

THE GRAVITY RESTAURANT LEADERSHIP SYSTEM

The Gravity Food Safety & Sanitation System

A source-controlled management system for safe food, sanitation, inspection readiness, and corrective action.

MANAGER TRAINING | RELEASE 1.1

Thomas Monroe Books | Thomas Butler

The problem this system is built to solve

Creates one controlled management system for food-safety authority, source control, employee health, time and temperature, contamination prevention, sanitation, environmental conditions, inspection readiness, corrective action, and verification.

TRUTH

What is actually happening?

COST

What does the gap damage?

SYSTEM

What control prevents recurrence?

Six rules define a real operating system

1 One official tool ID and name

2 One named owner and frequency

3 One source and limitation standard

4 One decision and escalation path

5 One corrective-action and verification loop

6 No local duplicate becomes “the standard” by accident

This system owns one subject — not everything

Applicable regulatory authority

GRV-FS uses the current FDA Food Code as a federal model reference but requires the restaurant to map the state, local, tribal, territorial, or other authority actually applicable to the location.

GRV-RC Risk & Continuity

Owens emergency coordination, continuity, recovery, and reopening. GRV-FS owns routine food-safety control, monitoring, sanitation, inspection evidence, and corrective action.

GRV-F Food Cost & Inventory

Owens product cost, purchasing, inventory, yield, and waste economics. GRV-FS controls whether food is safe to receive, store, prepare, hold, serve, retain, discard, or correct.

SOP Library / GRV-S

Provides approved task procedures. GRV-FS verifies source authority, responsibility, monitoring, exceptions, corrective action, and evidence.

Six operating areas cover the full control path

FS01–FS05 Governance & Source Control

FS06–FS10 Employee Health & Personal Hygiene

FS11–FS15 Time, Temperature & Process Control

FS16–FS20 Contamination, Allergens & Sanitation

FS21–FS25 Facility, Equipment & Environmental Conditions

FS26–FS30 Audit, Incident Review & Renewal

Ownership must be visible before records are collected

Sponsor

Approves authority, resources, risk decisions, and priorities.

System owner

Maintains the current control center and review rhythm.

Manager / record owner

Creates evidence and acts within approved authority.

Qualified reviewer

Handles legal, regulatory, payroll, safety, health, or specialized judgment.

If authority or source validity is unclear, pause the affected decision when feasible and escalate — do not invent a local rule.

Governance & Source Control

MANAGEMENT QUESTIONS

- Which authority actually governs this location?
- Is the adopted code/version documented?
- Are person-in-charge and manager coverage responsibilities explicit?

TOOLS IN THIS AREA

GRV-FS01 Regulatory Authority & Source Map

GRV-FS02 Person-in-Charge Responsibility Assignment

GRV-FS03 Food Protection Manager Coverage Plan

GRV-FS04 Food Safety Management System Charter

GRV-FS05 Inspection Readiness & Authority Contact Record

CONTROL RISK Using the federal model as if it were the local law can create false compliance confidence.

Employee Health & Personal Hygiene

MANAGEMENT QUESTIONS

- Do employees know when and how to report illness?
- Are handwashing and ready-to-eat controls observed, not merely trained?
- Is contamination-event response ready?

TOOLS IN THIS AREA

GRV-FS06 Employee Health Policy Acknowledgment

GRV-FS07 Employee Illness Reporting & Management Decision Record

GRV-FS08 Handwashing & Personal Hygiene Verification

GRV-FS09 Ready-to-Eat Food Contact Control Check

GRV-FS10 Contamination-Event Response Readiness

CONTROL RISK Illness and hygiene policies fail when employees fear reporting or managers improvise decisions.

Time, Temperature & Process Control

MANAGEMENT QUESTIONS

- Are applicable process limits drawn from the approved local source?
- Are receiving, holding, cooling, reheating, and time-control deviations acted on immediately?
- Are disposition decisions documented?

TOOLS IN THIS AREA

GRV-FS11 TCS Food Process & Control Map

GRV-FS12 Receiving Temperature & Condition Verification

GRV-FS13 Holding Control Monitoring Record

GRV-FS14 Cooling & Reheating Process Verification

GRV-FS15 Approved Time-Control Authorization &

CONTROL RISK Hard-coded limits become dangerous when local rules or processes differ.

Contamination, Allergens & Sanitation

MANAGEMENT QUESTIONS

- Are raw/RTE separation, allergen communication, food-contact sanitation, warewashing, and chemicals independently verified?
- Are recurring sanitation failures visible?
- Are equipment or process contributors corrected?

