

KW HOSPITALITY

Hotel Bakery Equipment Master Checklist

Procurement • Technical Review • Supplier Coordination • Approval • Commissioning

Document	Hotel Bakery Equipment Master Checklist
Version	1.0
Prepared for	KW Hospitality / KWHospitality.com
Checklist scope	163 equipment, OS&E, utility and commissioning items
Project	
Target opening date	

Use of this checklist

- Use the checkbox column to confirm that each item has been reviewed.
- Classify scope as Essential or Optional for the specific hotel production model.
- Replace baseline capacities and quantities with project-approved requirements.
- Record the proposed supplier and update the approval status throughout submittal review.
- Verify final model data against manufacturer technical submittals, coordinated MEP drawings and local authority requirements.
- Do not release equipment for production until access, utilities, tray/rack compatibility, certification, installation and commissioning responsibilities are confirmed.

Technical disclaimer: This document is a procurement framework, not a substitute for the approved design, manufacturer submittal, food-safety plan, MEP coordination, fire engineering or local code review.

MASTER EQUIPMENT CHECKLIST

Checkboxes and blank supplier/reviewer fields are intended for project use. Baseline quantities are starting points only.

1. Receiving & Ingredient Storage

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	RS-01	Receiving platform scale	Washable commercial platform; verify calibration range and load-cell protection.	Essential	Sized for the heaviest expected ingredient delivery or container.	Electrical/battery as specified; level floor.	1		Not Submitted
☐	RS-02	Bench scale	Stainless platform with tare, unit conversion and check-weigh functions.	Essential	Typically 15-30 kg range with suitable graduation.	Electrical or rechargeable battery.	2		Not Submitted
☐	RS-03	Precision ingredient scale	For yeast, improvers, salt, colors and low-dose ingredients.	Essential	Resolution selected for the smallest controlled ingredient quantity.	Electrical or rechargeable battery.	2		Not Submitted
☐	RS-04	Dry-storage shelving	Food-service shelving with adjustable tiers and cleanable, corrosion-resistant finish.	Essential	Linear shelf capacity based on maximum par stock and delivery frequency.	None; maintain code-required floor and wall clearances.	As required		Not Submitted
☐	RS-05	Dunnage racks	Keep flour, sugar and boxed ingredients clear of the floor.	Essential	Sized for palletized and bulk bag storage.	None.	As required		Not Submitted
☐	RS-06	Mobile ingredient bins	Food-grade bins with lids and ingredient identification labels.	Essential	Capacity matched to bag size and daily consumption.	None.	As required		Not Submitted
☐	RS-07	Bulk flour bin	Sealed food-grade bin; consider dust control and ergonomic dispensing.	Optional	One or more full delivery bags plus operating reserve.	None; optional dust extraction connection.	1		Not Submitted
☐	RS-08	Bulk sugar bin	Sealed, cleanable and clearly labeled to prevent cross-use.	Optional	Sized for peak daily production and reorder cycle.	None.	1		Not Submitted
☐	RS-09	Lockable allergen-storage cabinet	Dedicated, labeled storage for nuts, sesame and other controlled allergens.	Essential	Sized for approved allergen inventory and segregated utensils.	None.	1		Not Submitted
☐	RS-10	Reach-in ingredient refrigerator	Dedicated cold storage for dairy, eggs, fillings and temperature-sensitive ingredients.	Essential	Net usable volume based on maximum production par.	Electrical; condensate management; ventilation clearance.	1		Not Submitted
☐	RS-11	Reach-in ingredient freezer	Dedicated frozen storage with accessible shelving and temperature display.	Essential	Net usable volume based on frozen ingredient and product par.	Electrical; condensate management; ventilation clearance.	1		Not Submitted
☐	RS-12	Walk-in cooler/freezer package	Include insulated enclosure, shelving, door protection and monitored temperatures.	Optional	Room size based on storage study, aisle clearance and maximum par.	Electrical, refrigeration, drainage and ventilation as designed.	Project-specific		Not Submitted

