

How to Implement Portion Control

STEP 1**Design your perfect pizza/menu item**

- **Make the perfect** pizza, sandwich, calzone, or menu item and detail out exactly how much of each ingredient goes into it.
- **Measure by weight** not volume when possible.

STEP 2**Give this information to your staff**

- Create simple, easy to read charts for your staff to read. **Make sure to update** them when recipes change.
- Place them at the **stations** where they need them.
- Have a **master chart book** onsite and a laminator. Charts will magically disappear, so be prepared to replace them.
- Create a **master recipe book** containing every possible recipe that might be used in your pizzeria. Place it where your staff can access it.

STEP 3**Give your staff the tools they need**

- **Portion** cups, digital scales, charts & recipes, speed rails, catch pans, measuring spoons, etc.

STEP 4**Monitor & Enforce**

- **Require** the use of portion cups or scale to measure – if not, incur consequences.
- **Inventory, Inventory, Inventory!**
- Use the Food Cost portion of your POS.
- Tie pay rates to staff ability to **memorize** the portion charts and recipes.
- Base a part of your **manager's pay as a bonus** for keeping food cost in check.