

Daily Labor Matrix

\$	Hrs	\$	Hrs	\$	Hrs
929	10	5,048	57	10,566	104
1,040	11	5,118	58	10,690	105
1,135	12	5,188	59	10,815	106
1,229	13	5,257	60	10,940	107
1,323	14	5,327	61	11,065	108
1,418	15	5,431	62	11,190	109
1,513	16	5,534	63	11,315	110
1,607	17	5,639	64	11,440	111
1,698	18	5,742	65	11,565	112
1,778	19	5,847	66	11,690	113
1,860	20	5,951	67	11,815	114
1,941	21	6,067	68	11,939	115
2,022	22	6,192	69	12,065	116
2,105	23	6,316	70	12,190	117
2,186	24	6,442	71	12,314	118
2,266	25	6,567	72	12,440	119
2,348	26	6,692	73	12,565	120
2,429	27	6,817	74	12,689	121
2,511	28	6,941	75	12,815	122
2,593	29	7,067	76	12,939	123
2,675	30	7,192	77	13,064	124
2,768	31	7,316	78	13,190	125
2,861	32	7,441	79	13,314	126
2,955	33	7,567	80	13,439	127
3,040	34	7,691	81	13,565	128
3,120	35	7,817	82	13,689	129
3,203	36	7,941	83	13,814	130
3,283	37	8,066	84	13,939	131
3,365	38	8,191	85	14,064	132
3,445	39	8,315	86	14,189	133
3,526	40	8,442	87	14,314	134
3,608	41	8,567	88	14,439	135
3,693	42	8,691	89	14,564	136
3,789	43	8,816	90	14,689	137
3,885	44	8,940	91	14,814	138
3,981	45	9,065	92	14,938	139
4,077	46	9,191	93	15,064	140
4,173	47	9,316	94	15,189	141
4,269	48	9,441	95	15,313	142
4,362	49	9,566	96	15,439	143
4,448	50	9,690	97	15,565	144
4,536	51	9,816	98	15,689	145
4,623	52	9,940	99	15,814	146
4,711	53	10,065	100	15,940	147
4,799	54	10,191	101	16,064	148
4,886	55	10,315	102	16,189	149
4,974	56	10,440	103	16,314	150

