

Table Servant Guidelines

1. Personal Sanitation guidelines.
 1. Present a clean appearance by bathing, wearing clean clothing, clean fingernails.
 1. Get a clean apron if yours gets soiled.
 2. Wash hands with soap and water before beginning work and at anytime after a restroom break and after eating.
 3. Refrain from scratching body or messing with hair, wash afterwards with soap and water before resuming work.
2. Work station sanitation guidelines
 1. You are responsible to clean up all spills at your table.
 2. Keep a rag at the table stand at all times
 3. Utilize paper towels on table for table spills.
 4. Wipe down table and chairs during breaks.
 5. Pick up and debris from floor promptly.
3. Safe Food handling
 1. Wash hands with soap and water.
 2. Wear gloves.
 3. Inspect all cups, ice, plates, cutlery for cleanliness before serving.
 4. Hot foods serve hot – 140 degrees+.
 5. Cold foods serve cold – 40-45 degrees.
4. Serving procedures
 1. Pick up cleaning material from Sanitation Station.
 2. Pick up cups, coffee condiments, and beverages at Beverage Station.
 1. Please hand carry beverage pitchers-**do not use trays.**
 3. Pick up cutlery, condiments, and food on Serving Table.
 1. Pick up items that are in the marked space on the table for **your Family Table ONLY.**
 1. **Please do not pick up another family tables food.**
 4. Serve our resident participants first. Then serve table leaders.
 5. Promptly return serving trays to the Sanitation Station. Not doing so will delay food flow.
5. Utilize the orderly flow of service:
 1. Sanitation Station
 2. Beverage Station
 3. Food Station
6. Do and Do nots
 1. Please stay out of kitchen
 2. Sherrill Barber or myself will be stationed at serving line.
 1. If you have a problem please see one of us.
 2. Do not ask an angel to solve an issue.
 3. Sorry we will not have second servings. Each plate has a larger than normal serving.
 4. We will have unlimited beverages.
 1. **DO NOT SERVE FOOD OR BEVERAGES DURING TALKS.**