



# Kitchen Contingency Plan

Prepared for:



Delivery Address for Emergency Facilities:

Phone number:

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# Emergency Contacts

Please fill in the details below:

In the event of an emergency please speak to the following contacts first:

## Kitchen Manager

Name: .....  
Phone number: .....  
Emergency phone number: .....  
Email: .....

## Deputy Kitchen Manager

Name: .....  
Phone number: .....  
Emergency phone number: .....  
Email: .....

## Facilities / Estates Manager

Name: .....  
Phone number: .....  
Emergency phone number: .....  
Email: .....

## Additional Contact

Name: .....  
Phone number: .....  
Emergency phone number: .....  
Email: .....

## Insurance company

Contact name: .....  
Phone number: .....  
Policy number: .....  
Address: .....  
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## Loss adjuster

Contact name: .....  
Phone number: .....  
Policy number: .....  
Address: .....  
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## Kitchen Emergency?



During normal office hours you can contact PKL using the details below, or by using our 24-hour number on the card.

Tel: 01242 663 000 | Fax: 01242 677 819 | Email: [postbox@pkl.co.uk](mailto:postbox@pkl.co.uk) | Web: [www.pkl.co.uk](http://www.pkl.co.uk)

# Contingency Kitchen Design and Delivery

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Based on the information that you have provided to PKL, we would suggest that the following facility would meet your requirements, to enable you to carry on trading if your kitchen was closed suddenly. This facility illustrates the size and number of units required to ensure that you are operational during an emergency. The following page illustrates the required catering equipment footprints (which would be supplied within this facility) based on the information you supplied regarding your catering operation.

To ensure that you are properly prepared for the delivery of this kitchen, please complete the contingency checklist on the following pages.

## Your Contingency Kitchen Option

Please note that this is a contingency kitchen. We are able to deliver this facility to you at short notice, enabling you to continue your foodservice operation with as minimum fuss as possible if you are faced with sudden disruption to your kitchen.

Should you have a planned refurbishment project or require temporary facilities for additional capacity, please contact PKL at the earliest possible stage to enable us to provide you with a facility that is completely bespoke to your requirements.

## Catering Footprint Option

The following catering footprints would be supplied in the kitchen facility illustrated on the previous page, based on the information you supplied to PKL regarding your catering operation. If the information that you supplied to us changes, please contact PKL at the earliest available opportunity so we can update your plan.

# Site Readiness Form

Please ensure that you have covered all items on the following checklist to ensure that you are ready for the delivery of your temporary kitchen.

When selecting the location for the site it is important to review how easy it is to get vehicles to that location. Preference should be given to the easiest route avoiding any obstructions. PKL units will usually be delivered on an articulated lorry with or without a hiab crane.

The approximate size required for the articulated lorry:

**Width** 3m **Height** 4.3m (with hiab crane) **Overall length** 18m

You should consider both on site and on approaching public roads:	Y/N
The width of all approaching roads	
The quality of the roads (i.e. will it take the weight of vehicle), are there any weight limits in place	
Any tight corners or obstructions that could prevent the lorry turning	
The height and width of the main entrance	
Avoiding overhead obstructions that could impede delivery i.e. Building overhangs, cables, pipes, tree branches	
Low bridges	
Steep inclines	

## Comments

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## General site selection

The following should be considered before selecting your final site location	Y/N
Does the site have sufficient space for the units required?	
Is this location the most suitable to minimise the length and complexity of this installation?	
Has the logistics of moving food trolleys, connection to permanent or temporary dining facilities, ease of food deliveries, staff access, staff welfare facilities been considered?	
Have you considered the location of any ramps and steps that are required to access the facility? These can be provided by PKL or by local contractors	
Our lorry-mounted crane (Hiab) can lift and position a Portable Kitchen unit up 5m. Lifts beyond 5m will require a crane. Have you spoken to your local crane company to establish their response to an emergency situation?	
Has a consultation taken place with established security, to risk assess potential locations and identify if additional measures are needed such as roof razor wire, building skirting, external lighting, alarm systems etc?	

### Comments

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## Ground Conditions / Foundations

If there is potentially limited time to prepare any site, consideration should be given to selecting a site that is:	Y/N
Solid, level base e.g. Tarmac or Concrete	
Reasonably level and well drained	
Consideration should be given to any tight corners or obstructions that could prevent the lorry turning	
If it is essential to position the kitchen units on grass / soil, concrete foundation pads will normally be required. The exception for this is for a very short hire, such as an event, where large weight spreaders can be positioned under the load point of the units. PKL can provide these	

### Comments

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## Mains Services

Our drawings indicate the service requirements for your kitchen and we have shown the type of connections required. The facility will require:

Electricity	Y/N
Mains electricity supply to the indicated numbers of points, sometimes requiring a stand-alone distribution board	
If mains electricity is not available then a stand-alone generator can be obtained to provide temporary power. It is recommended a supplier is sourced in advance and the capacity is capable of providing the total loading required. Generators can be noisy and need regular fuel replenishment	

### Comments

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Gas	Y/N
PKL equipment runs on LPG Gas bottles that are supplied in 47kg cylinders. The gas must be kept in a locked gas cage. PKL can provide these	Y

### Comments

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Water / Drainage	Y/N
Water supply must be potable quality and mains pressure (1.5 BAR Minimum Pressure)	
If mains water is not available then a stand-alone water tank and pump system can be connected. PKL can provide these if required	
PKL will provide water-softening equipment within the facility. Replacement water filters for coffee machines and combis are a chargeable item. PKL do not provide salt for salt based water softeners	
Connection to a mains foul drain will be required (i.e. Not a rain water drain)	
A gravity fall is needed into the mains drain, or additional pumps will be required	
The pipe run should be as short as possible with minimal bends	
If a grease trap is required PKL can provide these, although maintenance of the grease traps throughout the hire will be the responsibility of the hirer	Y