Weekly Labor Matrix

\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs
6,430	68	14,321	156	18,147	203	22,255	250	26,138	297	30,968	348	38,845	442	49,966	536
6,618	70	14,401	157	18,227	204	22,336	251	26,235	298	31,143	350	39,054	444	50,216	538
6,807	72	14,482	158	18,309	205	22,417	252	26,331	299	31,317	352	39,263	446	50,465	540
6,997	74	14,565	159	18,390	206	22,497	253	26,426	300	31,493	354	39,470	448	50,715	542
7,186	76	14,646	160	18,473	207	22,580	254	26,523	301	31,668	356	39,679	450	50,965	544
7,379	78	14,727	161	18,554	208	22,660	255	26,619	302	31,842	358	39,886	452	51,215	546
7,563	80	14,809	162	18,635	209	22,741	256	26,714	303	32,017	360	40,095	454	51,465	548
7,752	82	14,889	163	18,727	210	22,822	257	26,811	304	32,192	362	40,302	456	51,714	550
7,943	84	14,971	164	18,820	211	22,903	258	26,907	305	32,368	364	40,511	458	51,965	552
8,132	86	15,053	165	18,913	212	22,983	259	27,002	306	32,542	366	40,721	460	52,215	554
8,321	88	15,134	166	19,006	213	23,066	260	27,098	307	32,718	368	40,927	462	52,464	556
8,509	90	15,215	167	19,098	214	23,146	261	27,195	308	32,893	370	41,137	464	52,714	558
8,698	92	15,298	168	19,191	215	23,227	262	27,291	309	33,068	372	41,343	466	52,965	560
8,888	94	15,378	169	19,285	216	23,308	263	27,386	310	33,243	374	41,553	468	53,214	562
9,077	96	15,460	170	19,378	217	23,389	264	27,483	311	33,418	376	41,760	470	53,464	564
9,266	98	15,541	171	19,470	218	23,469	265	27,578	312	33,592	378	41,969	472	53,714	566
9,454	100	15,623	172	19,563	219	23,552	266	27,673	313	33,767	380	42,218	474	53,964	568
9,645	102	15,705	173	19,656	220	23,632	267	27,770	314	33,943	382	42,469	476	54,214	570
9,834	104	15,786	174	19,748	221	23,713	268	27,866	315	34,117	384	42,718	478	54,463	572
10,023	106	15,866	175	19,842	222	23,794	269	27,961	316	34,292	386	42,968	480	54,713	574
10,211	108	15,948	176	19,935	223	23,874	270	28,057	317	34,467	388	43,218	482	54,964	576
10,400	110	16,030	177	20,028	224	23,956	271	28,154	318	34,641	390	43,468	484	55,213	578
10,590	112	16,111	178	20,120	225	24,037	272	28,249	319	34,817	392	43,718	486	55,464	580
10,779	114	16,193	179	20,213	226	24,118	273	28,345	320	34,988	394	43,968	488	55,713	582
10,968	116	16,273	180	20,306	227	24,198	274	28,442	321	35,127	396	44,218	490	55,963	584
11,156	118	16,355	181	20,399	228	24,280	275	28,538	322	35,266	398	44,468	492	56,214	586
11,345	120	16,437	182	20,493	229	24,360	276	28,633	323	35,407	400	44,717	494	56,463	588
11,536	122	16,518	183	20,585	230	24,442	277	28,730	324	35,547	402	44,967	496	56,712	590
11,715	124	16,599	184	20,677	231	24,523	278	28,826	325	35,686	404	45,218	498	56,963	592
11,878	126	16,682	185	20,771	232	24,604	279	28,921	326	35,826	406	45,467	500	57,213	594
12,041	128	16,762	186	20,863	233	24,684	280	29,018	327	35,965	408	45,716	502	57,462	596
12,203	130	16,844	187	20,957	234	24,766	281	29,114	328	36,105	410	45,968	504	57,712	598
12,367	132	16,925	188	21,039	235	24,847	282	29,209	329	36,244	412	46,217	506	57,963	600
12,529	134	17,006	189	21,121	236	24,928	283	29,305	330	36,384	414	46,467	508	58,213	602
12,692	136	17,089	190	21,201	237	25,009	284	29,402	331	36,523	416	46,717	510	58,462	604
12,855	138	17,170	191	21,282	238	25,090	285	29,496	332	36,664	418	46,967	512	58,711	606
13,017	140	17,250	192	21,364	239	25,170	286	29,592	333	36,803	420	47,217	514	58,963	608
13,181	142	17,332	193	21,445	240	25,253	287	29,689	334	36,943	422	47,466	516	59,212	610
13,343	144	17,414	194	21,525	241	25,333	288	29,785	335	37,082	424	47,716	518	59,461	612
13,506	146	17,495	195	21,607	242	25,414	289	29,880	336	37,222	426	47,967	520	59,713	614
13,669	148	17,577	196	21,687	243	25,495	290	29,977	337	37,388	428	48,216	522	59,962	616
13,833	150	17,658	197	21,769	244	25,576	291	30,073	338	37,597	430	48,466	524	60,211	618
13,913	151	17,738	198	21,850	245	25,659	292	30,168	339	37,806	432	48,716	526	60,461	620
13,994	152	17,821	199	21,931	246	25,754	293	30,264	340	38,013	434	48,966	528	60,711	622
14,076	153	17,902	200	22,011	247	25,850	294	30,443	342	38,222	436	49,216	530	60,962	624
14,158	154	17,983	201	22,093	248	25,947	295	30,619	344	38,429	438	49,466	532	61,211	626
14,239	155	18,065	202	22,173	249	26,042	296	30,793	346	38,638	440	49,715	534	61,461	628

BASE HOURS= 14 hours a day (98 a week) + 1 hour for every hour open.

