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APPENDIX



Picture 25. Garde Manger Team

INTERNSHIP CERTIFICATE

**CERTIFICATE
OF COMPLETION**

Presented to

Luis Anarriel Luberman

has successfully completed

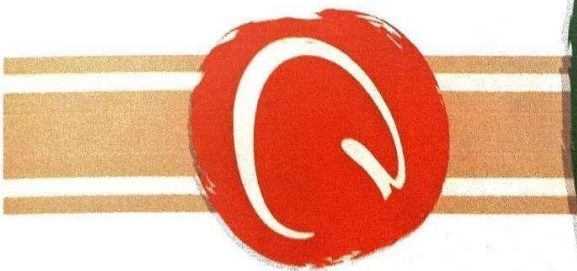
THE INTERNSHIP AT CUCA RESTAURANT
Kitchen Division (24/01/22 - 25/07/22)

28 July 2022



Kevin Andrey Cherkas
Executive Chef

Cuca
tapas • cocktails • desserts



Certificate
OF ACHIEVEMENT

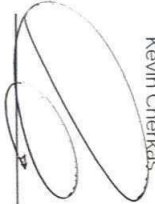
INTERN OF THE MONTH

PRESENTED TO

Luis Manuel Jukman

Due to your excellent performance, attitude, initiative and hard work
during the month of **February 2022**

Kevin Cherkas



Executive Chef



Internship Appraisal Form



AKADEMI KULINER & PATISERI
OTTIMMO[®]
INTERNASIONAL
KEGUSARY ARIEN GAMBIRPOKOR, PANASIA, PANDEGLARA

INTERNSHIP

PLACE: CUCA Restaurant Bali

First Name LUIS Ananiel Last Name Lukman

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

Intern's Position : _____ Department : _____

REVIEW DATE : _____ Direct Supervisor : _____ x

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

3. PERSONAL PRESENTATIONS

Grooming Standards

Practices and displays proper grooming, personal hygiene and care.

3.5

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

4

Follow instructions and completes work on time with minimum supervision

Work Quality

Work performed according to Chef's standard and on-site work requirements

4

All job descriptions specification are met. Consistency in work. All recipes are followed

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 30 July 2022

The Intern

Signature:  _____
Dated 30 July 2022

OTTIMMO International MasterGourmet Academy

Signature & Stamp:  _____
Dated 13 / 10 / 2022
Dept. head Student Affairs

Discussions/Notes;

. Kesuksesan berawal dari kegagalan .
Selalu berusaha untuk masa depan .

* . Jaga kerapian Saat beraktifitas
dan potong "rambut" biar rapi

* . Yang terpenting Setel timer biar tepat waktu .

PERFORMANCE SUMMARY * to be filled by OTTIMMO International

TOTAL POINTS _____

RATING _____

ACTION PLANS FOR DEVELOPMENT NEEDS

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

Intern's Name: Luis Ananiel Lukman

School: Offtop International
 MONTH 1: from 24 January to 28 February
 Intern's

TASKS LEARNED (filled by intern)	Attendance		Performance (by CDP)		Attitude	
	1	2	1	2	1	2
Week 1: Belajar plating di section Hotpress dengan latihan dan standart Coca	Too often late for work, from breaks, sick or absent		Not show improvement, repeats mistakes	1	Looks tired, lazy or not interested	1
Week 2: Memahami Plate serta kendaman untuk seluruh platingan, belajar cleaningan saat closing	Very seldom late, sick or absent	2	Makes mistakes often and progresses slowly	2	Never complains, listens to superiors, good team player	2
Week 3: Belajar untuk cek barang (kendaman) agar tetap tersedia dan holdt Pank saat lunch/dinner serve	Never late or absent, even comes earlier than scheduled	3	Can do all daily tasks very well	3	Always has great energy and shows initiative	3
Week 4: Mendonng diri untuk plating lebih cepat dan rapi		2/3	Fast learner and a good example for others	4		
TOTAL			5/10	1/4	2	2/3
Days Late: -	Days Sick: -	Days Absent: -				

Remarks:

TASKS LEARNED (filled by intern)	Attendance		Performance (by CDP)		Attitude	
	1	2	1	2	1	2
Week 1: Belajar menggunakan station hotpress dan mengajari/mempertunjukkan ke trainee baru	Too often late for work, from breaks, sick or absent		Not show improvement, repeats mistakes	1	Looks tired, lazy or not interested	1
Week 2: Mengajari trainee baru dalam hal plate, kendaman dan mendingkan tiket saat dibacakan	Very seldom late, sick or absent	2	Makes mistakes often and progresses slowly	2	Never complains, listens to superiors, good team player	2
Week 3: Membenarkan latihan kepada trainee baru untuk tetap fokus saat bekerja dan mengulangi komunikasi	Never late or absent, even comes earlier than scheduled	3	Can do all daily tasks very well	3	Always has great energy and shows initiative	3
Week 4: Mengerjakan untuk kage cepat dan rapi pada machine		3/3	Fast learner and a good example for others	4		
TOTAL			7/10	2/4		2/3
Days Late: <u>2</u> (27 Feb, 2 Mar)	Days Sick: -	Days Absent: -				

Remarks:

Jalan Yoga Perkaranti, Jimbaran Seged, Bali, Indonesia
 +62 361 708066 • info@offtopinternational.com • www.offtop.com

Intern's Name: Las Anwar Lukman

School: Ohana International

MONTH 3: from 25 Maret to 25 April

TASKS LEARNED (filled by intern)		Evaluation (by CDP)				
		Attendance	Performance	Attitude		
Week 1: Saya ammadikan ke Station GDM / Pengisian plate serbu pmtuk di GDM	Too often late for work, from breaks, sick or absent	1	Not show improvement, repeats mistakes	1	Looks tired, lazy or not interested	1
Week 2: Belajar platingan agar bisa bagus dan rapi / mendingarkan heat untuk mendingkan plate, serta wawahatkan do-cate dan testing metal	Very seldom late, sick or absent	2	Makes mistakes often and progresses slowly	2	Never complains, listens to superiors, good team player	2
Week 3: Belajar production barang mulai dari hal mudah sampai full dengan didampingi senior-fabrik dan staf	Never late or absent, even comes earlier than scheduled	3	Can do all daily tasks very well	3	Always has great energy and shows initiative	3
Week 4: Belajar pengalangan barang dan membuat job list		2/3	Fast learner and a good example for others	4		2/3
TOTAL			6/10	2/4		2/3
Days Late: (19 April)	Days Sick: 1 (1 April)	Days Absent: -				
Remarks:						

MONTH 4: from 25 April to 25 Mei

TASKS LEARNED (filled by intern)		Evaluation (by CDP)				
		Attendance	Performance	Attitude		
Week 1: Belajar manange station dan prep sampai sheet keuang	Too often late for work, from breaks, sick or absent	1	Not show improvement, repeats mistakes	1	Looks tired, lazy or not interested	1
Week 2: Memahami teknik baru / pindahan plate, paku, retur barang yang ada di Freeze, main di-liner	Very seldom late, sick or absent	2	Makes mistakes often and progresses slowly	2	Never complains, listens to superiors, good team player	2
Week 3: Mengerjakan untuk plating yang benar dan tidak panik saat ada dikritik, know fokus dan berkomunikasi dengan baik	Never late or absent, even comes earlier than scheduled	3	Can do all daily tasks very well	3	Always has great energy and shows initiative	3
Week 4: Mengerjakan main baru untuk manange work dalam maintenance prep		2/3	Fast learner and a good example for others	4		2/3
TOTAL			8/10	3/4		2/3
Days Late: (3 May)	Days Sick: -	Days Absent: -				
Remarks: <u>Plate came to work on time and be ready!</u>						

Intern's Name: Luis Arroyo Hernandez

School: Chhame International School

MONTH 5: from 25 Feb to 26 June

TASKS LEARNED (filled by intern)	Attendance		Evaluation (by CDP)	
	From breaks, sick or absent	Never late or absent, even comes earlier than scheduled	Performance	Attitude
Week 1: preparation barang-komang untuk dibawa ke event / Production yang lumayan banyak	1	1	Not show improvement, repeats mistakes	Looks tired, lazy or not interested
Week 2: lebih banyak kebalikan (cara belajar bersama) lebih di situ, mandemping dan melakukan double check dalam setiap pelaksanaan persiapan-cm	2	3	Makes mistakes often and progresses slowly	Never complains, listens to superiors, good team player
Week 3: Mengecek kembali chef untuk melihat barang-barang yang sudah mulai mangas, agar tidak perlu saft kasidat baru karena dan barang habis	3	3	Can do all daily tasks very well	Always has great energy and shows initiative
Week 4: tetap fokus dan berprestasi cepat dalam keadaan reservasi tinggi	3/3	4	Fast learner and a good example for others	Shows initiative
TOTAL				
Days Late: -	Days Sick: -	8/10	3/4	2/3
Days Absent: -	Days Absent: -			

