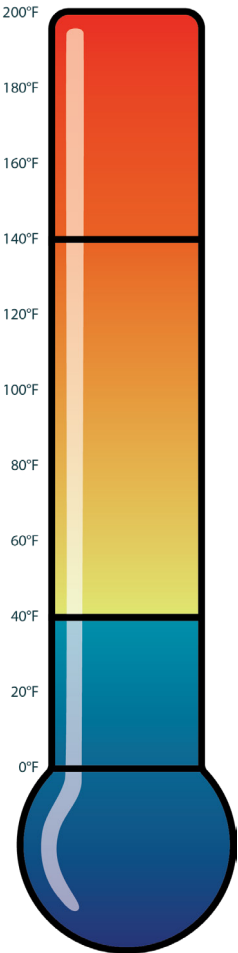


Prepared Food: Guidelines for Food Donation

This document is intended to provide basic information to encourage food donation. Food that is directed to those in need is entitled to the same protective measures as food prepared and served to paying consumers. In general, entities already preparing and serving food for public consumption are already practicing the measures necessary to easily adopt safe food donation programs. For additional resources and guidance, contact your local health department, scan the QR codes below, or contact RecyclingWorks MA at recyclingworksma.com.



Keep **HOT FOODS** at 135°F (57°C) or hotter




DANGER ZONE:
Bacteria grows rapidly over this temperature range

Keep **REFRIGERATED FOODS** at 41°F (5°C) or colder



Keep **FROZEN FOODS** at 0°F (-18°C) or colder



Guidelines for Donating Prepared Foods										
Avoid TCS (Time/Temperature/Controlled Food for Safety) food that has been in the 41°F to 135°F danger zone for more than 2 hours, as it cannot be donated.										
Packaging	<ul style="list-style-type: none">Food-grade packaging in direct contact with foodSecurely closed and separated by food type to avoid cross-contaminationLabeled and date									
Labeling Language	<ul style="list-style-type: none">The name and location of food donation organizationThe name and location of donorThe food descriptionThe date of donationAllergen disclaimer statement	<table><tr><td>DONOR NAME AND LOCATION</td><td>Ex: ABC Restaurant 1234 main St, Dallas, TX</td></tr><tr><td>FOOD CHARITY NAME AND LOCATION</td><td>Ex: XYZ Shelter 5678 Main St, Dallas, TX</td></tr><tr><td>FOOD DESCRIPTION (MENU DESCRIPTION):</td><td>Ex: Black Bean Burger</td></tr><tr><td>DATE OF DONATION:</td><td>Ex: 11/02/2015</td></tr></table> <p>WARNING! This container holds rescued food! This food may contain, have come into contact with, or have been produced in a facility which also produces milk, eggs, peanuts, tree nuts (walnuts, almonds, pecans, hazelnuts/filberts, pistachios, cashews, coconuts, pine nuts, macadamia nuts, and/or Brazil nuts), fish, shellfish (crab, crawfish, lobster, shrimp, mussels, and/or oysters), wheat, and / or soybeans.</p>	DONOR NAME AND LOCATION	Ex: ABC Restaurant 1234 main St, Dallas, TX	FOOD CHARITY NAME AND LOCATION	Ex: XYZ Shelter 5678 Main St, Dallas, TX	FOOD DESCRIPTION (MENU DESCRIPTION):	Ex: Black Bean Burger	DATE OF DONATION:	Ex: 11/02/2015
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Cooling Methods	<p>To help reduce the frequency of pick-ups and if refrigeration space allows, consider cooling down foods from hot temperatures to prevent them from going to waste. This process should be done as rapidly as possible and it must not take more than 6 hours for all parts of the food to reach the required refrigeration temperature.</p> <ul style="list-style-type: none">The recommended time frames to achieve cooling within this 6-hour window are 2 hours to cool foods from 135°F to 70°F and within a total of 6 hours to cool from 135°F to 41°F.Cooled prepared foods should be stored at 41°F or below or frozen at 0°F or less while awaiting pickup from the donation partner.									
Reheating	<p>Cooked, cooled foods must be reheated to 165°F for 15 seconds minimum if the food is to be held for hot-holding. Remember, all parts of the food being reheated must reach this temperature.</p>									
Information in this document has been adapted from the Comprehensive Guidance for Food Recovery Programs.										

Food Donation Partnership Agreement: Key Components	<ol style="list-style-type: none">Exchange of Basic Information:<ul style="list-style-type: none">Key contactsAnticipated donation frequencyTypes of Foods to be DonatedFood Transport ArrangementsQualifications of Key Staff & Staff Training<ul style="list-style-type: none">Hygiene, food safety, food defense, storage, & transport proceduresCommunicationResolution of Unsatisfactory Situations
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Refer to the RecyclingWorks Food Donation Guidance for more information:




www.recyclingworksma.com/donate/

Refer to the Bill Emerson Good Samaritan Act for liability protection information:



www.chlpi.org/wp-content/uploads/2013/12/Emerson-Act-Legal-Fact-Sheet.pdf

Refer to the Comprehensive Guidance for Food Recovery Programs for more information:



www.foodprotect.org/guides-documents/comprehensive-guidance-for-food-recovery-programs/