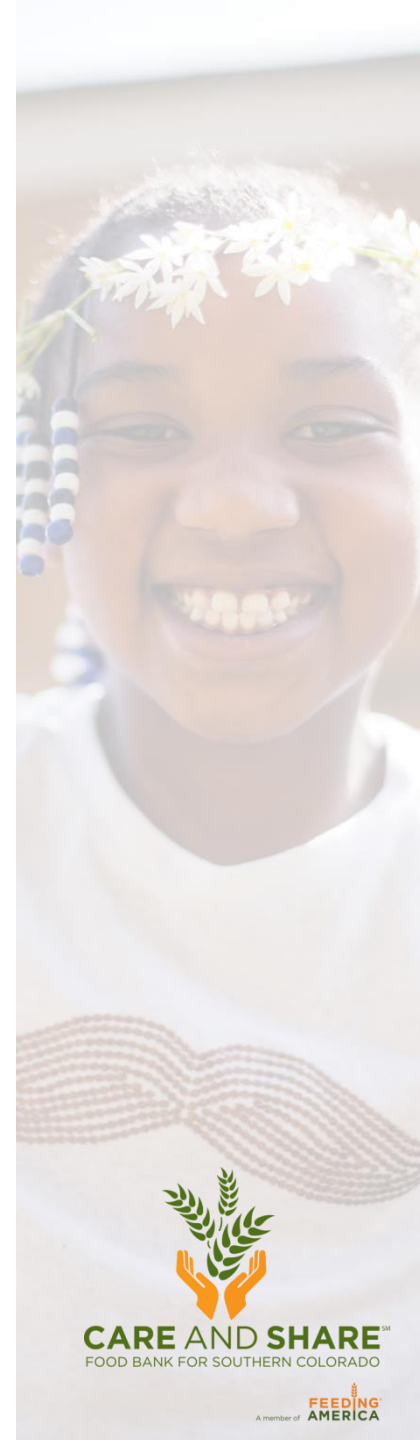


FOOD SAFETY TRAINING



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YOU WILL LEARN...

- How to safely transport food
- How to receive food safely
- How to sort food safely
- Which items you can distribute
- How to repackage food safely
- How to store food safely
- Proper temperatures for food storage
- Proper distribution of food
- Pest control



LOADING AND TRANSPORTING FOOD SAFELY

Keep food at safe temperatures in unrefrigerated vehicles.



