

ORIENTATION SCHEDULE

Orientation Date: _____ Venue: _____

Scheduled Time	Orientation Activities	Assigned Person	Remarks
[INSERT TIME RANGE]	Introduction and Dissemination of General Information	[INSERT NAME OF RESTAURANT STAFF]	
[INSERT TIME RANGE]	Briefing on the Restaurant Work Policies	[INSERT NAME OF RESTAURANT STAFF]	
[INSERT TIME RANGE]	Presentation on the Proper Restaurant Uniform and Attire	[INSERT NAME OF RESTAURANT STAFF]	
[INSERT TIME RANGE]	[INSERT NAME OF ORIENTATION ACTIVITY]	[INSERT NAME OF RESTAURANT STAFF]	

Prepared By: _____

Noted By: _____

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RESTAURANT

