

**golden corral**® TRAINING RESTAURANT INTERIM ACCREDITATION REPORT

Training Manager: \_\_\_\_\_ Location and #: \_\_\_\_\_

DM/FBC Name: \_\_\_\_\_ Division: (Circle) 1 2 3 4

**Note: Golden Corral Training Restaurant Accreditation is good for a maximum of one year, at which time the restaurant must be reaccredited by your District Manager or Franchise Business Consultant. If at any point during the accreditation year the restaurant falls below the minimum required standards for a Training Restaurant, the training store status may be suspended.**

1. The restaurant applying for accreditation must be open for a minimum of 90 days.
2. Latest EcoSure score is a passing score. For units currently training:
  - a. If failed last audit, restaurant can continue with candidates currently in restaurant but may not have any new candidates assigned until they pass.
  - b. If failed their re-audit, restaurant must stop training immediately.

Latest Ecosure Score: \_\_\_\_\_ Date: \_\_\_\_\_ Score: \_\_\_\_\_

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No more than 3 criticals on HDI Report	Date of Report: _____	# of Criticals: _____	Plan in place for criticals?	Yes		No
			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

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ServSafe Certification posted and current for all Managers	ServSafe Current?	Certification Posted?			
	Yes      No	Yes      No	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Training Manager(s) (TM) Standards:		Yes	No
<ul style="list-style-type: none"> <li>TM has been General Manager for at least 30 days. Record date of assignment:</li> </ul>		<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>TM(s) have been assigned to restaurant for at least 30 days. Record date of assignment here:</li> </ul>		<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Has successfully completed the following: Train-the-Trainer Course</li> </ul>	completion date:	<input type="checkbox"/>	<input type="checkbox"/>
<p style="text-align: center;">or</p> <ul style="list-style-type: none"> <li>Train-the-Trainer Recertification in 2018 or later</li> </ul>	completion date:	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>NOTE:</b> For restaurants with two TMs, enter the completion date for the other TM in the second box.</p>			
Operations Staffing Standards:		YES	NO
<ul style="list-style-type: none"> <li>Meets the Golden Corral Management staffing levels based on sales volume and has been verified by the DM/FBC.</li> </ul>		<input type="checkbox"/>	<input type="checkbox"/>
<p>List the names of your management staff below: <i>Please indicate if the management staff member is an MIT in training.</i></p>		<b>Certified?</b>	<b>MIT?</b>
		<b>YES</b>	<b>NO</b>
GM:	_____	<input type="checkbox"/>	<input type="checkbox"/>
Associate Manager:	_____	<input type="checkbox"/>	<input type="checkbox"/>
Associate Manager:	_____	<input type="checkbox"/>	<input type="checkbox"/>
Associate Manager:	_____	<input type="checkbox"/>	<input type="checkbox"/>
CAM Manager:	_____	<input type="checkbox"/>	<input type="checkbox"/>
CAM Manager:	_____	<input type="checkbox"/>	<input type="checkbox"/>

