

SUMMERWOOD

LEADER'S DIGEST



MARKETING

E11 Franks RedHot x Crispy Chicken

This experience will dial up the heat with the return of Crispy Chicken Strips, the launch of the Flamin' Hot Grilled Cheese Burrito and a new kick from Frank's RedHot Diablo Sauce featured on the Crispy Chicken Burrito, Crispy Check Soft Taco and Topped Fried. Also, the long-awaited Mountain Dew Baja Blast Pie is set to make its menu debut as a special mid-experience launch.



Stay Informed with goHappy.

Team, our best way to communicate with you is via goHappy messaging. We encourage everyone to stay subscribed! If you're not getting our messages, you've either unsubscribed or there's a problem with your phone. Get back in the system!

Text "Start" to (888) 979-9501.

Training

Register via Cognito

Shift Classes:

- October 25th & November 1st
- December 2nd & December 9th

Open House:

- December 13th

Acting RGM Class:

- December 4th (in-person)

Xformity Class:

- December 23rd

Career Conversations:

- September 15th (PA)
- September 18th (WV)
- September 22nd (BLT)

Leadership Essentials:

- November 10th, 11th & 12th (Conshohocken)

Building RGM Capabilities

(In-person, two-day class):

- Operations: October 20th, People: November 3rd (Conshohocken)
- Operations: October 27th, People: November 17th (WV/PITT)

BRC Scheduling (Zoom):

- Visit Cognito Site for registration

BRC Courses are available for RGMs and acting RGMs to sharpen their knowledge. [Sign up on Store Forms.](#)

HUMAN RESOURCES

Update Paycom Profile

As we begin our preparation for Benefits Open Enrollment (2026) and 2025 W2 mailings, we ask that everyone take this opportunity to update/change their personal information in Paycom via the Employee Self Service Portal. This includes a recent picture, mailing address, telephone/cell phone numbers, email address, emergency contact(s) as well as beneficiary information for pertinent benefits. Communication reminders will be sent via Go Happy and emails to the restaurants as time approaches and more information is available. Should anyone have questions or need assistance please speak with your RGM or Area Coach.

EXCITING NEWS!



Summerwood Awards \$29,500 in Scholarships

Earlier this year, a number of our team members applied for Taco Bell's Live Más Scholarships. It's important to us that we recognize the team members —and extend a little bit of financial support of our own. **Read More:** summerwood.biz/blog

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Loss Prevention: Cash Handling

1. When the lobby is open to the public, only spot mop in response to a spill or liquid hazard.
2. The mop bucket should not be removed fro behind the counter.
3. Like a kitchen fire, respond to a spill or liquid hazard right away.
4. Post an employee or wet floor sign at the spill site while another employee retrieves additional wet floor signs along with the appropriate mop and bucket.
5. Protect employees and customers by directing them away from the spill site.
6. Post wet floor signs so they are visible from a distance. When approaching the wet area, it should be completely contained within the signed perimeter.
7. Only standing wet floor signs are permitted, folding wet floor signs are not permitted.
8. Inspect flooring periodically for wet conditions.
9. Monitor floor conditions frequently during inclement weather.
10. Make certain a sufficient number of wet floor signs (4) are available for placement at all points of entry.
11. Enact a spot cleaning program for spills and liquid hazards, especially in high traffic areas.
12. When mopping, only use clean, non-greasy mopheads.
13. Report and categorize slip, trip, & fall claims accurately by entering an incident report.
14. Quickly implement corrective actions after a slip, trip, or fall occurs.

IT

RGMs alert IT when equipment arrives for installation by IT. The equipment should be stored in a safe place until IT arrives. Also, IT should be notified as soon as possible when the internet is not operational. IT should be notified after reporting to Taco Bell the lack of internet. No one is to plug any personal devices into any network equipment. IT has been instructed to confiscate any unauthorized equipment plugged into network equipment. All restaurants should check Kiosk and Front Counter payment devices daily for credit card skimmers. If you notice anything protruding from a device or if the credit reader is loose, immediately discontinue using the device and call IT immediately. Secure [Payment Device Inspection Instructions](#).

FOOD SAFETY



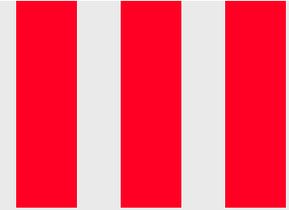
Pump two clicks of Reduced Fat Free Sour Cream into a souffle cup.

Don't hold the souffle cup in the palm of your hand, as this can increase the cup's warmth.

Immediately take the temperature by inserting the probe at a slight angle.

Make sure the probe doesn't touch the bottom of the souffle cup.

Temperature should be 41°F or below.



COLONEL'S CORNER



OUR ORIGINAL HONEY BBQ IS BACK!

Guests have been asking for it, and now it's here. Original Honey BBQ brings back its signature sweet + smoky taste in a variety of saucy offers to fuel any craving.

[Read More](#)

FSCC FOCUS: PREVENTING THOSE PESKY PESTS

Our October food safety spotlight is pest prevention – an important focus area to keep your guests safe and help your team succeed on the FSCC. [Read More](#)



SCAN TO CONNECT
TO ALL OF OUR SOCIAL ACCOUNTS!

Join the network!

