
Subject: **EVALUATION OF RECIPES**

PURPOSE

The purpose of this procedure is to provide the steps for evaluating recipes on-site and for requesting an evaluation of recipe(s) from the Department of Food and Nutrition.

Recipes require constant evaluation to ensure conformity, acceptability of food served and standard yields. The food service manager/satellite assistant should evaluate the recipes utilized in the school and prepared by food service staff.

PROCEDURE

Recipes utilized in the schools should be evaluated for quality and accuracy.

- A. Review preparation procedures with staff.
- B. When prepared, the portions should yield the stated quantity.
- C. Determine the acceptability of the product produced.
- D. Complete Form [FM-5603](#) if there are any concerns in the production of the recipe. Indicate the problem and give a detailed explanation. Email the quality assurance manager of Food and Menu Programs for the Department of Food and Nutrition at ddrummond@dadeschools.net. and ajohnson@dadeschools.net .

For Action By: Principals, Food Service Managers and Satellite Assistants

Refer Questions to: Department of Food and Nutrition

*Revised: July 2003, July 2006, July 2019, July 2023
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