Use coolers with ice packs or cover food with thermal blankets

Keep travels time to less than 30 minutes

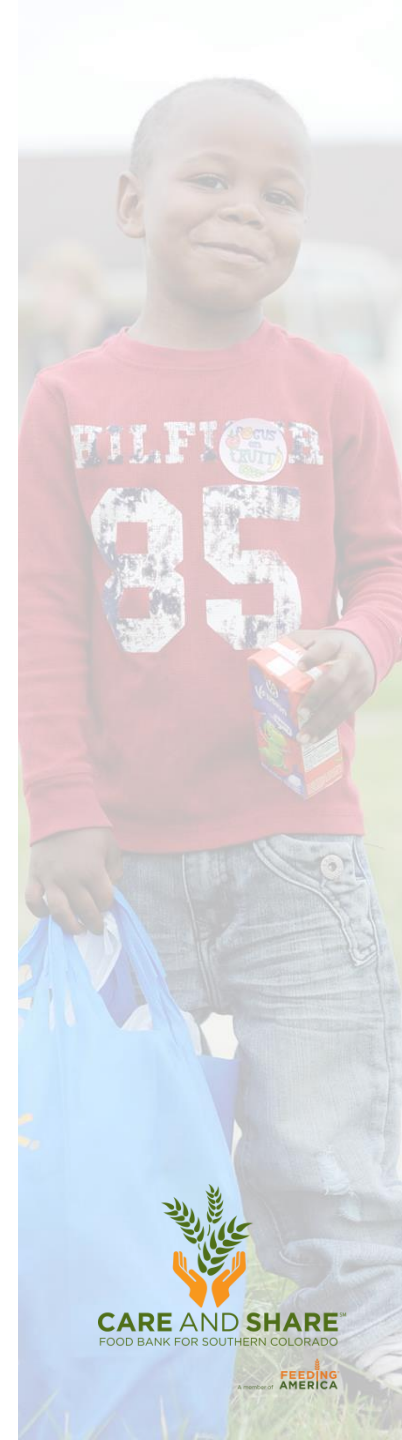
Prevent Contamination



DON'T store raw food over ready-to-eat food

DON'T store allergens over other products

DON'T store chemicals with food products



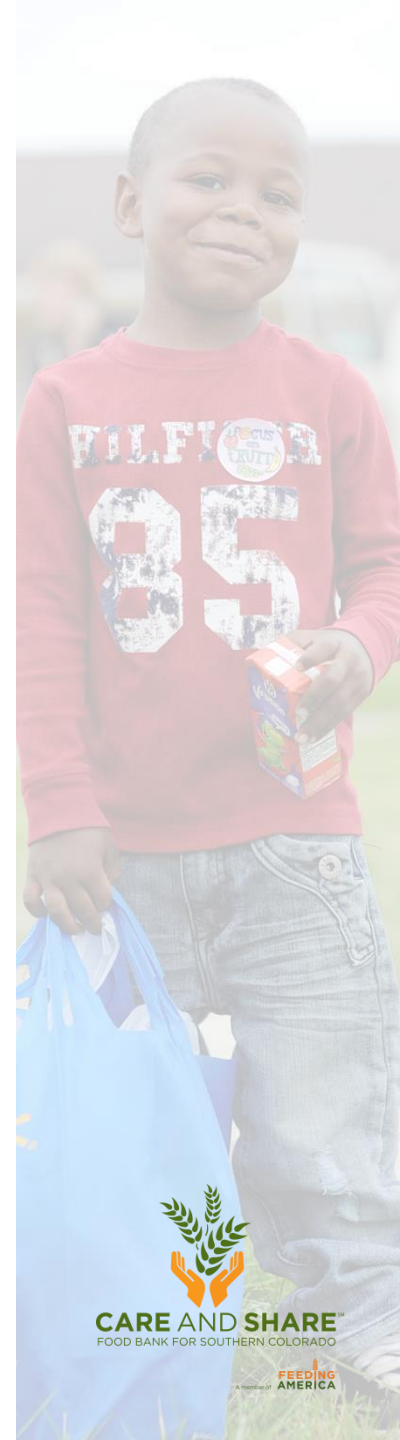
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RECEIVING FOOD



- Check food temperatures after arriving at your destination
- Check all items for spoilage and damage
- Store refrigerated and frozen food in refrigerators and freezers as soon as possible



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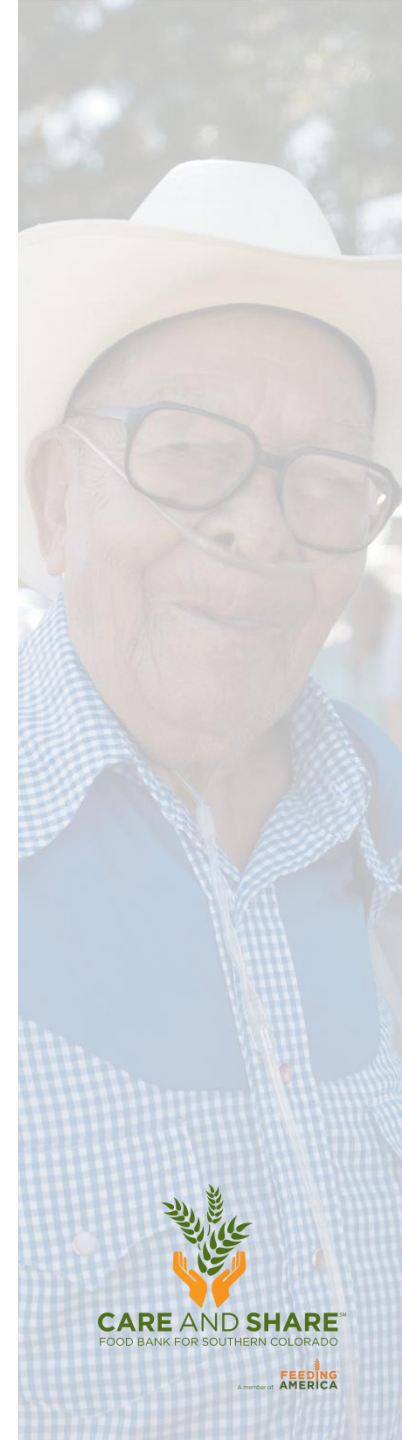
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SORTING FOOD

