



General Bar Checklist

Hangman's Playground - Bar and Grill / 22 Feb
2019 / Bart Astley

Complete

Score	85.51%	Flagged items	10	Actions	0
Site conducted					Sydney
Name of Establishment					Hangman's Playground - Bar and Grill
Conducted on					22.02.2019 14:09 PST
Performed by					Bart Astley

Flagged items

10 flagged

Inspection / Opening

Stock & ice down bottle beer & wine



Bottled beer supplies have not arrived yet. Will follow up with supplier asap. Craft beer and wine are still available.

Inspection / Opening

Assemble, fill & start frozen drink machine



Frozen drink machine for margaritas is not working. Removed from bar and put it in the back for repairs.



Photo 1

Inspection / Opening

Check liquor, beer and wine backups for each service well and back bar



Bottled beer supplies have not arrived yet. All other items are well-stocked.

Inspection / Opening

Check if tables, bathrooms, and bar floor is clean



The sink in the men's bathroom has dirt and water stains. Will assign staff member to clean.



Photo 3

Inspection / During Operations

Customers are being served food and drink in a timely manner



A customer complained that his order took too long to arrive. Checked and confirmed with the kitchen staff that they made a mistake during the initial preparation. Apologized to customer for the delay and provided complimentary drink. Customer was satisfied.

Inspection / During Operations

Staff wiping and sanitizing tables before seating new customers



Took a long time for staff to retrieve used plates and clear the table.



Photo 4

Inspection / During Operations

Bar is being wiped regularly by the bartender

✘

Initially, no wiping cloth and sanitizing spray was available to clean the front bar. Supplied cloth and spray halfway through the shift.

Inspection / Closing

Empty frozen drink machine; refrigerate leftover and clean machine

✘

Frozen drink machine is broken. I have already contacted the mechanic for repairs.

Inspection / Closing

Re-stock beer cooler

✘

Will re-stock as soon as supplies arrive. Have already followed up with supplier.

Inspection / Closing

Re-stock liquor empties

✘

Will re-stock tequila and gin tomorrow afternoon since supplies are scheduled to arrive at 2.

Inspection 10 flagged, 85.51%

Opening 4 flagged, 85.18%

Unlock beer & wine coolers & taps



Place floor mats behind bar



Place liners in trash cans and position appropriately



Stock & ice down bottle beer & wine



Bottled beer supplies have not arrived yet. Will follow up with supplier asap. Craft beer and wine are still available.

Cut lemon wheels, wedges and twists, lime wedges, orange wheels and celery



Make garnish skewers



Make sweet & sour, juices, bloody mary mix, pina mix and other mixers



Setup margarita rim salter at each service well



Assemble, fill & start frozen drink machine



Frozen drink machine for margaritas is not working. Removed from bar and put it in the back for repairs.



Photo 1

Stock straws, cocktail napkins, stir-straws, coasters, skewers, etc. at each service well



Stock rocks glasses, highballs, pilsners, wine glasses, snifters, coffee mugs



Setup blenders & mixers at each service well



Stock bar utensils & supplies (strainer, shaker, jigger, ice scoop, ice cream scoop, wine opener, bottle opener, stirrer, bar mats, pour spouts, etc.)



Ice down and stock garnish caddy with cocktail onions, olives, cut lemons, limes and oranges, twists, and cherries at each service well



Fill ice bins at each service well	✓
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Check liquor, beer and wine backups for each service well and back bar	✗
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Bottled beer supplies have not arrived yet. All other items are well-stocked.

Stock silverware (rollups)	✓
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Stock plateware & linen napkins	✓
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Stock bar and food menus	✓
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Fill bar sink with soap water, rinse and sanitizer	✓
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Have back-up beverage canisters and CO2 tanks ready to replace empties	✓
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Replaced CO2 tank since the first one was leaking. Will have to order a backup tank.



Photo 2

Turn on music, bar TV, etc.	✓
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Turn on neon lights and signs	✓
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Check if plates and glasses are clean	✓
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Check if tables, bathrooms, and bar floor is clean	✗
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The sink in the men's bathroom has dirt and water stains. Will assign staff member to clean.



Photo 3

Get and count opening bar bank	✓
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Get new comp & waste log	✓
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During Operations

3 flagged, 62.5%

Staff following standard operating procedures when welcoming customers	✓
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Kitchen staff following standard operating procedures for cleanliness and safety



Customers are being served food and drink in a timely manner



A customer complained that his order took too long to arrive. Checked and confirmed with the kitchen staff that they made a mistake during the initial preparation. Apologized to customer for the delay and provided complimentary drink. Customer was satisfied.

Staff cleaning spills in a timely manner when they occur



Staff wiping and sanitizing tables before seating new customers



Took a long time for staff to retrieve used plates and clear the table.



Photo 4

Trash bags being taken out when they're 3/4s full



Bar is being wiped regularly by the bartender



Initially, no wiping cloth and sanitizing spray was available to clean the front bar. Supplied cloth and spray halfway through the shift.

Altercations and incidents of violence involving customers/staff members



Closing

3 flagged, 91.18%

Clean beer cooler



Pour Clorox in floor drains



Polish brass railing



Polish brass and chrome beer taps



Polish espresso machine



Wipe down displayed liquor bottles



Clean bar mirrors



Rotate beer & wine coolers



Clean cash register, credit card terminal, telephone	✓
Clean back bar	✓
Rotate, soak & sanitize pour spouts	✓
Lock beer & wine coolers & taps	✓
Take floor mats to back dock	✓
Empty trash cans	✓
Burn all ice bins	✓
Cover & store all bar fruit (discard as required)	✓
Cover & store all mixers and juices sweet & sour, juices, bloody mary mix, pina mix and other mixers	✓
Clean margarita rim salters	✓
Empty frozen drink machine; refrigerate leftover and clean machine	✗
Frozen drink machine is broken. I have already contacted the mechanic for repairs.	
Re-stock rocks glasses, highballs, pilsners, wine glasses, snifters, coffee mugs	✓
Clean all blenders & mixers	✓
Clean all bar utensils & supplies	✓
Re-stock beer cooler	✗
Will re-stock as soon as supplies arrive. Have already followed up with supplier.	
Re-stock liquor empties	✗
Will re-stock tequila and gin tomorrow afternoon since supplies are scheduled to arrive at 2.	
Wipe down service well liquor bottles	✓
Clean & soak soda gun nozzles	✓
Wipe down bar top	✓
Wipe down & put up bar stools	✓
Empty & clean bar sink	✓

Sweep & clean bar floor	✓
Turn off music, bar TV, etc.	✓
Turn off neon lights and signs	✓
Count bar bank	✓
Complete comp & waste log	✓

Completion

Name & Signature of Manager



Bart Astley
22.02.2019 15:40 PST

Appendix



Photo 1



Photo 2



Photo 3



Photo 4