FREE CHECKLIST | OPSEDGE HOSPITALITY

# Food Cost Leak Audit

Twenty-four places food cost leaks, in the order they usually show up. Walk it once a month, or any week food cost jumps two points.

**HOW TO USE THIS SHEET**

Walk the operation with this sheet on a clipboard: dock, walk-in, line, pass, dish pit. Mark each item OK or FIX. Anything marked FIX gets an owner and a date before you leave the building. Most kitchens find three to five real leaks on the first walk.

## Receiving

- [ ] Every delivery checked against the invoice: count, weight and price — OK / FIX
- [ ] Proteins weighed on a scale at the door, not taken on the label — OK / FIX
- [ ] Price changes flagged and the recipe cost card updated the same week — OK / FIX
- [ ] Credits for shorts and refusals actually show up on the next statement — OK / FIX

## Storage

- [ ] FIFO rotation, everything labeled and dated — OK / FIX
- [ ] Waste log on the walk-in door and filled in every shift — OK / FIX
- [ ] Walk-in and freezer temps logged (spoilage is food cost) — OK / FIX
- [ ] Pars set from usage, no case of anything older than its shelf life — OK / FIX

## Prep and yield

- [ ] Prep list built from the forecast, not habit — OK / FIX
- [ ] Yield tested on top proteins and produce this quarter — OK / FIX
- [ ] Trim used (staff meal, stock, specials) and tracked — OK / FIX
- [ ] Batch recipes written with yields, followed every time — OK / FIX

## The line

- [ ] Portion scales and the right scoops and ladles at every station — OK / FIX
- [ ] Plate specs with photos posted where the cooks can see them — OK / FIX
- [ ] Spot-check 5 plates a shift on the scale (an extra ounce on 6 oz is 17%) — OK / FIX
- [ ] Sides, sauces and garnish portioned, not free-poured — OK / FIX

## Front of house and POS

- [ ] Every plate that leaves the kitchen has a ticket — OK / FIX
- [ ] Comps and voids need a manager and a reason, reviewed weekly — OK / FIX

- [ ] Staff meal has a set menu and is logged OK / FIX
- [ ] Menu prices reviewed against current recipe cost this quarter OK / FIX

## The numbers

- [ ] Weekly count of the 40 to 60 items that make up 80% of food spend OK / FIX
- [ ] Food cost calculated against food sales, not total sales OK / FIX
- [ ] Actual vs theoretical checked monthly; a gap over 2 points gets a root cause OK / FIX
- [ ] Top 10 sellers costed to the current invoice price OK / FIX

**FOOD COST TARGET BANDS (OF FOOD SALES)**

| | |
|---|---|
| Full service | **28 to 34%** |
| Quick service | **28 to 32%** |
| Pizza | **20 to 28%** |
| Steakhouse | **35 to 40%** |
| Fine dining / private club | **30 to 36%** |

**OPERATOR NOTE**

One point of food cost on $1.5M in food sales is $15,000 a year. Fix the biggest dollar leak first, not the easiest one.

**Read the full guide, with worked examples and the formulas: opsedgehospitality.com/food-cost-guide**

Run your own numbers with the free calculators at opsedgehospitality.com/free-tools. Ready-made workbooks and playbooks: opsedgehospitality.com/shop