



## **MAC Pizza Management's Policy on Reporting of Food and Labor Costs**

Falsely reporting food and labor costs is strictly prohibited. This includes, but is not limited to the following:

- Reporting inaccurate inventory levels
- Failure to count food and/or count food accurately
- Failure to properly train closers to count food accurately
- Making free crew food without having food variance within range set by DM or without DM approval
- Under portioning toppings to hit food cost goals
- Adding toppings to existing orders to increase ideal food costs
- Adding additional menu items to order to increase ideal food costs
- Making up false orders to increase ideal food costs
- Selling inventory items to Team Members at cost
- Selling inventory items to anyone not associated with Domino's Pizza
- Changing menu setup and altering portion amounts in the store computer system
- Changing inventory setup conversion amounts in the store computer system
- Changing or reclassifying anyone's hours worked to improve labor costs
- Reporting more hours than a Team Member or GM actually worked
- Reporting less hours than a Team Member actually worked, effectively cheating the Team Member out of earned pay

We must have accurate inventory and labor data to effectively run our stores. Falsification of food and/or labor costs could be grounds for immediate termination. Our first guiding principle is "We demand integrity."