MONTH 6: from 25 June to 24 July

Remarks: Big improvement

TASKS LEARNED (filled by intern)	Attendance		Evaluation (by CDP)	
	From breaks, sick or absent	Never late or absent, even comes earlier than scheduled	Performance	Attitude
Week 1: top of Pan stick dan pedas yang sudah selesai membuat untuk event untuk production	1	1	Not show improvement, repeats mistakes	Looks tired, lazy or not interested
Week 2: persiapan final/produksi yang sangat ramai dan banyak barang yang sudah selesai	2	3	Makes mistakes often and progresses slowly	Never complains, listens to superiors, good team player
Week 3: maintenance barang, training untuk mem-berikan makanan khusus dalam hal planning dan lain-lain kualitas makanan	3	4	Can do all daily tasks very well	Always has great energy and shows initiative
Week 4: maintenance persiapan dan produksi makanan	3/3	4	Fast learner and a good example for others	Shows initiative
TOTAL				
Days Late: -	Days Sick: -	9/10	3/4	3/3
Days Absent: -	Days Absent: -			

Remarks: Good

**CONSULTATION FORM INDUSTRIAL TRAINING/
FOODPRENEURSHIP**

No	Date	Topic Consultation	Sign
1	August 13	Consultation 1 by Advisor	Chef Jeri
2	August 18	Revision 1 by Advisor	Chef Jeri
3	August 25	Revision 2 by Advisor	Chef Jeri
4	August 30	Revision 3 by Advisor	Chef Jeri
5	Sept 3	Librarian Check	Ms. Dea
6	Sept 6	Librarian Check	Ms. Dea
7	Sept 10	Librarian Check	Ms. Dea
8	Sept 27	Examiner Check	Ms. Dahlia Ms. Novi
9	Oct 10	Revision 4 by Advisor	Chef Jeri
10	Oct 11	Librarian Check	Ms. Dea



Akademi Kuliner & Patiseri

OTTIMMO
INTERNASIONAL

CULINARY ARTS · GASTRONOMY · BAKING & PASTRY ARTS

Student Name : Luis Ananiel Lukman
 Student Number : 1974130010040
 Exam Day & Date : **Senin, 19 September 2022**
 Lecture : Novi Indah Permata Sari, S.T., M.Sc
 (19951109 2202 083)

No	Correction List	Page	Approval
1.	Anonymous tidak bisa dijadikan acuan.	1	
2.	Tidak boleh ada contraction.		
3.	Tambahkan deskripsi pada par 2-7.		
4.	Report dirapikan lagi (rata kanan kiri dicek)		
5.	Tambahan Penjelasan sebelum tabel (3.1)		
6.	Setiap gambar yang disajikan ditambahkan deskripsi		
7.	Spasi Abstrak 1,5.		
5.	Gunakan spasi 1,5		
6.	Visi Misi Restoran.		

Acknowledge,
Advisor

(Ryan Yemima Iskandar, SS)
19821218 1601 023



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OTTIMMO
 INTERNASIONAL
CULINARY ARTS · GASTRONOMY · BAKING & PASTRY ARTS

Student Name : Luis Ananiel Lukman
 Student Number : 1974130010040
 Exam Day & Date : Senin, 19 September 2022
 Lecture : Dahlia Elianarni, S.T.P., M.Sc
 (19970510 2203 015)

No	Correction List	Page	Approval
1.	Berikan pengantar pada setiap figure ex: Logo restaurant cuaca dapat dilihat pd figure 1.	4, 5, 9 10, 11	
2.	Cukup dijelaskan duration & posisi. Paragraf 2 tidak perlu	2	
3.	Berikan pengertian personal hygiene & sanitation dahulu sebanyak 1 paragraf u/ pengantar	11	
4.	Samakan semua penamaan, using picture or figure		
5.	Paragraf 3 & 4 pada introduction bisa lebih efektif. Langsung disebutkan alasan apa saja memilih cuaca's restaurant	1.	

Acknowledge
 Advisor

(Ryan Yerima Iskandar, SS)
 19821218 1601 023



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OTTIMMO
INTERNASIONAL
CULINARY ARTS · GASTRONOMY · BAKING & PASTRY ARTS

Student Name : Luis Ananiel Lukman
Student Number : 1974130010040
Exam Day & Date : **Senin, 19 September 2022**
Lecture : Ryan Yerima Iskandar, SS
(19821218 1601 023)

No	Correction List	Page	Approval

Acknowledge,
Advisor

(Ryan Yerima Iskandar, SS)
19821218 1601 023