### Comments

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## Emergency Kitchen Location

Please sketch in the box below the selected location for your emergency kitchen. Please illustrate nearby services and anything that might obstruct delivery. To enable us to provide you with an emergency kitchen or catering equipment quickly and efficiently, please make a copy of this and fax it back to PKL on 01242 677819 or email: [postbox@pkl.co.uk](mailto:postbox@pkl.co.uk)

Company name:

Phone:

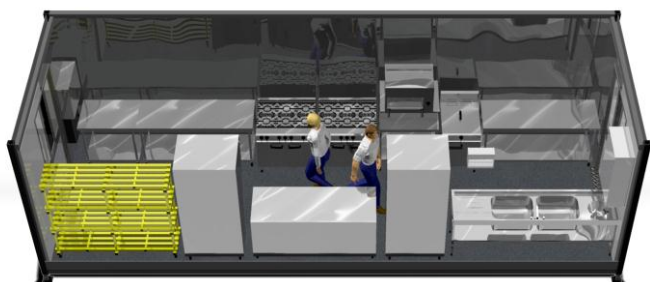
Onsite contact name:



# [ General Contingency Info ]

# Emergency Temporary Kitchens

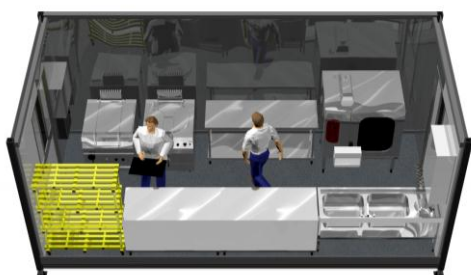
If you are faced with a kitchen emergency, we can supply you with a replacement facility within 24-hours. Our kitchens can be delivered to you, using our own transport fleet and installed by a PKL engineer. Below is an example of the typical facilities we can deliver at short notice



## Magnum Kitchen

Room for up to 5 staff to work comfortably and capable of producing over 1,000 meals per session.

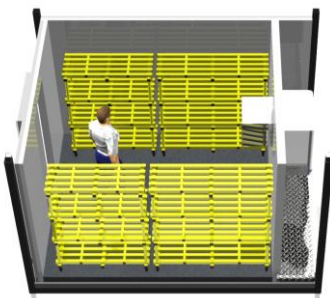
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## Mini Kitchen

Room for up to 3 staff to work comfortably and capable of producing up to 1,000 meals per session.

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## Cold / Dry Storage Facilities

Coldrooms are available in 3.6m or 6.1m sizes while dry store units are available in 3.8m and 6.2m sizes.



## Delivery and Installation

We operate our own transport fleet including hiab lorries, meaning that if required, we can deliver and position temporary kitchen facilities to your location within a matter of hours. Our in-house team of engineers can install and commission the kitchen for you.

# Catering Equipment in an Emergency

PKL has over 10,000 items of stand-alone catering equipment in our portfolio ready for immediate hire. A small selection of our items of catering equipment includes those listed below. For more detailed information regarding our complete range of catering equipment, please contact PKL or visit: [www.pkl.co.uk/foodservices/catering\\_equipment.asp](http://www.pkl.co.uk/foodservices/catering_equipment.asp)



# Need Extra Cold Storage Space?

Hiring a portable coldroom from PKL is the ideal solution where cold storage space is limited or under pressure.

We can supply two sizes of portable coldrooms, either 3.6m or 6.1m long, which can provide an immediate solution to your cold storage requirements.

## Refrigeration Equipment for Hire



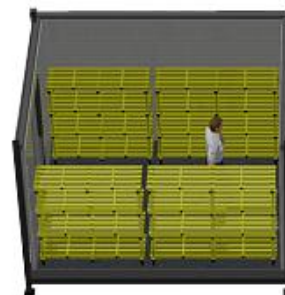
PKL's items of standalone refrigeration equipment are available to hire from just a few days, to a number of years. Our range includes upright, undercounter and roll in fridges, all of which are gastronorm compatible. Visit our website or call us today to find out the exact specifications and features for these items of equipment.

## Freezers for Hire



Our range of freezers includes upright freezers, undercounter freezers, blast chillers and roll in blast chillers, all of which are gastronorm compatible. All items are available to hire from just a few days, to a number of years. For full equipment specifications and list of features.

## Coldroom General Features



- 3.6m coldroom has over 29m<sup>3</sup> (1033 cu ft) of storage space
- 6.1m coldroom has over 49<sup>3</sup> (1750 cu ft) storage space
- Temperature range of -22°C to +10°C (displayed on outside of coldroom)
- Racking, chill curtain and door heater

## Delivery and Installation

We operate our own transport fleet including hiab lorries, meaning that if required, we can deliver and position cold storage facilities to your location within a matter of hours. Our in-house team of engineers can install and commission the coldroom or refrigeration equipment on hire from us.

PKL are a Government Procurement Service registered company. The Government Procurement Service framework agreements enable public sector organisations to procure the products and services they require through pre tendered arrangements, which are fully compliant with EU legislation and statutory regulations, If you would like further information or any assistance in procuring products via the Government Procurement service please contact PKL or visit the website [gps.cabinetoffice.gov.uk](https://gps.cabinetoffice.gov.uk).

## Additional Services

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PKL are able to project manage your entire installation.

We are able to aid with sourcing additional craneage if required as well as gas supply, water and waste and emergency generators.







PKL Group (UK) Ltd,  
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