

Colleague Canteen

Dear Colleagues,

As you will be aware, colleagues have continued to raise issues regarding the upkeep of colleague canteens.

Within Monthly Forum Meetings, your GMB National Representative's fed back those concerns to Senior Executives of the Company.

We are pleased to announce your concerns have been actioned by the Company.

Your Colleague Canteen "One Best Way", has been amended and updated, as follows:-

0600-0830	Clean, Shop (Transfers to be completed by 9am) and Prep
0700-0800	Duty Manager will check canteen as part of the night to day handover identifying any issues.
0830-1030	Serve hot breakfast offer and clean down canteen
1030-1400	Vending Machines restocked and canteen tidied
1400-1430	Vending Machines restocked further (ensure we provide hot meal options.) Complete date code checks/paperwork to ensure no out of code products.
1430-1500	All dishes washed to ensure sufficient crockery/utensils are available for backshift.
1900-2000	Vending Machines restocked (ensure we provide hot meal options.) and all dishes washed. To ensure sufficient crockery/utensils for nights' team.
2000-2100	Complete final date code checks/paperwork to ensure no out of code products.
2100-2200	Duty Manager will check canteen as part of the day to night handover identifying any issues.
2100-2200	Designated night colleague complete any necessary upkeep prior to shift starting.

If you are experiencing any issues with the update of your canteen please speak with your line management or raise with your GMB Steward.

Yours Sincerely,

Keith Dixon

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