2. Ingredient Preparation & Water Control

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	IP-01	Flour sifter	Select enclosed design where possible; confirm screen size and cleaning access.	Optional	Throughput must exceed peak mixer charging rate.	Electrical; dust extraction where required.	1		Not Submitted
☐	IP-02	Water dosing/metering unit	Programmable delivery improves batch consistency and traceability.	Optional	Flow rate and batch volume matched to largest mixer batch.	Electrical, potable cold/hot water and drain as specified.	1		Not Submitted
☐	IP-03	Water chiller	Controls dough temperature in warm climates and high-volume production.	Optional	Sized by water volume per batch, inlet temperature and production frequency.	Electrical, water and drain; ventilation clearance.	1		Not Submitted
☐	IP-04	Bakery water-filtration system	Specify treatment based on local water report and manufacturer requirements.	Essential	Flow rate must support simultaneous connected bakery equipment.	Water, drain and replacement-filter access.	1		Not Submitted
☐	IP-05	Water softener	Use where hardness can affect steam equipment, proofers or warewashing.	Optional	Sized by water hardness, peak flow and regeneration cycle.	Water, drain, electrical if automatic.	1		Not Submitted
☐	IP-06	Ingredient dispensing/staging station	Organizes weighed ingredients by batch and reduces dosing errors.	Essential	Number of batch positions based on concurrent production plan.	None.	1		Not Submitted
☐	IP-07	Mobile bin lifter or bag tipper	Ergonomic handling for heavy flour and sugar loads.	Optional	Rated load must exceed the heaviest bin or bag.	Electrical or hydraulic as specified; charging point if battery powered.	1		Not Submitted
☐	IP-08	Ice machine	Use when recipes or dough-temperature control require measured ice.	Optional	Daily production and bin capacity based on peak recipe demand.	Electrical, potable water, drain and ventilation.	1		Not Submitted

3. Mixing & Emulsifying

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	MX-01	Spiral mixer - small batch	For bread and yeast dough; verify minimum workable batch.	Essential	Capacity based on dough weight, hydration and batches per hour.	Electrical; 1-phase or 3-phase per model.	1		Not Submitted
☐	MX-02	Spiral mixer - production	Higher-capacity unit for banquet, resort or central-production demand.	Optional	Sized for peak dough kilograms per hour with cleaning allowance.	Electrical; typically 3-phase; floor loading and clearance.	1		Not Submitted
☐	MX-03	Planetary mixer - countertop	For creams, fillings, batters and small pastry batches.	Essential	Bowl volume and attachment rating based on smallest recurring batch.	Electrical; countertop load and clearance.	1		Not Submitted
☐	MX-04	Planetary mixer - floor model	General pastry production with dough hook, beater and whip.	Essential	Typically 40-60 qt class; verify product-specific maximum loads.	Electrical; often 3-phase for larger models.	1		Not Submitted
☐	MX-05	Heavy-duty planetary mixer	Additional capacity for large banquet and dessert production.	Optional	80 qt or project-specific; check duty cycle and bowl handling.	Electrical; 3-phase; floor loading.	1		Not Submitted
☐	MX-06	Additional removable mixer bowls	Supports parallel preparation and reduces washing bottlenecks.	Essential	At least one additional bowl for each critical mixer.	None.	As required		Not Submitted
☐	MX-07	Mixer bowl truck/dolly	Safe movement of filled bowls between mixer and workstations.	Essential	Compatible with selected bowl diameter and loaded weight.	None.	As required		Not Submitted
☐	MX-08	Dough-hook attachment set	Confirm attachment is manufacturer-approved for mixer and load.	Essential	One working set plus critical spare where lead time is long.	None.	As required		Not Submitted
☐	MX-09	Flat-beater/paddle attachment set	For batters, creams and fillings.	Essential	Matched to every planetary mixer bowl size.	None.	As required		Not Submitted

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	MX-10	Wire-whip attachment set	For whipping cream, meringue and aerated products.	Essential	Matched to every planetary mixer bowl size.	None.	As required		Not Submitted
☐	MX-11	Immersion blender	Commercial continuous-duty model with removable shaft.	Essential	Shaft length and motor rating based on largest vessel.	Electrical.	2		Not Submitted

