



# HOW to donate safely

## TIME AND TEMPERATURE CONTROL

### Prior to Transport:

COLD FOODS: Must always remain at 41°F or below

FROZEN FOODS: Must always remain at 32°F or below

HOT FOODS: Must always remain at 135°F or above

\*\*Donations of whole produce, canned goods, dry foods and other similar products can be delivered anytime with no requirement for temperature controls or delivery times\*\*

### During Transport:

1. When available use portable coolers or a refrigerated vehicle to transport foods at 41°F or below
2. If refrigerated transport is not available, the food items should be transported in thermal blankets
3. If neither refrigerated transport nor thermal blankets are available, food should be labeled "Process Immediately" and must not be out of temperature controls for *more than 30 minutes during transportation*

### After Transport:

The food donor must check to ensure proper temperatures at the time of the transfer to the receiving facility or food transporter. The person-in-charge at the receiving venue should also check the temperature of the food upon receipt and note the time that the food is received. (see Appendix F - Food Donation Delivery Form).

## PROTECTING FOOD FROM CONTAMINATION

Food must be protected from potential contamination at all times through the use of sanitary, food-grade containers, and by ensuring that transport vehicles are clean and free of vermin.

If you have ANY questions about surplus food donation contact: