



# Production Record

## Weekly (Breakfast, Lunch/Supper, Snack)

**Week 1**

Lunch/Supper			Week of:		Preparer:		
Projected Participants		Component	Foods to be Served		Amounts Required	Amounts to be Prepared	Comments <sup>3</sup>
<b>Monday</b>		M/MA					<input type="checkbox"/> CN Label
1 & 2		Vegetable					
3 to 5		Fruit or Veg					
6 to 12		Grains					
13 to 18		Whole <sup>1</sup>	#of 1-year-olds:				
Adult		1%/Skim <sup>2</sup>					
<b>Tuesday</b>		M/MA					<input type="checkbox"/> CN Label
1 & 2		Vegetable					
3 to 5		Fruit or Veg					
6 to 12		Grains					
13 to 18		Whole <sup>1</sup>	#of 1-year-olds:				
Adult		1%/Skim <sup>2</sup>					
<b>Wednesday</b>		M/MA					<input type="checkbox"/> CN Label
1 & 2		Vegetable					
3 to 5		Fruit or Veg					
6 to 12		Grains					
13 to 18		Whole <sup>1</sup>	#of 1-year-olds:				
Adult		1%/Skim <sup>2</sup>					
<b>Thursday</b>		M/MA					<input type="checkbox"/> CN Label
1 & 2		Vegetable					
3 to 5		Fruit or Veg					
6 to 12		Grains					
13 to 18		Whole <sup>1</sup>	#of 1-year-olds:				
Adult		1%/Skim <sup>2</sup>					
<b>Friday</b>		M/MA					<input type="checkbox"/> CN Label
1 & 2		Vegetable					
3 to 5		Fruit or Veg					
6 to 12		Grains					
13 to 18		Whole <sup>1</sup>	#of 1-year-olds:				
Adult		1%/Skim <sup>2</sup>					

**Amounts Required:** Total minimum amount of food required to be served, based on meal pattern serving size requirements and number of participants in each age group. May use the [Meal Requirements Calculator](#) to determine amounts.

**Amounts to be Prepared:** Total amount of each food item that will actually be prepared in order to provide the minimum amount of each food as indicated in *Amounts Required* Column. May use the [Food Buying Guide Calculator](#) to determine amounts. When recording amounts include pack size units, i.e. can size, pounds, ounces, and gallons.

<sup>1</sup> Whole milk must be served to children age 1. <sup>2</sup> 1% or skim milk must be served to children age 2 and older.

<sup>3</sup> Check box if using a CN labeled product. <sup>4</sup> M/MA may be served in place of the entire grain a maximum of 3 times/week.

## Breakfast and Snack

Breakfast										Snack					
Projected Participants		Breakfast Component	Foods to be Served	Amounts Required	Amounts to be Prepared	Comments <sup>3</sup>	Projected Participants		Snack Component	Foods to be Served (2 of 5)	Amounts Required	Amounts to be Prepared	Comments <sup>3</sup>		
<b>Monday</b>		M/MA <sup>4</sup>				<input type="checkbox"/> CN Label	<b>Monday</b>		M/MA				<input type="checkbox"/> CN Label		
1 & 2		F/V					1 & 2		Vegetable						
3 to 5		Grains					3 to 5		Fruit						
6 to 12		Whole <sup>1</sup>	#of 1-year-olds:				6 to 12		Grains						
13 to 18		1%/Skim <sup>2</sup>					13 to 18		Whole <sup>1</sup>	#of 1-year-olds:					
Adult							Adult		1%/Skim <sup>2</sup>						
<b>Tuesday</b>		M/MA <sup>4</sup>				<input type="checkbox"/> CN Label	<b>Tuesday</b>		M/MA				<input type="checkbox"/> CN Label		
1 & 2		F/V					1 & 2		Vegetable						
3 to 5		Grains					3 to 5		Fruit						
6 to 12		Whole <sup>1</sup>	#of 1-year-olds:				6 to 12		Grains						
13 to 18		1%/Skim <sup>2</sup>					13 to 18		Whole <sup>1</sup>	#of 1-year-olds:					
Adult							Adult		1%/Skim <sup>2</sup>						
<b>Wednesday</b>		M/MA <sup>4</sup>				<input type="checkbox"/> CN Label	<b>Wednesday</b>		M/MA				<input type="checkbox"/> CN Label		
1 & 2		F/V					1 & 2		Vegetable						
3 to 5		Grains					3 to 5		Fruit						
6 to 12		Whole <sup>1</sup>	#of 1-year-olds:				6 to 12		Grains						
13 to 18		1%/Skim <sup>2</sup>					13 to 18		Whole <sup>1</sup>	#of 1-year-olds:					
Adult							Adult		1%/Skim <sup>2</sup>						
<b>Thursday</b>		M/MA <sup>4</sup>				<input type="checkbox"/> CN Label	<b>Thursday</b>		M/MA				<input type="checkbox"/> CN Label		
1 & 2		F/V					1 & 2		Vegetable						
3 to 5		Grains					3 to 5		Fruit						
6 to 12		Whole <sup>1</sup>	#of 1-year-olds:				6 to 12		Grains						
13 to 18		1%/Skim <sup>2</sup>					13 to 18		Whole <sup>1</sup>	#of 1-year-olds:					
Adult							Adult		1%/Skim <sup>2</sup>						
<b>Friday</b>		M/MA <sup>4</sup>				<input type="checkbox"/> CN Label	<b>Friday</b>		M/MA				<input type="checkbox"/> CN Label		
1 & 2		F/V					1 & 2		Vegetable						
3 to 5		Grains					3 to 5		Fruit						
6 to 12		Whole <sup>1</sup>	#of 1-year-olds:				6 to 12		Grains						
13 to 18		1%/Skim <sup>2</sup>					13 to 18		Whole <sup>1</sup>	#of 1-year-olds:					
Adult							Adult		1%/Skim <sup>2</sup>						

<sup>1</sup> Whole milk must be served to children age 1. <sup>2</sup>1% or skim milk must be served to children age 2 and older.  
<sup>3</sup>Check box if using a CN labeled product. <sup>4</sup> M/MA may be served in place of the entire grain a maximum of 3 times/week.