4. Dough Make-up & Forming

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	DF-01	Stainless-steel bakery worktable	Heavy-duty top, undershelf and adjustable feet or mobile casters.	Essential	Worktop length based on operators, product flow and tray staging.	None; optional convenience outlets.	As required		Not Submitted
☐	DF-02	Marble or granite pastry table	Temperature-stable surface for laminated dough and chocolate work.	Essential	Surface area based on sheeting width and simultaneous operators.	None; verify structural floor loading.	1		Not Submitted
☐	DF-03	Floor-model dough sheeter	Reversible belt, safety guards and removable flour trays.	Essential	Belt width and roller gap based on largest laminated product.	Electrical; floor space and safe operating clearance.	1		Not Submitted
☐	DF-04	Tabletop dough sheeter	Compact supplementary unit for low-volume or satellite use.	Optional	Belt width matched to pastry product and bench space.	Electrical; stable bench.	1		Not Submitted
☐	DF-05	Manual dough divider	Consistent portioning for rolls and small bread batches.	Essential	Piece-weight range matched to menu and peak pieces per hour.	None or electrical depending on model.	1		Not Submitted
☐	DF-06	Automatic divider-rounder	High-output portioning and rounding for buns and rolls.	Optional	Output pieces per cycle/hour based on banquet peak.	Electrical; compressed air if specified.	1		Not Submitted
☐	DF-07	Dough rounder	For bread production where divider and rounder are separate.	Optional	Throughput must match divider output.	Electrical.	1		Not Submitted
☐	DF-08	Dough moulder	Forms loaves consistently and reduces manual handling.	Optional	Piece-weight range and throughput matched to bread program.	Electrical.	1		Not Submitted
☐	DF-09	Croissant cutting station	Cutter, rolling tools and guides matched to finished product size.	Optional	Width matched to sheeter and target pieces per sheet.	None or electrical for automated cutter.	1		Not Submitted
☐	DF-10	Bread slicer	Select slice thickness, loaf dimensions and crumb-management features.	Essential	Loaves per hour based on breakfast and banquet dispatch.	Electrical; dust/crumb collection as specified.	1		Not Submitted
☐	DF-11	Bun or roll divider	Dedicated sizing for high-volume breakfast and banquet rolls.	Optional	Piece-weight range and hourly output matched to service demand.	Electrical or manual.	1		Not Submitted
☐	DF-12	Tart or pie press	Improves consistency for high-volume tart shells.	Optional	Mold diameter and cycles/hour based on pastry menu.	Electrical and/or compressed air.	1		Not Submitted
☐	DF-13	Cookie depositor	For consistent cookies, choux and selected batter products.	Optional	Deposits/hour and product-changeover time.	Electrical; compressed air if specified.	1		Not Submitted
☐	DF-14	Mobile dough-resting bench or cabinet	Provides controlled queue between mixing, dividing and forming.	Essential	Capacity for at least one peak production wave.	None; refrigeration if controlled cabinet.	1		Not Submitted

5. Proofing & Fermentation

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	PF-01	Reach-in proofer	For moderate tray volumes and flexible production.	Essential	Tray capacity matched to at least one oven load.	Electrical, water and drain as specified.	1		Not Submitted
☐	PF-02	Roll-in proofer	Accepts full mobile rack and reduces tray handling.	Optional	Rack format and capacity matched to oven system.	Electrical, water, drain and floor clearance.	1		Not Submitted
☐	PF-03	Retarder-proofer	Supports overnight production and multiple service periods.	Essential	Capacity based on next-service tray load and production schedule.	Electrical, refrigeration, water and drain.	1		Not Submitted
☐	PF-04	Fermentation cabinet	For controlled sourdough, preferment or specialty fermentation.	Optional	Container/tray capacity based on menu and fermentation time.	Electrical; humidity/water if specified.	1		Not Submitted
☐	PF-05	Proofing racks	Use the selected tray standard and compatible runner spacing.	Essential	Quantity based on simultaneous proofing, staging and cooling demand.	None.	As required		Not Submitted
☐	PF-06	Proofing rack covers	Food-safe washable covers for moisture and contamination control.	Essential	One per rack plus replacement reserve.	None.	As required		Not Submitted
☐	PF-07	Digital temperature and humidity monitor	Independent verification of proofer conditions.	Essential	Range and accuracy suitable for proofing environment.	Battery or electrical; optional data logging.	2		Not Submitted

