 PM – BOH Prep 2 – daily initials.

Restaurant ProfitSystems

FOH Open S.O.P.

Updated November 2025

Front of House — Opening tasks

One sheet covers a full week for this area. Mark initials or time in the day columns.

[illegible]

Restaurant ProfitSystems

FOH Mid S.O.P.

Updated November 2025

Front of House — Mid-shift tasks

One sheet covers a full week for this area. Mark initials or time in the day columns.

[illegible]

Restaurant ProfitSystems

FOH Close S.O.P.

Updated November 2025

Front of House — Closing tasks

One sheet covers a full week for this area. Mark initials or time in the day columns.

[illegible]

Restaurant ProfitSystems

BOH Line Open S.O.P.

Updated November 2025

Back of House Line — Opening tasks

One sheet covers a full week for this area. Mark initials or time in the day columns.

[illegible]

Restaurant ProfitSystems

BOH Line Mid S.O.P.

Back of House Line — Mid-shift tasks

One sheet covers a full week for this area. Mark initials or time in the day columns.

[illegible]

Restaurant ProfitSystems

BOH Line Close S.O.P.

Updated November 2025

Back of House Line — Closing tasks

One sheet covers a full week for this area. Mark initials or time in the day columns.

[illegible]

BOH Kitchen Open S.O.P.

One sheet covers a full week for this area. Mark initials or time in the day columns.

[illegible]

BOH Kitchen Mid S.O.P.

One sheet covers a full week for this area. Mark initials or time in the day columns.

[illegible]

Restaurant ProfitSystems

BOH Kitchen Close S.O.P.

Updated November 2025

BOH Kitchen — Closing tasks

One sheet covers a full week for this area. Mark initials or time in the day columns.

[illegible]

Restaurant ProfitSystems

Bar Open S.O.P.

Bar — Opening tasks

One sheet covers a full week for this area. Mark initials or time in the day columns.

[illegible]

Restaurant ProfitSystems

Bar Mid S.O.P.

Bar — Mid-shift tasks

[illegible]

Restaurant ProfitSystems

Bar Close S.O.P.

Bar — Closing tasks

One sheet covers a full week for this area. Mark initials or time in the day columns.

[illegible]