Discard products if:

- The seal is pierced
- There is visual evidence of product contamination
- A glass jar is dented on the lid
- A jar has a raised center that may not spring back after being depressed
- A can has a crease that is folded onto itself
- A can has a dent deeper than a thumb nail or with sharp corners
- A can has a dent so deep it deforms the end of the can causing it to wobble
- A can has rust remaining after wiping
- A can has a crease or dent over the seam
- A can is swollen

To review a more detail version of the [Sorting Guidelines](#), visit the [Food Safety](#) link on the [Agency Portal](#).

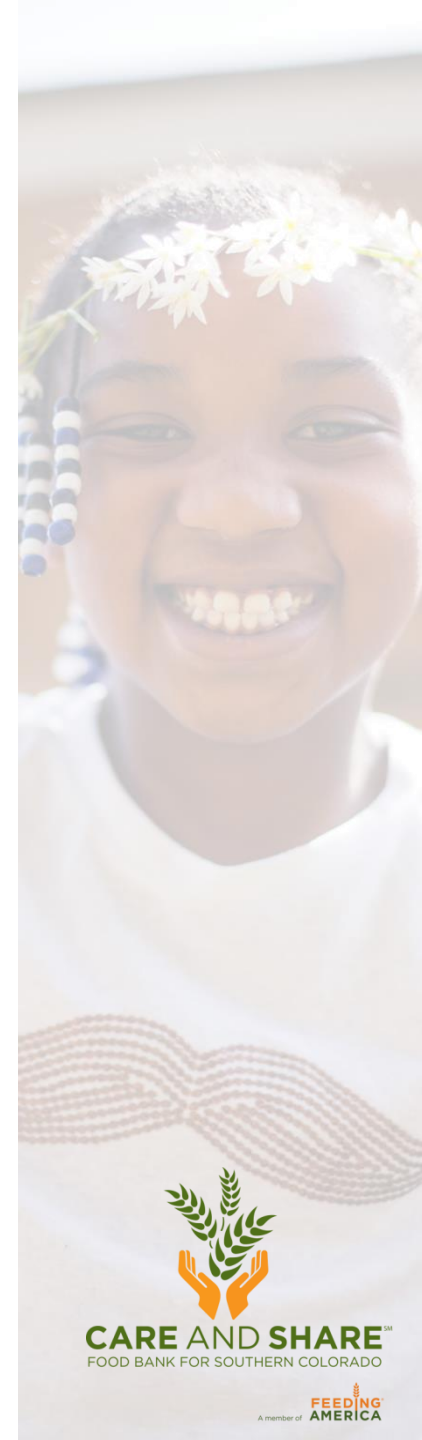


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ITEMS YOU CAN KEEP

- If the seal is slightly damaged but shows no evidence of tampering
- Cans with a flat dent on a seam no more than 1 / 4 inch (unless the dent is tipped inward)
- Pull-top can lids with dents can only be kept if the contents are dried foods with no leakage
- If the band is broken and the pop-up seal is intact
- Produce with some spots, soft areas or bruises are generally safe to use



REPACKAGING FOOD

Care and Share Food Bank recommends that agencies **DO NOT** repack food items that are not boiled prior to consumption.