6. Baking & Thermal Production

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	BT-01	Full-size convection oven	General pastries, cookies and breakfast production.	Essential	Tray loads/hour based on bake time, recovery and peak output.	Electrical or gas; ventilation/condensate requirements by model.	1		Not Submitted
☐	BT-02	Double-stack convection oven	Adds capacity and redundancy within limited footprint.	Optional	Combined tray loads/hour matched to peak service window.	Electrical or gas; ventilation; stacked service clearance.	1		Not Submitted
☐	BT-03	Deck oven	For artisan bread, pizza and products requiring controlled deck heat.	Optional	Deck area and number of chambers based on product mix.	Electrical or gas; steam, water and ventilation as specified.	1		Not Submitted
☐	BT-04	Single-rack rotary oven	High-volume, consistent production using mobile racks.	Optional	One full rack per cycle; output based on bake/recovery time.	Gas or electrical, water/steam, drain and exhaust.	1		Not Submitted
☐	BT-05	Double-rack rotary oven	For convention hotels, resorts or central production.	Optional	Two racks per cycle; verify door, floor and loading access.	Gas or electrical, water/steam, drain and exhaust.	1		Not Submitted
☐	BT-06	Combination oven	Flexible steam/convection production and selected bakery support.	Optional	Tray capacity and cooking modes based on shared kitchen use.	Electrical or gas, water, drain and ventilation.	1		Not Submitted
☐	BT-07	Pizza or artisan bread oven	Dedicated high-temperature production where menu requires.	Optional	Deck size and recovery based on peak covers and product size.	Electrical, gas or solid fuel; code-specific exhaust.	1		Not Submitted
☐	BT-08	Induction cooktop	For pastry creams, glazes, fillings and small-batch cooking.	Essential	Number of zones based on simultaneous preparation tasks.	Electrical; compatible cookware.	1		Not Submitted
☐	BT-09	Countertop electric range or hot plate	Backup or supplementary thermal production.	Optional	Duty rating and number of zones matched to task load.	Electrical.	1		Not Submitted
☐	BT-10	Steam-jacketed kettle	For high-volume fillings, syrups, custards and jams.	Optional	Working volume based on largest recipe batch.	Steam or electrical; water, drain and ventilation as specified.	1		Not Submitted

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	BT-11	Commercial microwave oven	Rapid melting, reheating and controlled small-batch tasks.	Essential	Duty cycle and cavity size based on production use.	Electrical; dedicated circuit as required.	1		Not Submitted
☐	BT-12	Oven loader or loading device	Reduces manual handling for deck ovens.	Optional	Width and deck alignment matched to selected oven.	None or electrical/hydraulic by model.	1		Not Submitted
☐	BT-13	Oven rack and trolley set	Use manufacturer-approved racks compatible with tray standard.	Essential	At least one active rack plus staging/cooling requirement.	None.	As required		Not Submitted

7. Cooling, Refrigeration & Holding

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	CR-01	Mobile cooling racks	Open airflow and tray compatibility for controlled cooling.	Essential	Quantity based on simultaneous oven loads and cooling time.	None.	As required		Not Submitted
☐	CR-02	Cooling-rack covers	Protection during holding and internal transport.	Essential	One per rack plus replacement reserve.	None.	As required		Not Submitted
☐	CR-03	Blast chiller	Rapid cooling for food safety, pastry quality and production planning.	Essential	Kg/cycle based on largest hot product batch and required pull-down time.	Electrical, refrigeration, drain and ventilation.	1		Not Submitted
☐	CR-04	Blast freezer	For frozen dough, desserts and extended production planning.	Optional	Kg/cycle based on freezing load and target core temperature.	Electrical, refrigeration, drain and ventilation.	1		Not Submitted
☐	CR-05	Reach-in production refrigerator	Point-of-use storage for creams, fillings and prepared components.	Essential	Usable shelf volume based on in-process par.	Electrical; condensate management and ventilation clearance.	1		Not Submitted
☐	CR-06	Reach-in production freezer	Point-of-use storage for frozen components and products.	Essential	Usable volume based on frozen production plan.	Electrical; condensate management and ventilation clearance.	1		Not Submitted
☐	CR-07	Undercounter refrigerator	Cold storage at make-up or finishing stations.	Essential	Drawer/door capacity matched to station mise en place.	Electrical; ventilation clearance.	As required		Not Submitted
☐	CR-08	Undercounter freezer	Point-of-use frozen storage.	Optional	Capacity matched to station product range.	Electrical; ventilation clearance.	As required		Not Submitted
☐	CR-09	Refrigerated pastry worktable	Integrated worktop and cold storage for high-use ingredients.	Optional	Length and door/drawer layout based on operators and menu.	Electrical; condensate and ventilation.	1		Not Submitted
☐	CR-10	Refrigerated ingredient rail	Controlled toppings and filling ingredients at finishing station.	Optional	Pan count and temperature range based on menu.	Electrical; ventilation clearance.	1		Not Submitted
☐	CR-11	Heated holding cabinet	Short-term holding for selected bread and banquet products.	Optional	Tray/rack capacity based on dispatch wave.	Electrical; optional humidity/water.	1		Not Submitted
☐	CR-12	Temperature data logger	Independent traceability for cold storage and critical processes.	Essential	Number of monitored zones and required reporting interval.	Battery/electrical; network optional.	As required		Not Submitted

