

USNS GENERAL JOHN POPE T-AP 110
OFFICE OF THE CHIEF STEWARD

NIGHT PANTRYMAN (OFFICER) JOB INSTRUCTIONS

583-1

1. Take over general operation of the ships Officer's and Cabin Passenger's night lunches, as per detailed instructions following.
2. At times you may be required to take over operation of the Crew's night lunch in addition to your regular duties. At such times you will have the additional duty of waking Steward Department personnel at specified hours.
3. Observe strict sanitation procedures at all times.
4. Wear prescribed uniforms, in good condition, and keep yourself physically clean and neat-appearing when on duty.
5. Keep unauthorized personnel from using Pantries under your supervision.
6. Observe all safety rules, regulations and orders.
7. Do not prepare coffee, or set out foods, a long time in advance. Arrange your work schedule so that fresh coffee is available at the required hours.
8. The ships Officer's night lunch should be ready by 1930 at the latest. Learn the approximate amounts of coffee consumed during various hours of the night lunch operation so that it is not wasted but sufficient quantities on hand so that the urn never runs empty.
 - (a) Around 2130 sufficient fresh coffee should be prepared to last till 2330, at which time a fresh urn will be brewed. By 0330 another fresh batch should be prepared.
 - (b) When the 0400 change-of-watch has finished with the facilities of the Pantry it will be thoroughly policed. All meats, cheese and other foods of a similar nature will be transferred to the 3rd deck walk-in reefer box.
9. Your work spread for the Cabin Passenger's night lunch will start at 2030. Work with the Deck Steward setting up this lunch and assist in serving it. At completion remove all chinaware, ash trays, paper cups, etc. from the tables.
10. Your last duty before going off watch at 0545 will be the preparation of fresh coffee in the Main Pantry.
11. Do not engage in any arguments with personnel participating in the use of above mentioned work areas. Report any troubles to the proper authorities.

12. WORK HOURS:

At Sea
0000-0100
0315-0545
1930-2400

In Port
Same

APPROVED:

MASTER

SUBMITTED:

CHIEF STEWARD

I hereby certify that I have received a copy of this Instruction, that I have read it and fully understand it. I will abide by the Instructions set forth.

Juan P. Villa

Signature

Night Pantryman