

SEA LEGGS



CORPORATE
TEAM
BUILDING

VICTORIA
HARBOUR
MELBOURNE
DOCKLANDS

POSTAL ADDRESS:

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Incorporating
Dockland
Sailing School

Sample Agenda and Time Lines.

10:00 – 10:15

Briefing Team Cooking activity
House keeping
Task / activity Overview
Uniform requirements
Menu Handouts
Team Organisation
Team Tasks / Menu allocations
Individual responsibilities allocated

10:15 – 12:15

Kitchen Orientation
Hygiene awareness
O.H and S requirements discussed.
Menu ingredients discussed
Chef to discuss Menu
Chef to demonstrate any specific tasks required
Corporate Team to start the task organisation process.
Corporate Team to set time lines (*Team to agree on finish time, nominate accordingly*).
Corporate Team start team Cooking Process.
Clean and organise work areas ready for service
Corporate Team to check status of Menu
Expected time all tasks will be completed
Make any adjustments
Team to agree on finish time, nominate accordingly.
Clean and organise work areas ready for service

12:15 – 12:30

Coordinated Menu items to be ready for Table Service
Clean and organise work areas ready for service

12:30 – 14:30

Serve all Menu items to dining table
Enjoy 'fruits of Team labour'
Dishes back to Kitchen
Team De- Brief

15:00+

Participants exit Venue