



# GOLDEN HARVEST FOOD BANK Food Safety Training

For 2022-2023 partner agencies

# General Food Safety for Pantries

The following training is intended for programs that provide food to households to take home. This training is not appropriate for programs that prepare meals for consumption. In those instances, courses provided by *ServSafe* are required.

**Golden Harvest Food Bank** requires Food Safety Training for all agency partners. Proper Food Safety can help prevent food borne illness.





# Personal Hygiene

## Wash your hands frequently

- Especially after eating, drinking, smoking, touching your face, nose, ears, hair, handling waste, using the restroom, coughing, sneezing, etc.
- Use hot water, liquid soap, and disposable paper towels. You should scrub your hands and arms for at least 10-15 seconds.

Jewelry, watches, nail polish, and false fingernails should not be worn when handling food.

Wash hands after handling raw foods (uncooked meat, poultry, eggs, produce, etc.) and before handling cooked foods. Wear gloves if required. Wear an apron if required.

# Receipt of Food

- 🌾 Check all food that you receive
- 🌾 Canned food must be labeled and NOT have swollen ends, leaks, seal problems, lids that are popped, major dents, or rust.

Motto to live by:

**When in doubt, throw it out!**





# Understanding Product Dates

A “**sell by**” date tells the store how long to display the product for sale. You should buy the product before the date expires.

A “**best if used by or before**” date is a recommendation to help you get the best quality or flavor. It is not meant as a purchase or safety date.

A “**use by**” date is the last date recommended for the use of the product at peak quality. The product’s manufacturer determines this date.

Please **DO NOT** distribute baby food or formula after it has expired.

# Proper Storage

**ROTATE:** Rotate to ensure the oldest food is used first. First in, First Out (FIFO), or in some cases First Expired, First Out (FEFO).

**CHECK:** Check the shelf life of food.

**TEMP:** Store food at the proper temperature.

**SEPARATE:** Store food separately from sanitation, maintenance, and consumer chemicals like shampoo, cleaning supplies, etc.

**STORE:** Store food and supplies properly.





# Storage Requirements

- Food should be stored onsite with easy access for distribution
- Food must be stored 6 inches from the floor, 4 inches from the wall or ceiling, in an area that is clean, dry, and free from pests.
- Food must be stored at least 4 feet from non-food items such as cleaning supplies or chemicals.
- This location should be locked and kept secure.

# Cross-Contamination

The transfer of a contaminant from one surface to another.

Prevent cross-contamination when storing and handling food:

- When cross-contamination occurs, report it.
- Cross-contamination with allergens is serious!
- Allergens include soy, wheat, eggs, peanuts, tree nuts, fish, and shellfish.

Types of contaminants include:

- Physical: wood, metal, glass, paint chips, hair, etc.
- Chemical: cleaning supplies, mechanical chemicals, pesticides, etc.
- Biological: microorganisms, insects, rodents, birds, etc.







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# Time and Temperature Control

All refrigerators and freezers should have a thermometer. Please document temperature for your equipment weekly.

- Store and transport refrigerated foods at no higher than 40°F .
- Store and transport frozen food at no higher than 0°F.
- Check the temperature of food and storage areas with verified thermometers.
- Thaw frozen foods at 40°F, and never room temperature. Food may also be thawed by using a microwave oven, or under running cold water.
- Keep hot food no cooler than 135°F.
- Keep cold food no warmer than 40°F.
- Keep frozen food frozen.
- Separate raw and cooked food in refrigerators.
- Raw meat should be stored below other foods, especially ready-to-eat food.

# Cleaning vs. Sanitizing

## Cleaning

To properly clean you should

- Clean surface, rinse surface, sanitize the surface, and allow to air dry.
- Surfaces should be cleaned and sanitized each time you use them.

## Sanitizing

For non-porous surfaces:

- You can make a simple sanitizer by combining 1 tablespoon of household bleach with 1 gallon of water.

For porous surfaces:

- Combine 3 tablespoons of bleach with 1 gallon of water.





# Pest Control

- Preventative maintenance is the key to keeping your area pest free.
- The food storage area should be kept clean and free of debris.
- Ensure all stored products are sealed properly.
- Inspect the food storage areas every 30 days for signs of pest infestation. We recommend you document findings.
- Work with a licensed pest control company to eliminate any pests.
- Inspect stored products to ensure that no damage or infestation has occurred. Once evidence of pest infestation has been determined, discard any damaged products.

# Final Thoughts

Please make sure that all volunteers and staff...

- Practice good personal hygiene
- Ensure food is prepared and handled in a safe manner
- All food is safe and stored properly
- Be proactive to prevent cross-contamination
- Temperature Logs are on all refrigerators and freezers document and check log readings weekly.
- All food handling equipment and all surfaces are cleaned and sanitized after each use.
- Preventative pest control is practiced.