Repackaging Policy:

- Agency must have a sanitized workplace for repackaging
- Volunteers must wear gloves and hairnets
- Use new zip-lock bags only
- All individual packages must have:
 - Name of the food in the package
 - Quantity of food
 - Packaging date
 - Copy of nutrition facts label

For a more detailed description of the [repackaging policy](#), visit the Care and Share Food Bank [Agency Portal](#)

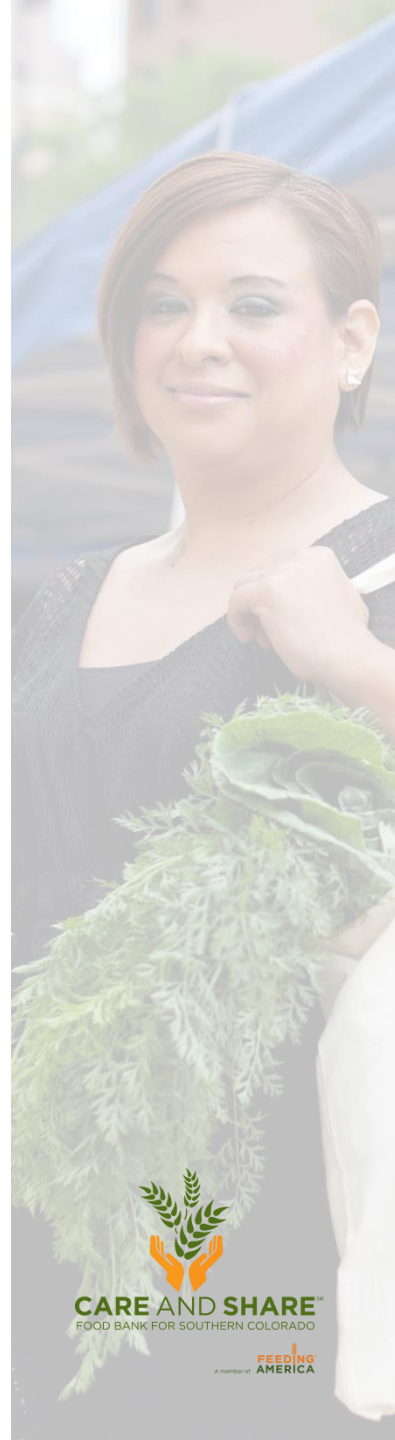
SHELF-STABLE FOOD STORAGE

- All food must be stored 6 inches off of the floor and 4 inches away from the wall
- The storage area must be clean and odor free
- All trash cans in the food storage area must have a lid
- Use the first-in, first-out (FIFO) rotation system and distribute the oldest food first based on the use-by or expiration date
- Non-food and toxic items (soap, cleaning supplies, etc.) need to be stored separate from the food
- The storage area needs to be secure with limited access



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REFRIGERATOR AND FREEZER STORAGE



To avoid cross contamination, follow the order of food in this diagram.

Top—Ready
to eat foods

2nd—
Produce

3rd—Raw
Fish

4th—Raw
Beef & Pork

Bottom—
Raw Poultry

- The temperature for each refrigerator and freezer unit must be monitored to verify it is in the proper temperature range
- All units need to be clean and odor free
- Units need to have adequate air-flow
 - Do not over-fill a unit with too much food
 - Defrost the freezer if there is too much frost build-up
- Use the first-in, first-out (FIFO) rotation system and distribute the oldest food first based on the use-by or expiration date



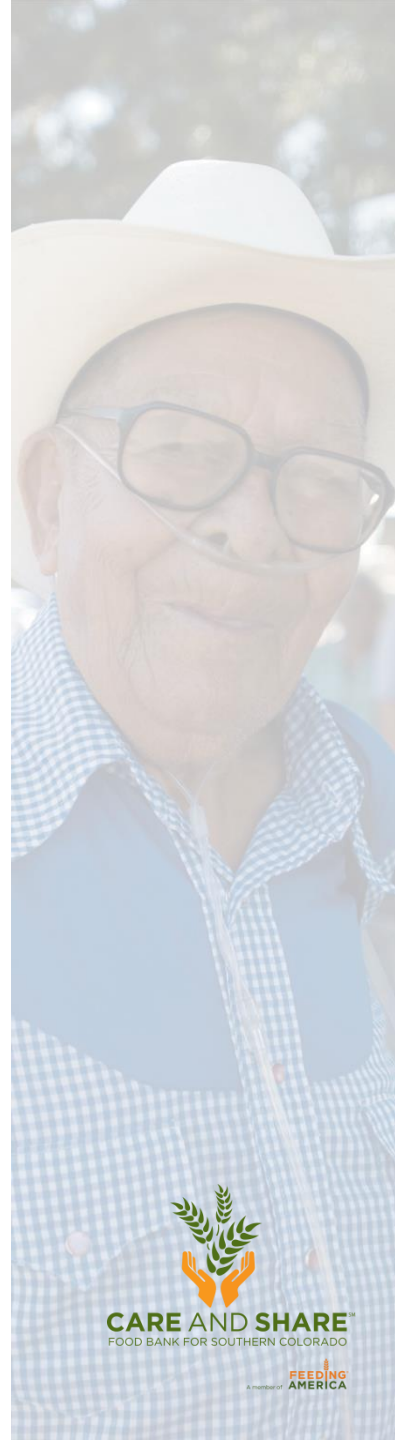
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PROPER TEMPERATURES

