FREEZER BATCH USE REVIEW

Build the baseline

Write facts and sources before filling the main table. Do not guess at missing information.

Project or subject

Date or period

STEP 1 Create one row for a clearly labelled batch with a consistent portion size.

STEP 2 Enter total portions placed in storage and cumulative portions removed from that batch.

STEP 3 Reconcile the recorded difference against the containers actually present.

STEP 4 Which fact or document still needs checking?

FREEZER BATCH USE REVIEW

Keep a dated record

Record what actually occurred. Reprint this page whenever you need more rows.

Reference period

Review date

INVENTORY REVIEW DATE	LABELLED BATCH	PERSON RESPONSIBLE	PORTIONS STORED	PORTIONS REMOVED	CONTAINER LOCATION AND INVENTORY DIFFERENCE

Outstanding question or record to confirm

FREEZER BATCH USE REVIEW

Make the next step happen

Each useful action has an owner, a date and a result that can be checked.

ACTION 1 Create one row for a clearly labelled batch with a consistent portion size.

Concrete next action	Owner / due

ACTION 2 Enter total portions placed in storage and cumulative portions removed from that batch.

Concrete next action	Owner / due

ACTION 3 Reconcile the recorded difference against the containers actually present.

Concrete next action	Owner / due

IMPORTANT CONTEXT

A recorded portion balance is not a food-safety or freshness assessment. Verify storage conditions, ingredients and suitable food-handling guidance separately.

- [ ] Source checked
- [ ] Next action assigned