

Monday	Tuesday	Wednesday	Thursday	Friday
		1 <u>Meal Planning (Edison Site only)</u> October 20-24 ☐ <u>Create/Edit/Save & Complete Order</u> - ☐ M/F GSS ☐ CK ☐ Goldstar ☐ Chemical October 13-17 <u>Print Production Worksheet for following week:</u> October 6-10 ☐ <u>Create/Edit/Save & Complete Dairy Order:</u> Next Mon ☐ & Next Tues ☐ by 2:00pm	2 Unassigned AFSS Review Weekly Audit October 13-17 EEC open only Open Site only	3 Central Office Sent for Order M/F, G/SS, CK, Goldstar and Chemical October 13-17 <u>Create/Edit/Save & Complete Dairy Order for:</u> Next Wednesday by 2:00pm ☐
6 Print & Review Sent 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 <u>Create/Edit/Save & Complete Dairy Order for:</u> Thursday by 2:00pm ☐	7 <u>Create/Edit/Save & Complete Dairy Order for:</u> Friday by 2:00pm ☐	8 <u>Meal Planning (Edison Site only)</u> October 27-31 ☐ <u>Create/Edit/Save & Complete Order</u> - ☐ M/F ☐ GSS ☐ CK ☐ Goldstar ☐ Chemical October 20-24 <u>Create/Edit/Save & Complete Dairy Order for:</u> Next Mon by 2:00pm ☐	9 AFSS Review Weekly Audit October 20-24 <u>Print Production Worksheet for following week:</u> October 13-17 ☐ <u>Create/Edit/Save & Complete Dairy Order for:</u> Next Tuesday by 2:00pm ☐	10 Central Office Sent for Order M/F, G/SS, CK, Goldstar and Chemical October 20-24 <u>Create/Edit/Save & Complete Dairy Order for:</u> Next Wednesday by 2:00pm ☐
13 Print & Review Sent 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 <u>Create/Edit/Save & Complete Dairy Order for:</u> Thursday by 2:00pm ☐	14 <u>Create/Edit/Save & Complete Dairy Order for:</u> Friday by 2:00pm ☐	15 <u>Meal Planning (Edison Site only)</u> November 3-7 ☐ <u>Create/Edit/Save & Complete Order</u> - ☐ M/F ☐ GSS ☐ CK ☐ Goldstar ☐ Chemical October 27-31 <u>Create/Edit/Save & Complete Dairy Order for:</u> Next Mon by 2:00pm ☐	16 AFSS Review Weekly Audit October 27-31 <u>Print Production Worksheet for following week:</u> October 20-24 ☐ <u>Create/Edit/Save & Complete Dairy Order for:</u> Next Tuesday by 2:00pm ☐	17 Central Office Sent for Order M/F, G/SS, CK, Goldstar and Chemical October 27-31 <u>Create/Edit/Save & Complete Dairy Order for:</u> Next Wednesday by 2:00pm ☐
20 Print & Review Sent 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 <u>Create/Edit/Save & Complete Dairy Order for:</u> Thursday by 2:00pm ☐	21 <u>Create/Edit/Save & Complete Dairy Order for:</u> Friday by 2:00pm ☐	22 <u>Meal Planning (Edison Site only)</u> November 10-14*☐ and November 17-21*☐ *M/F and G/SS Order 11/11 is a holiday this must be moved to previous delivery date for vendor week of Nov 3-7 by today <u>Create/Edit/Save & Complete Order</u> - ☐ M/F ☐ GSS ☐ CK ☐ Goldstar ☐ Chemical or November 3-7 <u>Create/Edit/Save & Complete Dairy Order for:</u> Next Mon by 2:00pm ☐	23 AFSS Review Weekly Audit November 3-7 <u>Print Production Worksheet for following week:</u> October 27-31 ☐ <u>Create/Edit/Save & Complete Dairy Order for:</u> Next Tuesday by 2:00pm ☐	24 Central Office Sent for Order M/F, G/SS, CK, Goldstar and Chemical November 3-7 <u>Create/Edit/Save & Complete Dairy Order for:</u> Next Wednesday by 2:00pm ☐
27 Print & Review Sent 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 <u>Create/Edit/Save & Complete Dairy Order for:</u> Thursday by 2:00pm ☐	28 <u>Meal Planning (Edison Site only)</u> No Action <u>Create/Edit/Save & Complete Order</u> - ☐ M/F ☐ GSS ☐ CK ☐ Goldstar ☐ Chemical November 10-14* *M/F & G/SS Order 11/11 is a holiday this should have been moved to previous delivery date for vendor by Oct 22 <u>Create/Edit/Save & Complete Dairy Order for:</u> Friday by 2:00pm ☐	29 AFSS Review Weekly Audit November 10-14* *November 11 CK and Goldstar only <u>Print Production Worksheet for following week:</u> November 3-7 ☐ <u>Create/Edit/Save & Complete Dairy Order for:</u> Next Mon by 2:00pm ☐	30 Central Office Sent for Order M/F, G/SS, CK, Goldstar and Chemical November 10-14* *November 11 CK/Goldstar only <u>Create/Edit/Save & Complete Dairy Order for:</u> Next Tuesday by 2:00pm ☐	31 Print and Review Sent Receiving Tickets the week of: November 10-14 ☐ Any adjustment for receiving tickets for ALL Vendors must be emailed to Vendors by 3:00PM. NNC Adjustments 12:00 PM <u>Create/Edit/Save & Complete Dairy Order:</u> Next Wed by 2pm ☐