Operations Staffing Standards Continued:																					
<ul style="list-style-type: none"> <li>Enter your Co-worker Staffing levels in the table below.</li> </ul> <table border="1" style="margin-left: 40px;"> <thead> <tr> <th>Position</th> <th>Actual Number for each position</th> </tr> </thead> <tbody> <tr><td>Server</td><td></td></tr> <tr><td>Line/GEA</td><td></td></tr> <tr><td>Meat Cutter</td><td></td></tr> <tr><td>Bakery</td><td></td></tr> <tr><td>Prep/ Cold Choice</td><td></td></tr> <tr><td>Hot Cook</td><td></td></tr> <tr><td>Display Cook</td><td></td></tr> <tr><td>Utility</td><td></td></tr> </tbody> </table>		Position	Actual Number for each position	Server		Line/GEA		Meat Cutter		Bakery		Prep/ Cold Choice		Hot Cook		Display Cook		Utility			
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<ul style="list-style-type: none"> <li>Accurate production system and build to's are used. The following build-to's should be posted: meat, prep, and bakery, at a minimum.</li> </ul>		<b>Yes</b> <input type="checkbox"/>	<b>No</b> <input type="checkbox"/>																		
The following items are required for franchise training restaurants:																					
<ul style="list-style-type: none"> <li>Operator/Franchisee is in good standing (not be in default) with Golden Corral.</li> </ul>		<input type="checkbox"/>	<input type="checkbox"/>																		
<ul style="list-style-type: none"> <li>Operator/Franchisee is in compliance and up-to-date with monthly maintenance agreement with eLearning provider.</li> </ul>		<input type="checkbox"/>	<input type="checkbox"/>																		
Co-worker Training Standards:	Yes	No	If No, correction date																		
<ul style="list-style-type: none"> <li>Training computer/device is in place and functioning correctly.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>																			
<ul style="list-style-type: none"> <li>In the field below, enter your current <i>Certified in One or More Positions</i> percentage from the Metrics report on the eLearning Center. The standard for Co-worker certification is 100%. At the time of application, you must be at least at 90% with a plan to achieve 100% within 30 days.</li> </ul> <p><b>Current Score:</b> _____%</p>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/> <hr/>																		
<ul style="list-style-type: none"> <li>Hazard Communication, PCI Compliance, and Safe Tracks (if applicable) recertifications are current.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>																			

<b>Required With Corrective Action, If Applicable</b> <b>If any of the items in the following sections are not in compliance prior to accreditation, then correction(s) must be completed within 30 days of accreditation unless otherwise specified.</b>		
	<b>Yes</b>	<b>No</b>
<b>Operations Standards:</b>		
<ul style="list-style-type: none"> <li>All required equipment is in good working order to meet GC standards and equipment maintenance schedule is followed. If no, explain:</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Duty Roster system is in place and in use.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Interior and exterior of building are in good repair. If no, explain:</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Opening/Running/Closing Checklists are in use.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Temperature Logs are in place and in use.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Sanitation Walk-Through is in use.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Only products that have been approved for use by Golden Corral are served.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Co-workers are following recipes as written.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Co-workers have appropriate smallwares to perform their jobs, and proper smallwares are used when preparing/displaying food. If no, explain:</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Required Training Materials</b>		
<b>Training Materials Standards:</b>	<b>Yes</b>	<b>No</b>
<ul style="list-style-type: none"> <li>Recipe Viewers are in good working order and in active use. (A minimum of 3 dedicated devices provided by the store are required. One in each production area is recommended.)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Each MIT has been supplied with a laptop (or other connected device).</li> <li>MIT device must have Internet (must be Chrome) connection at all times, both inside and outside the restaurant.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

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**Required With Corrective Action, If Applicable**

Below are the minimum requirements for Certified Crew Trainers by position. Ensure each line below contains the name of your current Crew Trainer(s). If the Crew Trainer has completed virtual certification check yes, otherwise check no and in the space provided enter the date when you anticipate certification will be completed. If you have more Crew Trainers than space provides, you can enter the additional names in the Name field or choose not to include.

Position	Name	Yes	No	If No, Plan for Completion:
Baker (AM)				
Baker (PM)				
Hot Cook/ Display Cook (AM)				
Hot Cook/ Display Cook (PM)				
Meat Cutter (AM/PM)				
Prep Person/Cold Choice (AM)				
Prep Person/Cold Choice (PM)				
Utility Person (AM)				
Utility Person (PM)				
Server (AM)				
Server (PM)				
Line (AM)				
Line (PM)				

**Signatures:**

Training Manager: \_\_\_\_\_ Date: \_\_\_\_\_

DM/FBC: \_\_\_\_\_ Date: \_\_\_\_\_

Once all information is complete, print the form and submit to the Golden Corral Training Center:

**Three ways for the DM or FBC to submit the form:**

**FAX:** Fax the form to the attention of Kimberly Johnson at 919-881-4427

**EMAIL:** Scan and email the form to Kimberly Johnson at kimberly.johnson@goldencorral.net

**MAIL:** Mail the form to:

Golden Corral Corporation Attn:  
 Kimberly Johnson  
 5400 Trinity Road Suite 309  
 Raleigh, NC 27607