



Prep Line Handoff

DECISION MAKING · TWO COLUMNS

Thomas is working the prep line before service, portioning cucumber salad while cold pans sit in the lowboy behind him. The lead cook planned on the sauce cups taking ten minutes, so Thomas agreed to close that station after portioning. The cups are sticking together, and the second pan of dressing is still in the dish area. Service prep is moving, but the cutting board, ladle, and matching pan lids still need to be handled correctly. The next crew needs a clear handoff, because some work can be finished now and some must carry over. Thomas has to choose which closing actions are useful and which only make the delay harder to manage.

Sort each action by whether it works for closing out the prep line.

WORKS	DOESN'T WORK

- 1. Tell the lead cook that the sauce cups are taking longer than planned.
- 2. Leave the station partly closed without telling the next crew what remains.
- 3. Return the clean ladle and extra cutting board to their proper spots.
- 4. Guess the dressing amount so the pan looks finished faster.
- 5. Set aside the unfinished cups together and note they are carryover work.
- 6. Start a new prep task before cleaning the tools from this station.

Think about it: What would change for the next crew if the unfinished cups were not separated from finished prep?
