

CANTEEN OPERATORS CHECKLIST

When returning truck to garage following an event always:

- ___ Check diesel fuel level. Fill up if less than ½ tank
- ___ Close LP gas tank valves. Check LP gas level. Refill or report level to Daniel Ball at (303) 860-5572 or daniel.ball@usw.salvationarmy.org if less than **1/3** full
- ___ Empty and rinse coffee urn. Leave cover off of urn so it can air dry
- ___ Empty wastewater holding tanks
- ___ Restock paper goods and any food items used during event
- ___ Restock water and Gatorade
- ___ **Verify that all grill and range burner controls are turned off**
- ___ Verify that individual LP gas valve for each appliance (stove top, ovens, warming ovens, coffee urn, grill, and pass-thru warming oven) are turned off
- ___ Empty grill grease trap **(should be done before truck leaves event site)**
- ___ Clean and re-oil grill
- ___ Verify that no food is left in ovens, warming ovens, or microwaves
- ___ Return unused food items to garage freezer(s) or refrigerator as applicable. Thawed, uncooked, or perishable foods that are returned to garage refrigerator should be marked with the date that they were stored
- ___ Plug in shore-power cable and verify that truck is receiving electrical power
- ___ Report meal counts to Daniel Ball at (303) 860-5572 or daniel.ball@usw.salvationarmy.org
- ___ Prepare a list of items needing repair. Forward list to Terry Garner at (303) 994-8271 or trgmcg@hotmail.com
- ___ Ensure inside of truck is clean and ready for next event.
Remember, it may be you that uses the truck next!!