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| **RESTAURANT PRE-OPENING WEEKLY TASK SHEET** | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Designation Person(s)** | | | | **Tasks and Deliverables** | | | | **Desired Outcome/Objectives** | | | | **Task Description** | | | | **Date of Completion** | | | **Relevant Remarks** | | | | |
| [SPECIFY DESIGNATED PERSONS/GROUPS] | | | | [SPECIFY TASKS AND DELIVERABLES] | | | | [SPECIFY DESIRED OUTCOME/OBJECTIVES] | | | | [SPECIFY TASK DESCRIPTION] | | | | [SPECIFY DATE OF OPERATION] | | | [SPECIFY RELEVANT REMARKS] | | | | |
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| **Name of Manager:** | | | | | [PROVIDE SIGNATURE] | | | | | | | | | | |  |  | | |  |  | | |  |
|  |  | | | | [SPECIFY NAME OF SUPERVISOR/MANAGER] | | | | | | | | | | |  |  | | |  |  | | |  |
|  |  | | | | [SPECIFY JOB DESIGNATION] | | | | | | | | | | |  |  | | |  |  | | |  |
|  |  | | | | [SPECIFY COMPLETE ADDRESS] | | | | | | | | | | |  |  | | |  |  | | |  |