8. Pastry Finishing, Decorating & Chocolate

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	PD-01	Refrigerated finishing counter	Cold worktop storage for creams, fruits and finished components.	Essential	Length and refrigerated volume based on simultaneous staff.	Electrical; condensate and ventilation.	1		Not Submitted
☐	PD-02	Stainless-steel finishing table	Dedicated clean area for final assembly and decoration.	Essential	Worktop area based on product mix and dispatch peaks.	None; optional convenience outlets.	1		Not Submitted
☐	PD-03	Chocolate tempering machine	Controlled tempering for couverture and decorative work.	Optional	Bowl/tank capacity based on largest chocolate batch.	Electrical.	1		Not Submitted
☐	PD-04	Chocolate enrober	High-volume coating for pralines, cakes or bars.	Optional	Belt width and kg/hour based on product program.	Electrical; controlled ambient conditions.	1		Not Submitted
☐	PD-05	Food-grade airbrush or spray system	For cocoa butter, glaze and decorative spraying.	Optional	Gun count and compressor capacity based on operators.	Electrical and food-grade compressed air; extraction as required.	1		Not Submitted
☐	PD-06	Piston depositor or filling machine	Consistent deposits for creams, jams and batters.	Optional	Deposit range and cycles/minute matched to products.	Electrical and/or compressed air.	1		Not Submitted
☐	PD-07	Glazing machine	Controlled coating for high-volume pastry production.	Optional	Belt width and output matched to production line.	Electrical; water/drain for cleaning if specified.	1		Not Submitted
☐	PD-08	Cream whipping machine	Consistent whipped cream for high-volume finishing.	Optional	Liters/hour based on peak finishing requirement.	Electrical; refrigerated feed depending on model.	1		Not Submitted
☐	PD-09	Fruit slicer or cutter	Consistent decorative fruit preparation.	Optional	Piece size and hourly output based on menu.	Electrical or manual.	1		Not Submitted
☐	PD-10	Cake turntables	Stable, cleanable turntables for finishing and decoration.	Essential	One per active decorator plus reserve.	None.	As required		Not Submitted
☐	PD-11	Chocolate melting tank	Controlled melting and holding without repeated microwave use.	Optional	Working volume based on chocolate production batch.	Electrical.	1		Not Submitted

9. Bakeware, Trays & Racks

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	BR-01	Primary bakery trays or sheet pans	Adopt one documented standard across ovens, proofers and racks.	Essential	Quantity based on peak in-process trays plus cleaning reserve.	None.	As required		Not Submitted
☐	BR-02	Perforated bakery trays	For products requiring improved airflow and base texture.	Essential	Quantity based on product mix and peak tray demand.	None.	As required		Not Submitted
☐	BR-03	Baguette trays	Perforation and channel dimensions matched to baguette size.	Optional	Enough for maximum simultaneous proof and bake load.	None.	As required		Not Submitted
☐	BR-04	Bread loaf pans	Material, coating and volume matched to loaf specification.	Essential	Quantity based on peak loaf batch plus cooling/cleaning reserve.	None.	As required		Not Submitted
☐	BR-05	Pullman pans with lids	For uniform sandwich loaves where required.	Optional	Quantity based on menu and peak batch.	None.	As required		Not Submitted
☐	BR-06	Cake pans - assorted sizes	Standardize diameters and depths to menu and portioning.	Essential	At least two complete peak-batch sets per core size.	None.	As required		Not Submitted
☐	BR-07	Muffin and cupcake trays	Cavity size, coating and tray dimensions to match oven standard.	Essential	Quantity based on breakfast and banquet peak.	None.	As required		Not Submitted
☐	BR-08	Tart rings and molds	Standardize sizes for plating, production and replacement.	Essential	Sets based on maximum simultaneous production.	None.	As required		Not Submitted

