## September 2025 Edison Ordering Calendar

Friday by 2:00pm

October 6-10

Any adjustment for receiving tickets for ALL

Create/Edit/Save & Complete Dairy Order for:

NNC Adjustments 12:00 PM

Thursday Open Site only by 2:00pm

Vendors must be emailed to Vendors by 3:00PM.

Monday	Tuesday	Wednesday	Thursday	Friday
1 Holiday	2 Create/Edit/Save & Complete Dairy Order for: Friday by 2:00pm  August 31, 2025, Physical Inventory due by Sept. 2	3 Meal Planning (Edison Site only) September 29-October 3  Create/Edit/Save & Complete Order	4 AFSS Review Weekly Audit September 15-19  Print Production Worksheet for following week: September 8-12  Create/Edit/Save & Complete Dairy Order for: Next Tuesday by 2:00pm	5 Consolidation for Order M/ F, GSS, CK, Goldstar and Chemical September 15-19  Create/Edit/Save & Complete Dairy Order for: Next Wednesday by 2:00pm
8 Print and Review Approved Receiving Tickets the week of: September 15-19 Any adjustment for receiving tickets for ALL Vendors must be emailed to Vendors by 3:00PM. NNC Adjustments 12:00 PM  Create/Edit/Save & Complete Dairy Order for: Thursday by 2:00pm	9 <u>Create/Edit/Save &amp; Complete Dairy</u> <u>Order for:</u> Friday by 2:00pm	10 Meal Planning (Edison Site only) October 6-10  Create/Edit/Save & Complete Order M/F GSS CK Goldstar Chemical September 22-26* *Remember Order for M/F or G/SS deliveries for Oct.2 Unassigned Order must be created and moved for the last scheduled delivery between Sept. 25-30 by today Create/Edit/Save & Complete Dairy Order for: Next Monday by 2:00pm	11 AFSS Review Weekly Audit September 22-26  Print Production Worksheet for following week: September 15-19  Create/Edit/Save & Complete Dairy Order for: Next Tuesday by 2:00pm	12 Consolidation for Order M/F, GSS, CK, Goldstar and Chemical September 22-26* *Sept 23 CK/Goldstar only  Create/Edit/Save & Complete Dairy Order for: Next Wednesday by 2:00pm
15 Print and Review Approved Receiving Tickets the week of: September 22-26 Any adjustment for receiving tickets for ALL Vendors must be emailed to Vendors by 3:00PM. NNC Adjustments 12:00 PM  Create/Edit/Save & Complete Dairy Order for: Thursday by 2:00pm	16 <u>Create/Edit/Save &amp; Complete</u> <u>Dairy Order for:</u> Friday by 2:00pm	17 Meal Planning (Edison Site only) No Action  Create/Edit/Save & Complete Order	18 AFSS Review Weekly Audit September 29-October 3* *October 2 CK/Goldstar only  Print Production Worksheet for following week: September 22-26  Create/Edit/Save & Complete Dairy Order for: Next Tuesday Open Site only by 2:00pm	19 Consolidation for Order M/F, GSS, CK, Goldstar and Chemical September 29-Oct.3* *Oct. 2 CK/Goldstar only  Create/Edit/Save & Complete Dairy Order for: Next Wednesday by 2:00pm
22 Print and Review Approved Receiving Tickets the week of: September 29-October 3 Any adjustment for receiving tickets for ALL Vendors must be emailed to Vendors by 3:00PM. NNC Adjustments 12:00 PM  Create/Edit/Save & Complete Dairy Order for: Thursday and Friday by 2:00pm	23 Unassigned Day EEC/Open Site only	24 Meal Planning (Edison Site only) October 13-17  Create/Edit/Save & Complete Order M/F GSS CK Goldstar Chemical October 6-10 Create/Edit/Save & Complete Dairy Order for: Next Monday by 2:00pm	25 AFSS Review Weekly Audit October 6-10  Print Production Worksheet for following week: September 29-October 3  Create/Edit/Save & Complete Dairy Order for: Next Tuesday by 2:00pm	26 Consolidation for Order M/F, GSS, CK, Goldstar and Chemical October 6-10  Create/Edit/Save & Complete Dairy Order for: Next Wednesday by 2:00pm
29 Print and Review Approved Receiving Tickets the week of:	30 <u>Create/Edit/Save &amp; Complete</u> <u>Dairy Order for:</u>	Create/Edit/Save & Complete Order ☐M/F☐GSS☐CK☐Goldstar		,

• G/SS = Grocery/Staples/Supplies

• CK = Central Kitchen

• M/F = Meats/Frozen

Checkbox has been added to track task status



8/21/2025