

<p><b>A Direct Costs</b>  Food  Labour  Cleaning Materials  Minor Repairs  Kitchen Painting  Uniform</p>	<p><b>B Indirect Costs</b>  Tables  Waste Collection  Utilities  Ventilation Cleaning  Boiler  Plumbing  Toilet Accommodation  Roofs  Walls  Ceilings  Floors  Drains  Heavy Equipment</p>
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**C Service Level Agreement – Support Package**

- Menus & Marketing
- Health & Safety
- Advice on equipment & procurement
- Portable Appliance Testing in kitchens
- Catering Staff insurance
- Liaison with Environmental Health
- Premises registration
- Quality Assurance visits
- Payment of invoices
- Cash collection
- Personnel, Wages / Salaries
- Recruitment & Selection
- Emergency cover
- Administration – stationery, telephones, postage
- Minor repairs to value of £200 per kitchen
- Light equipment
- Management time
- Nursery milk administration
- Tables set for sandwich eaters