golden corral ®

TRAINING RESTAURANT ACCREDITATION REPORT

Training Manager: ⬜️   Location and #: ⬜️

DM/FBC Name: ⬜️   Division: ⬜️

Accreditation Dates   from: ⬜️   to: ⬜️

Note: Golden Corral Training Restaurant Accreditation is valid for a maximum of two years. If at anypoint during the accreditation years the restaurant falls below the minimum required standards for a Training Restaurant, the training store status may be suspended.

The following requirements must be met before a Training Restaurant can be accredited:

1. The restaurant applying for accreditation must be open for a minimum of 90 days. Once accredited, the Golden Corral Training Restaurant Accreditation is valid for a maximum of two years, at which time your restaurant must reapply through your Franchise Business Consultant.

2. The restaurant applying for accreditation must have completed a Systems Day evaluation within the last 12 months and must have an active Action Plan in place.

   a. An average score of 83% or higher on the last 3 EcoSure audits is required. If the average drops below 83% and the restaurant failed the last audit, the restaurant can continue training any candidates currently training, but no new candidates can begin training until the restaurant passes the audit.
   b. If the restaurant fails the re-audit, the restaurant must stop training candidates immediately.

Mandatory Standards: The following must be in place <u>BEFORE</u> accreditation.					
Score of Latest 3 EcoSure Reports (83 or higher)	Date:		Score:	Average Score:	
	Date:		Score:		
	Date:		Score:		
No more than 3 criticals on HDI Report	Date of Report:		# of criticals:	Plan in place for criticals?	Yes ☐ No ☐
ServSafe Certification current for all Managers					Yes ☐ No ☐
ServSafe Certification posted for all Managers					Yes ☐ No ☐
An active Guest recovery process is in place to handle Guest concerns	Describe:				Yes ☐ No ☐

Mandatory Standards:
The following must be in place <u>BEFORE</u> accreditation.

What is the current SMG OSAT % for the last 3 periods? Must average out to be 80% with a minimum of 30 responses per month.	Period:		%	Average Score:	
	Period:		%		
	Period:		%		

General Manager Standards:		Yes	No
• Has been assigned to the restaurant for at least 30 days. Record date of assignment:		☐	☐
• Has been a General Manager for at least 3 months. Record date of assignment:		☐	☐
• Has successfully completed the following: Train-the-Trainer Course OR	effective date:	☐	☐
Train-the-Trainer Recertification in the last 24 months	effective date:		
Note: If your restaurant has not trained a Candidate within the last 24 months, then the Train-the-Trainer course or a Recertification is required.			

Operations Staffing Standards:	Yes	No
• Meets the Golden Corral Management staffing levels (min. of 3 certified): List the names of your management staff below:		
GM/OP:	☐	☐
Associate Manager:	☐	☐
Associate Manager:	☐	☐
Associate Manager:	☐	☐
CAM/Hourly AM Mgr.:	☐	☐
CAM/Hourly AM Mgr.:	☐	☐

	Yes	No
• Meets the Golden Corral Co-worker Staffing levels for volume and building type. Enter staffing levels below:	☐	☐

Position	Actual Level
Server	
Line	
Meat Cutter	
Bakery	
Prep/ Cold Choice	
Hot Cook	
Display Cook	
Utility	

The following items are required for franchise training restaurants:		
• Franchisee must be in good standing (not be in default) with Golden Corral.	☐	☐
• Franchise must be in compliance and up to date with monthly maintenance agreement with eLearning provider.	☐	☐
• Accurate production system and build to's are posted and are used. The Efficiency Tool (Profitality) can be used as an additional resource. The following build-to's should be posted: meat, prep, and bakery at a minimum.	☐	☐

Co-worker Training Standards:	**Yes**	**No**	**Correction Date**
• Training computer/device is in place and functioning correctly.	☐	☐	
• In the field below, enter your current *Certified in One or More Positions* 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. **Current Score:_____%**			
• Hazard Communication, PCI Compliance, and Safe Tracks (if applicable) recertifications are current.	☐	☐	
• Cyber Security Manager Training course is completed and recertifications are current.	☐	☐	

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Required With Corrective Action, If Applicable			
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.			
Operations Standards:	**Yes**	**No**	**Correction Date**
• All equipment is in good working order to meet GC standards and equipment maintenance schedule is followed. If no, explain:	☐	☐	
• Duty Roster system is in place and in use.	☐	☐	
• Interior and exterior of the building are in good repair. If no, explain:	☐	☐	
Operations Standards:	**Yes**	**No**	**Correction Date**
• Opening/Running/Closing Checklists are in use.	☐	☐	
• Temperature Logs are in place and in use.	☐	☐	
• Sanitation Walk-Through is in use.	☐	☐	
• Only products that have been approved for use by Golden Corral are served.	☐	☐	
• Current recipes are available in production areas. Co-workers follow recipes.	☐	☐	
• Co-workers have appropriate smallwares to perform their jobs, and proper smallwares are used when preparing/displaying food. If no, explain:	☐	☐	
Required Training Materials			
Training Materials Standards:	**Yes**	**No**	**Correction Date**
• The following resources are accessible via the Golden Corral portal: Operations Manual, Administrative Guide, Equipment Information.	☐	☐	
• 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.)	☐	☐	
• Each MIT has been supplied with a laptop (or other connected device). • MIT device must have Internet (must be Chrome) connection at all times, both inside and outside the restaurant.	☐	☐	

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Crew Trainers Required with Corrective Action, If Applicable

A Crew Trainer is in place for each position, and all Crew Trainers have completed the CBT course for Crew Trainer Certification.

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 (1)		☐	☐	
Prep Person/ Cold Choice (1)		☐	☐	
Prep Person/ Cold Choice (2)		☐	☐	
Utility Person (1)		☐	☐	
Utility Person (2)		☐	☐	
Server (1)		☐	☐	
Server (2)		☐	☐	
Line (1)		☐	☐	
Line (2)		☐	☐	

Electronic Signatures:

Training Manager*: _____ Date: _____

DM/FBC*: _____ Date: _____

*The parties agree that the electronic signature of a party to this report shall be as valid as an original signature of such party and shall be effective to bind such party to this report.

Once all information is complete, print the form and submit to your FBC who will then submit to the Golden Corral Training Center:

DM or FBC submit the form:

EMAIL: Scan and email the form to GCTraining@goldencorral.net.