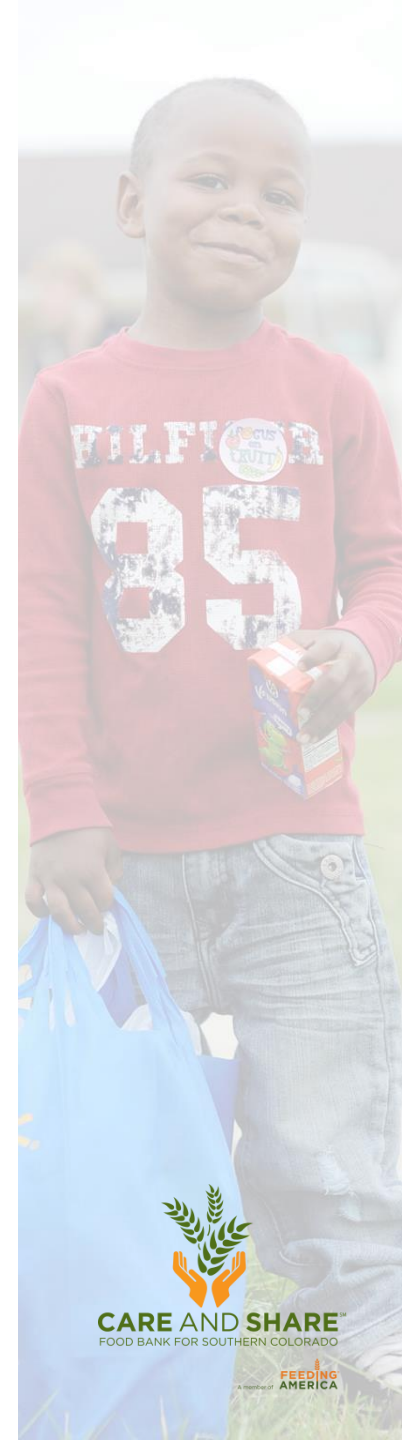
- All food storage should be temperature controlled
 - Refrigerator Units: 32° to 40°
 - Freezer Units: 0° to -10°
 - Storage area: 40° to 80° (ideal is 50° to 70°)
- Each food storage area/unit should have the temperature checked and logged weekly

Care and Share Food Bank provides a [Temperature Control Log](#) on the [Agency Portal](#) at CareandShare.org.



