



**Department of Public Safety and Correctional Services
Daily Staff Meal Count Monthly Report**

Facility: _____

Month/Year	Shift #1			Shift #2			Shift #3		
Date	ODR Count	Tray Count	Other	ODR Count	Tray Count	Other	ODR Count	Tray Count	Other
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
22									
23									
24									
25									
26									
27									
28									
29									
30									
31									
Totals:	Total Breakfast Served			Total Lunches Served			Total Dinners Served		
	# of Staff Signing Logbook			# of Staff Signing Logbook			# of Staff Signing Logbook		

Comments: _____
