

APPENDIX

Appendix 1. 1 Chef Jordan (Head Chef)



Appendix 1. 2 Chef Pablo (Line Manager)



Appendix 1. 3 Chef Veronica Wandui and Chef Bella Etrata



Appendix 1. 4 Chef Jeffrey C (Marriott Task chef Ritz Carlton)



Appendix 1. 5 Banquet Team

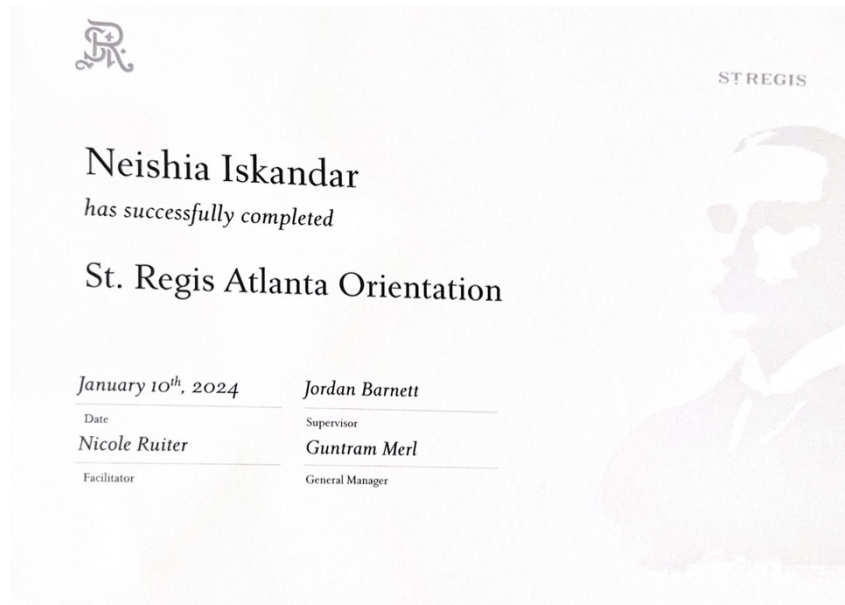




Appendix 1. 6 Chelsea Football Club Chef



Appendix 1. 7 Orientation Certificate



Appendix 1. 8 Sersafe Food Handler Certificate



Appendix 1. 9 Five Star Achievement




Appendix 1. 10 Certificate of Completion



Appendix 1. // Internship appraisal form

Internship Appraisal Form



AKADEMI KULINER & PATISERI
OTTIMMO®
INTERNASIONAL
EXCELLENCE ARTS | CREATIVITY | PASSION & SKILL

INTERNSHIP PLACE: St. Regis Atlanta, GA USA

First Name: Dana Last Name: Dominguez

Review Period: ☐ Monthly ☐ Quarterly ☐ Bi-annually ☒ Annually Date Joining: 7/23/2024

Intern's Position: Line cook Department: Astor Court Culinary

REVIEW DATE: 11/29/2024 Direct Supervisor: Juan Pablo Dominguez

GRADING FACTORS

1. ORGANIZATIONAL & COMMUNICATION

Staffs Relations

Consistently demonstrates: attentiveness, courtesy and efficient service to other staff.
Creates friendly environment. 4

Team Player

Cooperates and works well with others. Enthusiastic, portrays a positive manner and Works toward the Company's goal/s. 4

Follow -Through

Sees tasks through completion. Finishes work so that next shift is prepared. 4

2. CUSTOMERS INTERACTIONS

Customer Relations (*if any)

Consistently demonstrates: attentive, courtesy and efficient service to customers.
Treat customers with Considerations and Respects. N/A

Discussions / Notes:

Neisha has consistently demonstrated an exceptional work during her internship. Her commitment to excellence, creativity and teamwork has significantly elevated the kitchen's performance and guest satisfaction.
She has been an invaluable asset to the culinary team, exemplifying dedication and culinary skill.
Wish her all the success on her next steps.

PERFORMANCE SUMMARY * to be filled by OTTIMMO International

TOTAL POINTS _____

RATING _____

ACTION PLANS FOR DEVELOPMENT NEEDS

1. _____
2. _____
3. _____
4. _____
5. _____

3. PERSONAL PRESENTATIONS

Grooming Standards

Practices and displays proper grooming, personal hygiene and care. 4

Maintains hair and facial hair (*if any) per proper F&B industrial standards

Uniforms

Always wear the proper and designated uniform. 4

4. ON THE JOB & KNOWLEDGE

Dependability

Can be counted upon to do what is expected and required
Follow instructions and completes work on time with minimum supervision. 4

Work Quality

Work performed according to Chef's standard and on-site work requirements
All job descriptions specification are met. Consistency in work. All recipes are followed. 4

Work Quantity

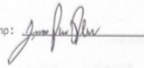
Complete the expected amount of work in relation to Company's standards. 4

Grading Guidelines.
Using the 4 point scale below, fill up the following table:


