

**COST ENGINEERING FOOD & BEVERAGE**

PRIORITY	ACTION	COMMENTS	SAVING US\$	ACTION BY	TARGET DATE	STATUS
A	Review opening hours of outlet, close outlets where required.	This is being followed.  The Fine Dining Restaurant has been kept closed until March 30 <sup>th</sup> . On March 31 <sup>st</sup> it was reopened and produces currently a higher revenue than during 2014.		GM/EAM/ F&B		
A	Use the meeting rooms adequately in relation to number of persons and air condition output.	This procedure is followed now at both hotels. A new, smaller meeting room has been arranged in one of the shops.		EAM/F&B		
A	Unused table clothes, napkins to be folded and used in the next service period.	This is being followed.		F&B/HK		
A	Kitchen fuel/electricity to be monitored and gas to be turned off when not cooking.	This is being followed.		EC/ENG F&B		
A	Decrease par stocks in circulation wherever possible.	This is being followed. hotels are Inter-changing information and goods to reduce the stocks to minimum levels.		GM/EAM/ F&B/EC		
A	China to be deep cleaned once a week.	N/A.		EC/F&B		
A	Buffet presentation with smaller portions.	During low occupancies, no buffets but only à la carte service is provided.		F&B/EC		
A	Employees' meals review of menus, decreased quantities to avoid waste, soft drinks distribution in smaller quantities.	This is being followed where applicable.		F&B/EC		
A	Menus reengineering for a la carte items.	Only if Fine Dining Restaurant is kept closed.		F&B/EC		



**QUALITY ASSURANCE - COST ENGINEERING**  
**Profit Protection Plan - Food & Beverage**

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PRIORITY	ACTION	COMMENTS	SAVING US\$	ACTION BY	TARGET DATE	STATUS
A	Reduce end of year festivities expenses.	This has been followed where applicable. The New Year's Eve Gala Dinner has been very successfully arranged		F&B/HK		
A	Reduce orders for new menus. Re-evaluate together with corporate F&B	This is being followed.		F&B		