Productivity Chart

HOURLY DOLLAR RANGE	0 TO 108	109 TO 208	209 TO 306	307 TO 408	409 TO 509	510 TO 645	646 TO 798	799 TO 974	975 TO 1149	1150 TO 1341	1342 TO 1539	1540 TO 1704	1705 +
Total Team Including Manager	2	3	4	5	6	7	8	9*	10*	11*	12*	13*	14*
Cashier(s)**	1	1	1	1	1	1	2	2	2	2	2	2	2
Slicer	1	1	1	1	1	1	1	1	1	1	1	1	1
DT Cashier/Runner		1	1	1	1	1	1	1	1	1	1	1	1
FL Runner			1	1	1	1	1	1	1	1	1	2	2
Backline Prep				1	1	1	1	1	1	1	1	1	1
DT Order Taker					1	1	1	1	1	1	1	1	1
Fryer						1	1	1	1	1	2	2	2
Toaster								1	1	1	1	1	1
DT Runner									1	1	1	1	1
BL/FRY										1	1	1	1
Dining Room													1

Management Organizational Hours

1. Use the Management Organization Guide to help organize and plan effectively.
2. The hours are divided into management functions and non-service functions needed to operate the store.
3. Write in the specific management and non-service functions on the Work Schedule to plan and organize for the upcoming week.

Wkly Sales in Thousands of \$'s:	6	8	10	12	14	16	18	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40
Opening Maintenance	15.5	15.5	15.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5	17.5
Morning Food Preparation	8.5	8.5	10.5	10.5	14	17.5	17.5	21	24.5	24.5	24.5	26	26	26	29.5	29.5	29.5	33	33	33	33	33	36.5	36.5	36.5	36.5	36.5	36.5
Management Morning Store Setup	3.5	3.5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	7	7	7	7	7	7	7	7	7	7	7	7
Banking	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5
Post Rush	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7
Closing duties (including Paperwork)	12	12	12	12	12	12	16	16	16	16	16	16	16	19	19	19	19	19	19	26	26	26	26	26	26	26	26	26
Completing a work schedule	1	1	1	1	1	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	2	2	2	2	2	2	2	2	2	2	2	2
Ordering Weekly Food/Paper Order	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	2	2	2	2
Receiving Weekly Food/Paper Order	1	1	1	1	1	1.5	1.5	1.5	1.5	1.5	1.5	1.5	2	2	2	2	2	2	2	2	2	2	4	4	4	4	4	4
Weekly In-Store Mgmt Meetings	2	2	2	2	2	3	3	3	4	4	4	4	4	4	4	4	5	5	5	5	5	5	5	5	5	5	5	5
Bi-Weekly Manager/Supr Meeting	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Weekending paperwork	1.5	1.5	1.5	1.5	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3	3	3	3
Plus 1 Staffing for Peak Sales Hours	7	7	7	7	7	7	7	7	7	14	14	14	14	14	14	21	21	21	21	21	21	21	28	28	28	28	28	28
Total	63.0	63.0	66.5	68.5	72.5	78.0	82.0	85.5	90.0	97.0	97.0	98.5	99.0	102.0	105.5	112.5	116.0	119.5	119.5	128.0	128.0	128.0	128.0	141.5	141.5	142.5	142.5	142.5
Additional Breakfast Hours																												
Breakfast Prep	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5
Total with Breakfast	73.5	73.5	77.0	79.0	83.0	88.5	92.5	96.0	100.5	107.5	107.5	109.0	109.5	112.5	116.0	123.0	126.5	130.0	130.0	138.5	138.5	138.5	138.5	152.0	152.0	153.0	153.0	153.0

Credit Hours

1. Qtrly Mtgs for managers, assistants and shift managers - time in meeting only (Doesn't include drive time)
2. Annual Meeting - 10 hours per management person
3. Semi-annual Appraisals - 1 hour per employee
4. Quarterly Team Meeting - 1 hour per employee
5. Training Classes
6. New Employee Training (10 hours per new hire)