

STORAGE AND HANDLING OF PRODUCT

Dry Storage

1. Agencies must be able to store food at least six inches off the floor and away from the walls of the storage area. Acceptable storage includes wooden and metal shelving, cabinet space and wooden pallets. The storage area should be secured (locked) to limit access to authorized personnel in emergency food pantries, soup kitchens and homeless shelters. This can be accomplished by locking the storage room or padlocking cabinet or refrigerator space.
2. If food is stored in an outdoor facility (storage shed), it should be cooled during warmer months to protect product integrity. Storage of food items at a temperature near 70 degrees Fahrenheit leads to longer shelf life than higher temperatures.

Refrigerated & Frozen Storage

1. Refrigerators and freezers must be clean and in working order.
2. Preferably, Food Bank product should be stored in a refrigerator or freezer designated solely for that purpose. If this cannot be done, Food Bank product must be marked as such or certain areas of the cold storage designated for Food Bank product only.

Other Storage Requirements

1. On-site programs that prepare meals (except for group homes) must have three sinks - one each for washing, rinsing and sanitizing dishes - or a dishwasher. If this is not possible, the agency must use paper and plastic plates and utensils for serving food.
2. All cleaning items and chemicals must be stored separately from food products to prevent contamination.
3. There should be no signs of pest infestation in the storage area.
4. Food may not be stored at a private residence. All food storage must be either at the agency or church's facility or in a designated off-site storage area managed by the church or agency (Not a min-storage unit).