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APPENDIX

a. Internship Certificate



CERTIFICATE

Name : Calvin Hakinen Salim
Place/ date of birth : Surabaya, 17 November 2000
Student of : Ottimmo International

Has successfully completed the job training at de Soematra 1910

Periode : February 23, 2022 to August 22, 2022
Departement : FOOD & BEVERAGE PRODUCT (KITCHEN)

During the above training she has performed her job to our entrie satisfaction.

Surabaya, August 22, 2022


Galih Permadi

HR de Soematra 1910

Jalan Sumatera No 75 Surabaya
T: +62 315010666 F: +62 315023666

b. Internship Appraisal Form

Internship Appraisal Form



INTERNSHIP
PLACE: De Seneviera 1910

First Name Calvin Hakiman Last Name Sakin

Review Period/s : Monthly Quarterly Bi-annually Annually Date Joining
: 22 March 2022

Intern's Position : Hot kitchen and Cold kitchen Department : F&B kitchen

REVIEW DATE : _____ Direct Supervisor : Margento x

GRADING FACTORS

1. ORGANIZATIONAL & COMMUNICATION

Staffs Relations

Consistently demonstrates: attentiveness, courtesy and efficient service to other staff.
Creates friendly environment. 3

Team Player

Cooperates and works well with others. Enthusiastic, portrays a positive manner and
Works toward the Company's goal/s. 3

Follow -Through

Sees tasks through completion. Finishes work so that next shift is prepared. 3

2. CUSTOMERS INTERACTIONS

Customer Relations (*if any)

Consistently demonstrates: attentive, courtesy and efficient service to customers.
Treat customers with Considerations and Respects 3

3. PERSONAL PRESENTATIONS

Grooming Standards

Practices and displays proper grooming, personal hygiene and care.

3

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

Uniforms

Always wear the proper and designated uniform.

3

4. ON THE JOB & KNOWLEDGE

Dependability

Can be counted upon to do what is expected and required

3

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

3

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

Discussions/Notes;

PERFORMANCE SUMMARY * to be filled by OTTIMO International

TOTAL POINTS _____

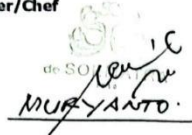
RATING _____

ACTION PLANS FOR DEVELOPMENT NEEDS


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

III. SIGNATURES


On-Site Manager/Owner/Chef

Signature & Stamp:  MURYANTO Dated 23 Agustus 2022

The Intern

Signature:  Calvin Hakim Saem Dated 23 Agustus 2022

OTTIMMO International MasterGourmet Academy

Signature & Stamp:  Dept. Head Student Affairs Dated _____

c. Internship Activities

1. Make and Plate the Mushroom Soup



2. Help and Make the Lobster Thermidor



d. Consultation Form

Alakmi Kuliner & Patiseri
OTTIMMO
INTERNASIONAL

CONSULTATION FORM
INDUSTRIAL TRAINING /
FOODPRENEURSHIP

Name : *Calvin Hekim Satrio*
Student Number : *1724130010049*
Advisor : *Chaf Arys*

No	Date	Topic Consultation	Name/Signature
7	10 Sept 2022	Chapter IV (Conclusion)	<i>Ch</i>
8	10 Sept 2022	Chapter IV (Suggestion)	<i>Ch</i>
9	11 Sept 2022	Bibliography	<i>Ch</i>
10	11 Sept 2022	Appendix	<i>Ch</i>

No	Date	Topic Consultation	Name/Signature
1	3 September 2022	Report writing (executive summary)	<i>Ch</i>
2	8 September 2022	Chapter I	<i>Ch</i>
3	5 September 2022	Chapter I (Revision) Penulisan nama	<i>Ch</i>
4	5 September 2022	Chapter I	<i>Ch</i>
5	6 September 2022	Chapter II (Revision) Vision and Mission sesuai ppt	<i>Ch</i>
6	8 September 2022	Job Description Revision (sesuai ppt)	<i>Ch</i>

e. Revise Form

Kamis, 6 Oktober 2022/14.00-15.00



Akademi Kuliner & Patiseri
OTTIMMO
INTERNASIONAL

CULINARY ARTS GASTRONOMY BAKING & PASTRY ARTS

Student Name : Calvin Hakinen Salim
Student Number : 1974130010049
Exam Day & Date : Kamis, 6 Oktober 2022
Lecture : Arya Putra Sundjaja, S.E.
(19801017 1703 001)

No	Correction List	Page	Approval
	change my name into ARYA PUTRA SUNDJAJA	ii & iii	

Acknowledge,
Advisor

(Arya Putra Sundjaja, S.E.)
19801017 1703 001



Student Name : Calvin Hakinen Salim
 Student Number : 1974130010049
 Exam Day & Date : Kamis, 6 Oktober 2022
 Lecture : Novi Indah Permata Sari, S.T., M.Sc
 (19951109 2202 083)

No	Correction List	Page	Approval
1.	Too many "we". Dalam Penulisan academic Penggunaan "we, you, I" dihindari.	All	Si.
2.	"And" tidak bisa awal kalimat.		Si.
3.	Layout → Margin diperbaiki		Si.
4.	Halaman diperbaiki		Si.
5.	Contraction is not allowed (it's → it is)		Si.
6.	Problem and solves disahkan Ran ?		Si.
7.	pada Ran 35 sebelum tabel ditambahkan deskripsi		Si.
8.	Even dan 49 pernah di handle dijelaskan direport.		Si.

Acknowledge,
 Advisor

(Arya Petra Sundjaja, S.E.)
 19801017 1703 001



Akademi Kuliner & Patiseri
OTTIMMO
 INTERNASIONAL
CULINARY ARTS GASTRONOMY BAKING & PASTRY ARTS

Student Name : Calvin Hakinen Salim
 Student Number : 1974130010049
 Exam Day & Date : Kamis, 6 Oktober 2022
 Lecture : Dahlia Elianarni, S.T.P., M.Sc
 (19970510 2203 015)

No	Correction List	Page	Approval
1.	Latar belakang perlu diperbaiki, alasan internship & alasan pemilihan de soematra	1.	
2.	1.3 bisa masuk ke hal 2 (dirapikan)	2.	
3.	Berikan penjelasan kepanjangan B.E.O	8	
4.	Jelaskan perparagraf ul hygiene pegawai, peralatan, dan tempat kerja	13	
5.	Berikan penjelasan kepanjangan CDP	14	
6.	CDP tidak masuk pada kitchen brigade	14	
7.	Perbaiki penulisan tabel	15	
8.	Problem & Solved buat poin - poin agar jelas	16	

Acknowledge,
 Advisor

(Arya Putra Sundjaja, S.E.)
 19801017 1703 001