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	BR-09	Pie and quiche pans	Specify diameter, depth, material and removable-base requirement.	Optional	Quantity based on savory and pastry menu.	None.	As required		Not Submitted
☐	BR-10	Silicone baking mats	Food-grade, heat-rated and matched to primary tray size.	Essential	One per active tray plus cleaning reserve.	None.	As required		Not Submitted
☐	BR-11	Parchment dispenser and cutter	Controlled dispensing improves speed and reduces waste.	Essential	Width matched to primary tray standard.	None.	1		Not Submitted
☐	BR-12	Cooling grids	Compatible with tray size and finished product dimensions.	Essential	Quantity based on maximum simultaneous cooling load.	None.	As required		Not Submitted
☐	BR-13	Proofing baskets or bannetons	Material and size matched to artisan bread program.	Optional	Quantity based on longest proof cycle and peak batch.	None.	As required		Not Submitted
☐	BR-14	Mobile speed racks	Runner spacing and wheel specification matched to site conditions.	Essential	Based on simultaneous proofing, baking, cooling and transport.	None.	As required		Not Submitted
☐	BR-15	Tray storage rack	Keeps clean trays organized and protected.	Essential	Capacity for clean tray inventory by type.	None.	As required		Not Submitted
☐	BR-16	Cake carriers and transport boxes	Reusable, cleanable and sized to standard cake formats.	Essential	Quantity based on banquet and outlet dispatch peaks.	None.	As required		Not Submitted

10. Bakery Smallwares & Measurement

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	SM-01	Mixing-bowl set	Stainless bowls in standardized nested sizes.	Essential	Sets based on simultaneous recipes and washing turnaround.	None.	As required		Not Submitted
☐	SM-02	Measuring jugs, cups and spoons	Use clearly graduated food-safe sets.	Essential	One complete set per production station.	None.	As required		Not Submitted
☐	SM-03	Dough scrapers and bench knives	Include rigid and flexible types with color coding where needed.	Essential	One set per baker plus reserve.	None.	As required		Not Submitted
☐	SM-04	Bowl scrapers and spatulas	Heat-resistant food-grade materials in multiple sizes.	Essential	One working set per mixer/finishing station.	None.	As required		Not Submitted
☐	SM-05	Whisks	Multiple lengths and wire gauges for batch sizes.	Essential	One set per pastry station.	None.	As required		Not Submitted
☐	SM-06	Pastry brushes	Separate sets for egg wash, butter and allergen-controlled tasks.	Essential	Color-coded sets based on production zones.	None.	As required		Not Submitted
☐	SM-07	Rolling pins	Straight, tapered and specialty types as required.	Essential	One per active bench plus reserve.	None.	As required		Not Submitted
☐	SM-08	Piping bags and nozzle sets	Reusable and disposable options with organized storage.	Essential	Sets based on decorators and menu complexity.	None.	As required		Not Submitted
☐	SM-09	Bread knives and slicing knives	Commercial-grade, replaceable and stored safely.	Essential	One per station plus sharpened reserve.	None.	As required		Not Submitted
☐	SM-10	Scoring blades and lames	Controlled blade storage and disposal required.	Essential	One per bread station plus replacement blades.	None.	As required		Not Submitted
☐	SM-11	Portion scoops and dishers	Standardize sizes to recipe yield and portion control.	Essential	Full approved size range used by the menu.	None.	As required		Not Submitted
☐	SM-12	Ingredient scoops	Dedicated, labeled scoops kept with ingredient bins.	Essential	One per bulk ingredient plus cleaning reserve.	None.	As required		Not Submitted
☐	SM-13	Sieves and strainers	Multiple mesh sizes for flour, icing sugar and sauces.	Essential	One set per prep area.	None.	As required		Not Submitted
☐	SM-14	Probe thermometers	Calibratable and suitable for food-contact use.	Essential	One per production zone plus calibrated reserve.	Battery.	As required		Not Submitted
☐	SM-15	Infrared thermometer	For rapid surface checks; not a substitute for core measurements.	Essential	Temperature range suitable for refrigeration and baking checks.	Battery.	1		Not Submitted
☐	SM-16	Digital timers	Multi-channel units for ovens, proofing and cooling tasks.	Essential	Number of simultaneous timed processes.	Battery/electrical.	As required		Not Submitted
☐	SM-17	Color-coded allergen tool sets	Dedicated utensils, containers and brushes for controlled recipes.	Essential	One complete set per declared allergen-control program.	None.	As required		Not Submitted
☐	SM-18	Label printer and date-coding system	Water-resistant labels with batch, date and allergen information.	Essential	Print volume based on production lots and storage locations.	Electrical/network optional.	1		Not Submitted

