## October 2025 Onesource Ordering Calendar 9.15.2025

Note: Communications are turned off Fridays 6am-11am



Monday	Tuesday	Wednesday		Thursday	Friday
		Edit/Save Dairy Order for: Inv	emical  Complete Physical rentory August 31, 25 Due 9.1.25	2 Unassigned  AFSS Review October 13-17  EEC open only Open Site only	3 Central Office Consolidation for Shopping list M/F, G/SS, CK, Goldstar and Chemical October 13-17  Edit/Save Dairy Order for:  Next Wednesday by 2:00pm
6 Print and Review Receiving Tickets the week of:  October 13-17  Any adjustment for receiving tickets for ALL Vendors must be emailed to Vendors by 3:00PM.  NNC Adjustments 12:00 PM  Edit/Save Dairy Order for: Thursday by 2:00pm	7 <u>Edit/Save Dairy Order for:</u> Friday by 2:00pm □	8 EZ Steps Menu Plan Quantities (ALL Sites) October 27-31   Edit/Save Shopping list -	Chemical	9 AFSS Review October 20-24  Create and Print Production Worksheet for following week: October 13-17   Edit/Save Dairy Order for: Next Tuesday by 2:00pm	10 Central Office Consolidation for Shopping list M/F, G/SS, CK, Goldstar and Chemical October 20-24  Edit/Save Dairy Order for:  Next Wednesday by 2:00pm
13 Print and Review Receiving Tickets the week of:  October 20-24 □  Any adjustment for receiving tickets for ALL Vendors must be emailed to Vendors by 3:00PM.  NNC Adjustments 12:00 PM  Edit/Save Dairy Order for:  Thursday by 2:00pm □	14 Edit/Save Dairy Order for: Friday by 2:00pm □	15 EZ Steps Menu Plan Quantities (ALL Sites)  November 3-7 □  Edit/Save Shopping list - □ M/F □ GSS □ CK □ Goldstar □ 0  October 27-31  Edit/Save Dairy Order for: Next Monday by 2:00pm □	Chemical	16 AFSS Review October 27-31  Create and Print Production Worksheet for following week: October 20-24 □  Edit/Save Dairy Order for: Next Tuesday by 2:00pm □	17 Central Office Consolidation for Shopping list M/F, G/SS, CK, Goldstar and Chemical October 27-31  Edit/Save Dairy Order for:  Next Wednesday by 2:00pm
20 Print and Review Receiving Tickets the week of:  October 27-31  Any adjustment for receiving tickets for ALL Vendors must be emailed to Vendors by 3:00PM.  NNC Adjustments 12:00 PM  Edit/Save Dairy Order for:  Thursday by 2:00pm	21 Edit/Save Dairy Order for: Friday by 2:00pm □	22 EZ Steps Menu Plan Quantities (ALL Sites)  November 10-14*		23 AFSS Review November 3-7  Create and Print Production Worksheet for following week: October 27-31   Edit/Save Dairy Order for: Next Tuesday by 2:00pm	24 Central Office Consolidation for Shopping list M/F, G/SS, CK, Goldstar and Chemical November 3-7  Edit/Save Dairy Order for:  Next Wednesday by 2:00pm
27 Print and Review Receiving Tickets the week of:  November 3-7  Any adjustment for receiving tickets for ALL Vendors must be emailed to Vendors by 3:00PM.  NNC Adjustments 12:00 PM  Edit/Save Dairy Order for:  Thursday by 2:00pm	28 Edit/Save Dairy Order for: Friday by 2:00pm □	29 EZ Steps Menu Plan Quantities (ALL Sites) No Action  Edit/Save Shopping list -		30 AFSS Review November 10-14* *November 11 CK and Goldstar only  Create and Print Production Worksheet for following week: November 3-7   Edit/Save Dairy Order for: Next Tuesday by 2:00pm	31 Central Office Consolidation for Shopping list M/F, G/SS, CK, Goldstar and Chemical November 10-14* *November 11 CK/Goldstar only  Edit/Save Dairy Order for:  Next Wednesday by 2:00pm