TOOLS IN THIS AREA

GRV-FS16 Raw-to-Ready-to-Eat Separation Audit

GRV-FS17 Allergen Control & Communication Verification

GRV-FS18 Food-Contact Surface Cleaning & Sanitizing Verification

GRV-FS19 Warewashing & Sanitizer Control Record

GRV-FS20 Chemical Storage, Labeling & Use Audit

CONTROL RISK Sanitation records that only show “done” can hide concentration, equipment, or behavior failures.

Facility, Equipment & Environmental Conditions

MANAGEMENT QUESTIONS

- Do facility conditions support the food-safety standard?
- Are cleaning, pest, water/plumbing, and equipment issues closed with verification?
- Are outages routed to continuity controls when needed?

TOOLS IN THIS AREA

GRV-FS21 Facility Sanitation Walk

GRV-FS22 Master Cleaning Schedule & Verification Record

GRV-FS23 Pest Evidence & Corrective Action Log

GRV-FS24 Water, Ice, Plumbing & Backflow Readiness Review

GRV-FS25 Equipment Condition & Cleanability Review

CONTROL RISK Facility defects can defeat otherwise good food-handling practices.

Audit, Incident Review & Renewal

MANAGEMENT QUESTIONS

- Do internal audits focus on risk factors rather than cosmetic scores?
- Are regulatory findings and near misses converted to corrective action?
- Does the 90-day plan reduce recurrence?

TOOLS IN THIS AREA

GRV-FS26 Food Safety Training & Competency Verification

GRV-FS27 Internal Food Safety Risk-Factor Audit

GRV-FS28 Regulatory Inspection Finding & Corrective Action Log

GRV-FS29 Food Safety Incident / Near-Miss Review

GRV-FS30 Monthly Food Safety Scorecard & 90-Day

CONTROL RISK Inspection findings repeat when they are treated as one-time cleanup tasks.

The digital control center turns records into management visibility

INPUT

Approved source data,
assumptions, owners,
dates

CALCULATE

Variance, completion,
exception, trend,
exposure

CHECK

Missing source,
overdue action, failed
control, stale review

DECIDE

Owner, corrective
action, due date,
verification

Review failed checks before reading the dashboard. The workbook is a control center, not the official source record.

Every form must end in a decision

- 1 Identify the record and source
- 2 Capture subject-specific evidence
- 3 State the exception or variance
- 4 Assign the decision and owner
- 5 Set verification and next review

The review rhythm is what makes the system live

SHIFT / EVENT

Capture and correct immediate exceptions

DAILY

Check completion and unresolved risk

WEEKLY

Review patterns and 1–3 priority actions

MONTHLY

Score system health and repeated causes

90 DAYS

Reset priorities and verify system change

Corrective action closes the loop

Failed control

Contain /
protect

Find cause

Assign
correction

Retest

Close or
escalate

Do not call an action complete because someone said it was done. Close it when the required evidence shows the control now works.

Five implementation mistakes to avoid

- 1 **Launching all 30 tools at once**
- 2 **Using forms without a review meeting**
- 3 **Typing over source records or formula cells**
- 4 **Keeping several unlabeled “final” versions in circulation**
- 5 **Treating a metric improvement as success when safety, quality, legality, or guest experience weakened**

Install in three controlled phases

DAYS 1-30

STABILIZE

Assign owner • confirm sources •
launch highest-risk tools • start weekly
review

DAYS 31-60

STANDARDIZE

Expand tools • calibrate managers •
validate workbook • correct weak
fields

DAYS 61-90

VERIFY & RENEW

Audit evidence • close checks • confirm
handoffs • approve next 90-day plan

Use current sources and disclose limits

FDA Food Code

<https://www.fda.gov/food/retail-food-protection/fda-food-code>

FDA Food Code 2022

<https://www.fda.gov/food/fda-food-code/food-code-2022>

FDA Supplement to the 2022 Food Code

<https://www.fda.gov/food/hfp-constituent-updates/fda-releases-supplement-2022-food-code>

FDA Employee Health Policy Tool

<https://www.fda.gov/food/retail-food-protection/fda-employee-health-policy-tool>

FDA Retail Food Protection Resources

<https://www.fda.gov/food/guidance-regulation-food-and-dietary-supplements/retail-food-protection>

Verify source pages and applicable requirements before relying on a legal, regulatory, health, payroll, or compliance conclusion.

THE GRAVITY SYSTEM

Face the truth. Name the cost. Build the system.

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GRV-FS01–GRV-FS30 | Thomas Monroe Books | Thomas Butler