- 4 - Exceeds expectations
- 3.5 - Somewhat Exceeds Expectations
- 3 - Meets expectations
- 2.5 - Somewhat meets expectations
- 2 - Less than expectations
- 1.5 - Somewhat less than expectations
- 1 - Inadequately short of expectations

III. SIGNATURES


On-Site Manager/Owner/Chef


Signature & Stamp:  Dated: 11/29/2024

The Intern

Signature:  Dated: 11/29/2024

OTTIMMO International | St. Regis Gourmet Academy



Signature & Stamp:  Dept. Head Student Affairs

Dated: 24 Feb 2025

Internship Appraisal Form



INTERNSHIP
PLACE: St Regis Atlanta

First Name: Neisha Last Name: Iskandar

Review Period/s: ☐ Monthly ☐ Quarterly ☐ Bi-annually ☐ Annually Date Joining: Annual

Intern's Position: 11 Cook Department: Culinary

REVIEW DATE: 11/29/2024 Direct Supervisor: Chef Veronica Wandui

GRADING FACTORS

1. ORGANIZATIONAL & COMMUNICATION

Staffs Relations

Consistently demonstrates: attentiveness, courtesy and efficient service to other staff.
Creates friendly environment.

4

Team Player

Cooperates and works well with others. Enthusiastic, portrays a positive manner and Works toward the Company's goal/s.

4

Follow -Through

Sees tasks through completion. Finishes work so that next shift is prepared.

4

2. CUSTOMERS INTERACTIONS

Customer Relations (*if any)

Consistently demonstrates: attentive, courtesy and efficient service to customers.
Treat customers with Considerations and Respects

4

Discussions/Notes:

Neisha Needs to work on staying calm during busy hours. She does have great attention to detail but needs to develop consistency while executing.

Neisha is very pleasant to work with and works very well with others. She always followed up to make sure her team members were ok and executed everything correctly. Neisha has played a big roll in ensuring the success of the Banquet department

PERFORMANCE SUMMARY * to be filled by OTTIMMO International

TOTAL POINTS 36

RATING: Exceed Expectation

ACTION PLANS FOR DEVELOPMENT NEEDS

1. Neisha needs to work on staying calm during busy hours.
2. Neisha needs to be consistent at all times.
3. Neisha needs to work on Planning and executing the same way always.
- 4.
- 5.

3. PERSONAL PRESENTATIONS

Grooming Standards

Practices and displays proper grooming, personal hygiene and care.
Maintains hair and facial hair (*if any) per proper F&B industrial standards

4

Uniforms

Always wear the proper and designated uniform.

4

4. ON THE JOB & KNOWLEDGE

Dependability

Can be counted upon to do what is expected and required
Follow instructions and completes work on time with minimum supervision

4

Work Quality

Work performed according to Chef's standard and on-site work requirements
All job descriptions specification are met. Consistency in work. All recipes are followed

4

Work Quantity

Complete the expected amount of work in relation to Company's standards

4

Grading Guidelines.

Using the 4 point scale below, fill up the following table:

- 4 - Exceeds expectations
- 3.5 - Somewhat Exceeds Expectations
- 3 - Meets expectations
- 2.5 - Somewhat meets expectations
- 2 - Less than expectations
- 1.5 - Somewhat less than expectations
- 1 - Inadequately short of expectations

III. SIGNATURES

On-Site Manager/Owner/Chef

Signature & Stamp:

Dated: 12/4/24

The Intern

Signature:

Dated: 12/4/24

OTTIMMO International MasterGourmet Academy


Signature & Stamp:

Dated: 24 Feb 2025

Joan Welch
NOTARY PUBLIC
Forsyth County, GEORGIA
My Commission Expires 03/21/2025

12.4.24

Appendix 1. 12 Consultation Form



OTTIMO
INTERNASIONAL

TRIMAY ANTA GADIRIMAY BAKING & BAKERY ARTS

CONSULTATION FORM
INDUSTRIAL TRAINING /
FOODPRENEURSHIP

No	Date	Topic Consultation	Name/ Signature
1.	12/2/24	Abstract	<i>[Signature]</i>
2.	20/2/24	Chapter 1 introduction	<i>[Signature]</i>
3.	21/2/24	Benefits of Internship	<i>[Signature]</i>
4.	14/2/24	Chapter 2 organizational structure & main task	<i>[Signature]</i>
5.	15/2/24	Chapter 3 Internship activities	<i>[Signature]</i>
6.	17/2/25	Chapter 3 table of activities	<i>[Signature]</i>

No	Date	Topic Consultation	Name/ Signature
7.	2/2/25	Chapter 3. Product picture	<i>[Signature]</i>
8.	2/6/25	Chapter 3. picture of Place	<i>[Signature]</i>
9.	2/10/25	Chapter 4. conclusion	<i>[Signature]</i>
10.	2/12/25	Appendix	<i>[Signature]</i>
11.	2/12/25	Chapter 4. problem and solution	<i>[Signature]</i>
12.	2/17/25	Chapter 2. history background	<i>[Signature]</i>

Name : *Neishu Eungene Isandar*

Student Number : *2174130010019*

Advisor : *MC. Filias Kusuma*