

# Standard Operating Procedure (SOP)

## Standard Drink Recipes and Preparation Guidelines

This SOP details **standard drink recipes and preparation guidelines**, covering the precise measurement of ingredients, mixing techniques, presentation standards, and hygiene protocols. The goal is to ensure consistency, quality, and customer satisfaction in beverage preparation across all service points.

### 1. Scope

This SOP applies to all staff responsible for preparing and serving beverages in the establishment.

### 2. Standard Drink Recipes

Beverage	Ingredients	Measurements	Glassware
Margarita	<ul style="list-style-type: none"><li>Tequila</li><li>Triple Sec</li><li>Lime Juice</li><li>Simple Syrup</li></ul>	<ul style="list-style-type: none"><li>1.5 oz Tequila</li><li>1 oz Triple Sec</li><li>0.75 oz Lime Juice</li><li>0.25 oz Simple Syrup</li></ul>	Rocks Glass (salt rim optional)
Old Fashioned	<ul style="list-style-type: none"><li>Bourbon or Rye Whiskey</li><li>Simple Syrup</li><li>Angostura Bitters</li><li>Orange Peel</li></ul>	<ul style="list-style-type: none"><li>2 oz Whiskey</li><li>0.25 oz Simple Syrup</li><li>2 dashes Angostura Bitters</li></ul>	Rocks Glass
Mojito	<ul style="list-style-type: none"><li>White Rum</li><li>Fresh Lime Juice</li><li>Simple Syrup</li><li>Mint Leaves</li><li>Soda Water</li></ul>	<ul style="list-style-type: none"><li>2 oz White Rum</li><li>0.75 oz Lime Juice</li><li>0.5 oz Simple Syrup</li><li>6-8 Mint Leaves</li><li>Topped with Soda Water</li></ul>	Highball Glass

### 3. Preparation Guidelines

- Measurement:** Use a jigger for all spirits and mixers to ensure precise quantity.
- Mixing Techniques:**
  - Shake cocktails with citrus or juices (e.g., Margarita) using a shaker with ice, then strain.
  - Stir spirit-forward drinks (e.g., Old Fashioned) gently with ice for 20-30 seconds.
  - Build layered or carbonated drinks (e.g., Mojito) directly in the glass.
- Ice:** Use fresh, clean ice for every drink. Do not handle ice with hands; use scoop or tongs.
- Garnishing:** Apply garnish as specified per recipe (e.g., lime wedge for Margarita, orange peel for Old Fashioned, mint sprig for Mojito).

### 4. Presentation Standards

- Serve in designated glassware, polished and free from spots.
- Garnishes should be fresh and neatly applied.
- All beverage napkins, coasters, and straws (if applicable) should be clean and properly placed.
- Drinks should be served with the guest's preference for salt rims, straw, or other options noted.
- Check for correct drink temperature before serving.

### 5. Hygiene Protocols

- Wash hands thoroughly before handling any beverage ingredients or glassware.
- Sanitize all tools, shakers, and surfaces before and after use.
- Use clean towels for drying glassware; do not polish with soiled cloths.
- Handle garnishes with tongs or gloves; never with bare hands.

- Discard any leftover or unused ingredients in line with food safety standards.

## 6. Documentation & Training

- All staff shall be trained on these SOP guidelines before working independently.
- Updates to recipes or procedures should be documented and communicated to all staff.
- Periodic refresher training to maintain high standards.

## 7. Revision History

Date	Changes Made	Revised By
2024-06-15	Initial SOP release for beverage preparation standards	Bar Manager