11. Warewashing, Sanitation & Waste

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	WS-01	Dedicated hand-wash sink	Hands-free controls where specified; include soap and towel dispensers.	Essential	Quantity and location according to workflow and local code.	Hot/cold water, drain and wall protection.	As required		Not Submitted
☐	WS-02	Three-compartment sink	For manual wash, rinse and sanitize procedures.	Essential	Bowl size must accommodate largest smallware or pan.	Hot/cold water, drain and grease/waste connection as required.	1		Not Submitted
☐	WS-03	Pot-wash sink	Deep bowls and reinforced construction for mixer bowls and large utensils.	Essential	Sized for largest bowl, tray or removable equipment part.	Hot/cold water, drain and pre-rinse connection.	1		Not Submitted
☐	WS-04	Pre-rinse spray unit	Commercial hose and spray valve with serviceable fittings.	Essential	Reach and flow suitable for the wash sink.	Hot/cold water; backflow protection as required.	1		Not Submitted
☐	WS-05	Undercounter dishwasher	For low-to-moderate smallware loads or satellite bakery.	Optional	Racks/hour based on utensil and smallware turnover.	Electrical, hot/cold water, drain, chemicals and ventilation.	1		Not Submitted
☐	WS-06	Hood-type dishwasher	Higher-throughput option for trays and bakery utensils.	Optional	Racks/hour based on peak cleaning load.	Electrical or steam, water, drain, chemicals and hood as required.	1		Not Submitted
☐	WS-07	Pot and utensil washer	For mixer bowls, trays and large bakery tools.	Optional	Chamber size and cycles/hour based on largest items.	Electrical/steam, water, drain, chemicals and ventilation.	1		Not Submitted
☐	WS-08	Mobile drying rack	Clean separation from dirty return and adequate airflow.	Essential	Capacity for one peak wash cycle.	None.	1		Not Submitted
☐	WS-09	Chemical dosing system	Locked, labeled and calibrated for detergents and sanitizers.	Essential	Channels and flow matched to connected warewashing equipment.	Electrical, water and chemical feed.	1		Not Submitted
☐	WS-10	Color-coded cleaning-tool set	Dedicated brushes, squeegees and cloths by hygiene zone.	Essential	Complete set for bakery and separate allergen-control tasks.	None.	As required		Not Submitted

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	WS-11	Lidded waste and recycling bins	Hands-free lids where appropriate; cleanable and clearly labeled.	Essential	Capacity based on waste study and removal frequency.	None.	As required		Not Submitted
☐	WS-12	Approved bakery dust vacuum	Use equipment appropriate to the assessed flour-dust hazard.	Essential	Collection capacity and filtration matched to cleaning plan.	Electrical; certification and grounding as required.	1		Not Submitted
☐	WS-13	Sanitizer test kit and dispensers	Supports verification of chemical concentration and hygiene controls.	Essential	Test range matched to approved sanitizer.	None.	As required		Not Submitted

12. Internal Transport & Distribution

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	TD-01	Sheet-pan transport trolley	Compatible with tray standard, elevators and internal routes.	Essential	Tray capacity based on outlet dispatch wave.	None.	As required		Not Submitted
☐	TD-02	Insulated hot transport cart	Maintains temperature for banquet and remote outlets.	Optional	Pan/tray capacity based on peak route and holding time.	Electrical for active holding; none for passive type.	As required		Not Submitted
☐	TD-03	Refrigerated transport cart	For chilled desserts and sensitive fillings.	Optional	Capacity and battery/runtime based on longest route.	Electrical/battery; charging location.	As required		Not Submitted
☐	TD-04	Ambient bakery transport cart	Enclosed, cleanable and protected from contamination.	Essential	Shelf/tray capacity based on daily distribution plan.	None.	As required		Not Submitted
☐	TD-05	Cake transport trolley	Stable shelf geometry and restraints for decorated cakes.	Essential	Number of cakes and maximum diameter/height.	None or refrigerated depending on model.	1		Not Submitted
☐	TD-06	Reusable delivery crates and totes	Stackable, washable and labeled by outlet or route.	Essential	Quantity based on routes, returns and cleaning cycle.	None.	As required		Not Submitted