DISTRIBUTING FOOD SAFELY

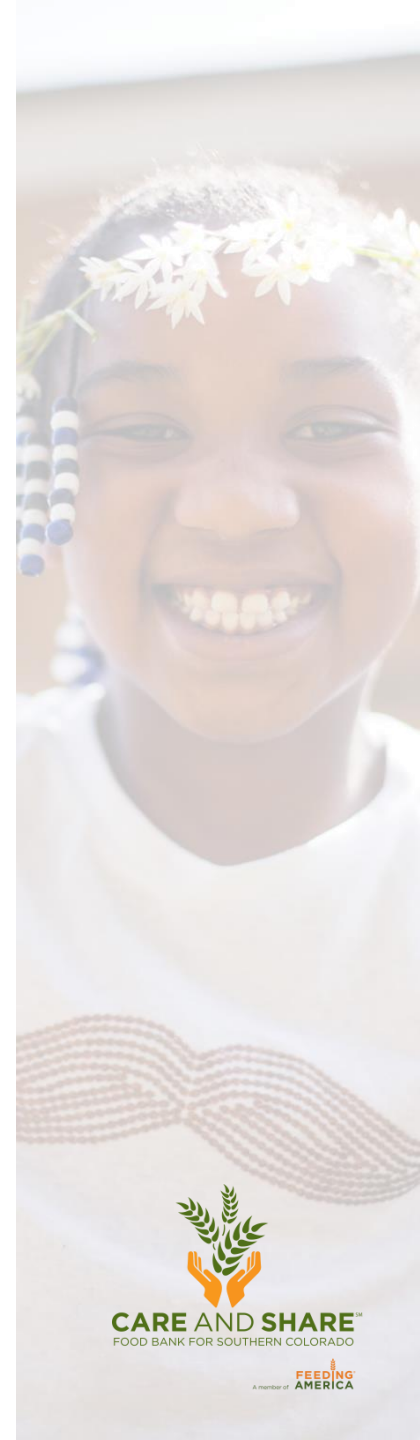
- Do not let neighbors use bags or containers that show signs of contamination
- Make sure the food is not stored on the floor for any part of the distribution
- Ensure that the food is stored in refrigerator or freezer units until the food is distributed



PEST CONTROL

- Each food storage area needs to be inspected for signs of pests
 - All food storage sites need to keep documentation of the pest control process they have in place
 - An invoice from a certified pest control company to show a monthly service contract
- OR**
- Pest control logs filled out weekly by someone who manages the food storage

- Care and Share provides [Pest Control Logs](#) on the [Agency Portal](#)



ADDITIONAL FOOD SAFETY RESOURCES

- [Expiration Date Guide](#) (Does not apply to USDA Programs)
- [Cleaning vs. Sanitizing](#)
- [Sorting Produce Guidelines](#)
- [SafeServe Food Safety Certification](#)
- [Fresh Produce Guide](#)
- [Calibrating and Using Infrared Thermometers](#)

All safety documents can be found on the [Food Safety](#) link on the Care and Share [Agency Portal](#).



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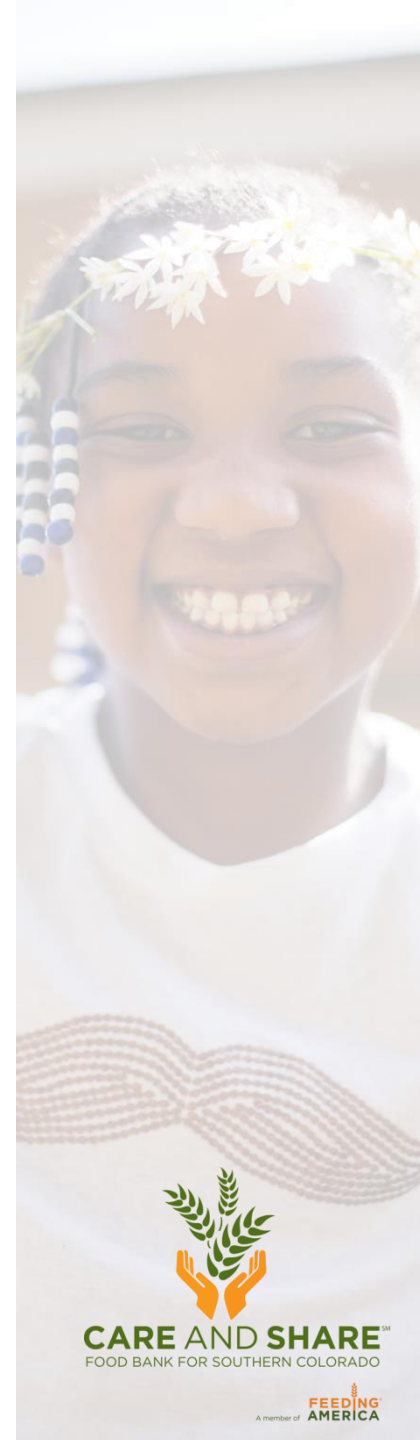


TEST YOUR KNOWLEDGE

To test your knowledge on food safety,
click the food safety icon to take a
quiz!



Good Luck!



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