



FOOD SAFETY TRAINING FOR MEMBER AGENCIES

Food safety is an important part of what we do. The food we receive, store and distribute must be as safe as possible for our clients. There are many things that you can do to assure food safety. **At least one representative from your agency is required to obtain a Food Handler Certificate through an approved SafeStaff or StateFoodSafety course.** This is a condensed version that can be used to train other volunteers.

IMPORTANT: IF YOU PICK UP AFFB FOOD OR IF WE DELIVER IT TO YOUR LOCATION-ALWAYS KEEP COLD FOOD COLD AND FROZEN FOOD FROZEN. NEVER LEAVE FOOD IN YOUR VEHICLE.

HAZARDS -- There are 3 types of hazards that make food unsafe

- Biological (Pathogens, Bacteria, Parasites)
- Chemical (Cleaners)
- Physical (Glass, Dirt)

BAD PRACTICES -- These 4 practices make food unsafe

- poor personal hygiene
- time-temperature abuse
- cross contamination
- poor cleaning and sanitizing

GOOD PERSONAL HYGIENE -- Wash hands properly (after using the restroom, handling raw food, touching your face, hair or body, sneezing, coughing or using a tissue), use gloves, keep nails short and clean, and don't wear jewelry (except plain metal band)

TCS FOOD -- Temperature Control for Safety (TCS) Food is most likely to become unsafe

- milk and dairy
- meat (beef, pork and lamb)
- fish
- baked potatoes
- tofu or soy products
- sprouts and sprout seeds
- eggs
- poultry
- shell fish
- heat treated plant food such as cooked rice, beans and vegetables
- slices melons, cut tomatoes, and cut leafy greens such as bagged salads

In as little as 2 hours pathogens and bacteria begin to multiply in food that is being held at room temperature. **YOU MUST REFRIGERATE COLD ITEMS AND KEEP FROZEN ITEMS IN THE FREEZER AS MUCH AS POSSIBLE. DO NOT HOLD TCS FOOD AT ROOM TEMPERATURE FOR LONGER THAN ONE HOUR DURING ANY FOOD DISTRIBUTION.** Take out only as much as you can distribute in one hour, then restock as you run low.

TEMPERATURE DANGER ZONE -- Pathogens grow well in the temperature range from 41 degrees- 135 degrees Fahrenheit. Meat/Cooked Product Thermometers and Cooler/Freezer Thermometers are available at no cost to you provided by All Faiths Food Bank.

It is very important that you check the temperature of TCS food often as well as checking the temperatures in your coolers and freezers at least once per week. **YOU ARE RESPONSIBLE FOR ENSURING THAT THE FOOD YOU RECEIVE FROM AFFB AND DISTRIBUTE IN OUR COMMUNITY IS SAFE.**

Keep hot food hot at 135 degrees-check temperature at least every 4 hours. Keep cold food at 41 degrees or lower. Keep frozen food frozen at 0-minus 10 degrees.

Nonperishables such as cans and boxes must be kept below 75 degrees Fahrenheit. Product must be stored 6 inches off the floor and away for the wall. Use first in first out rule (FIFO)-utilize date labeling. Chemicals such as cleaning supplies may not be stored near any food. Store food only in designated food-storage areas.

CROSS CONTAMINATION -- Surfaces that touch food are called food-contact surfaces. Many of the utensils and equipment you use in a kitchen have food-contact surfaces. Plates, glasses, forks and tongs are examples. Follow these practices to prevent cross contamination:

- do not touch the parts of the dishes or glassware that come in contact with food
- hold serving utensils by the handle
- do not use bare hands to handle ready-to-eat-food (use gloves or tongs)
- never use towels for cleaning food spills for any other purpose
- store towels for cleaning food spills in a sanitizer solution when you are not using them
- never use the same utensils when handling ready-to-eat food and raw meat, poultry or seafood
- use separate utensils when serving different food items
- never use ice that was used to keep food or beverages cold for anything else (such as filling a beverage glass)

ALLERGENS -- The following 6 food items are the most common types of **food that people are** allergic to:

- **milk and dairy**
- **wheat**
- **fish and shell fish**
- **eggs**
- **soy**
- **peanuts and tree nuts**

The tiniest speck of a food they are allergic to can make them sick or even cause death. **Agencies that prepare food: you need to be aware of these types of food and any dishes on your menu that contain them. Agencies that distribute un-cooked food: please be sure that any of the above mentioned items are handled with care to ensure your clients safety. These items should be kept separately from non-allergy food items and labeled.**

PEST CONTROL -- Pest control is extremely important and should be done as often as necessary to keep your building pest free. Droppings, gnaw marks and dirt tracks along walls indicate rodent activity. Capsule-shaped egg cases, strong oily odor and droppings that look like black pepper indicate cockroach activity. Flour, pasta and cereal are breeding grounds for bull weevils. If you see any bull weevils please separate contaminated packages from the rest of the packages because the weevils will spread. Keeping these items in the cooler reduces bull weevil infestation.

CLEANING/SANITIZING -- Walls, storage shelves, trash containers and counter tops should be cleaned often. Any surface used to prepare food must be cleaned as well as sanitized. Allow all surfaces cleaned or sanitized to air dry. This reduces the possibility of contaminating a recently cleaned area.

Thank you for reading and processing this document. Together we can improve food safety at your agency by following these simple steps. Please sign and date below. If you have any questions, please contact Agency Relations Manager Peter M. Casamento at 941-549-8130 or pcasamento@allfaithsfoodbank.org.

Agency Name: _____

Agency Representative: _____

Date: _____