13. Safety, Compliance & Monitoring

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	SC-01	Machine guards and interlocks	Verify all moving parts, bowls, belts and access doors are protected.	Essential	Manufacturer-standard and compliant with project requirements.	Integrated with equipment electrical controls.	Per machine		Not Submitted
☐	SC-02	Emergency-stop stations	Clearly accessible and identified at relevant powered equipment.	Essential	Number and position based on risk assessment and layout.	Electrical/control wiring.	As required		Not Submitted
☐	SC-03	Lockout/tagout kit	Department kit for authorized maintenance and isolation procedures.	Essential	Locks, tags and devices matched to isolation points.	None.	1		Not Submitted
☐	SC-04	Fire-extinguisher set	Type, quantity and mounting determined by fire consultant/local code.	Essential	Coverage based on hazards, floor area and travel distance.	None.	As required		Not Submitted
☐	SC-05	First-aid kit	Food-service appropriate and located for rapid access.	Essential	Stock level based on staffing and local requirements.	None.	1		Not Submitted
☐	SC-06	PPE station	Heat gloves, cut protection, aprons, eye protection and hearing protection as assessed.	Essential	Sets based on maximum shift staffing.	None.	1		Not Submitted
☐	SC-07	Anti-fatigue and slip-resistant mats	Beveled edges and cleanable construction.	Essential	Coverage at prolonged standing workstations.	None.	As required		Not Submitted
☐	SC-08	Gas detection and interlock system	Required where specified by local code or project risk assessment.	Optional	Sensor and valve coverage based on gas equipment layout.	Electrical, control wiring and gas-valve interface.	1		Not Submitted
☐	SC-09	Flour-dust extraction/collection system	Engineer where production volume and dust assessment require.	Optional	Airflow and capture points based on dust-generation study.	Electrical, ducting, grounding and safe discharge.	1		Not Submitted
☐	SC-10	Digital temperature-monitoring system	Central alerts and records for cold rooms and critical equipment.	Optional	Number of probes/zones and data-retention requirement.	Electrical/network; battery backup.	1		Not Submitted

14. Utilities, Installation & Commissioning

✓	Item ID	Equipment / Item	Technical / Procurement Notes	Essential / Optional	Capacity / Sizing Criteria	Utility Requirement	Quantity	Supplier	Approval Status
☐	UI-01	Exhaust hood or canopy	Coordinate appliance duty, capture area, fire protection and access.	Optional	Air volume based on appliance heat/moisture and consultant design.	Electrical, ductwork, make-up air and fire-system interface.	Project-specific		Not Submitted
☐	UI-02	Condensate hood	For steam-producing equipment where grease hood is not required.	Optional	Capture area and airflow based on appliance plume.	Electrical and ductwork as designed.	Project-specific		Not Submitted
☐	UI-03	Make-up air system	Balanced with exhaust to protect comfort and appliance operation.	Optional	Air volume coordinated with total exhaust and room pressure.	Electrical, controls, heating/cooling as designed.	Project-specific		Not Submitted
☐	UI-04	Backflow-prevention devices	Provide where required on connected water-fed equipment.	Essential	Device type and size based on connection and local code.	Potable water connection.	As required		Not Submitted
☐	UI-05	Drain-tempering kit	Protects drainage system from high-temperature discharge.	Optional	Flow capacity matched to connected oven or warewasher.	Cold water, drain and control connection.	As required		Not Submitted
☐	UI-06	Gas regulator and safety train	Manufacturer-approved pressure control, isolation and safety components.	Optional	Sized for total connected gas load and supply pressure.	Gas, electrical controls and ventilation interface.	As required		Not Submitted
☐	UI-07	Equipment isolation switches	Local lockable isolation for powered equipment.	Essential	Rating matched to each equipment circuit.	Electrical.	Per powered item		Not Submitted
☐	UI-08	Mobile-equipment restraint kits	Gas, water or electrical restraints where mobile units are connected.	Essential	Rated for appliance and connector arrangement.	Mechanical installation.	As required		Not Submitted
☐	UI-09	Seismic anchoring kits	Use where required by project structural criteria.	Optional	Designed for equipment mass, center of gravity and site zone.	Structural fixing.	As required		Not Submitted
☐	UI-10	Equipment plinths and stands	Correct working height, cleanability and service access.	Essential	Dimensions and load rating matched to equipment.	None; floor fixing where required.	As required		Not Submitted
☐	UI-11	Food-grade compressed-air system	For depositors or spray systems; include filtration and moisture control.	Optional	Pressure and flow based on simultaneous connected demand.	Electrical, air piping and drainage.	1		Not Submitted
☐	UI-12	Critical spare-parts and start-up kit	Separate commissioning spares, consumables and long-lead critical parts.	Essential	Based on manufacturer recommendation and local service availability.	None.	1 set		Not Submitted

Final Project Approval

Role	Name	Signature	Date
Executive Chef / Pastry Chef			
Hotel Procurement			
Kitchen Consultant			
MEP / Engineering			
Project Management			