

Gleaners Community Food Bank



Food Storage Guidelines

Member Agencies agree to adhere to the following standards:

1. Have regular, established days and hours for food service (Example: Monday and Wednesday 10:00 a.m. to 1:00 p.m.). This information should be posted.
2. Store food in secure, well-lit area.
3. Keep food stored away from clothing and furniture.
4. Store food in clean, dry, rodent and insect free area. Have a pest control plan.
5. Store food 6 inches off the floor on pallets or shelves.
6. Store loose packaged food (cornmeal, rice, beans, etc.) in pest resistant containers.
7. Refrigerators should not have a temperature above 40 degrees. Freezers should be maintained between -10 and 0 degrees. Each cold storage unit should have a visible thermometer indicating temperature of the unit. Keep an accurate thermometer to check the temperatures.
8. Rotate all stock. Food should be used on the first-in, first-out basis to prevent spoilage.
9. Protect food by storing chemical products (shampoo, bleach, laundry soap, etc.) away from food.
10. Have a certified/licensed food handler present on-site at all times when food is being received, prepared or served as required by law.

Food Preparation Guidelines for On-Site Feeding Programs

If preparing or serving meals, the Member Agencies agree to adhere to the following standards:

1. Have a certified/licensed food handler present on-site at all times when food is being received, prepared or served as required by law.
2. Maintain an up-to-date food handling license through the city or county Department of Health.
3. Post sanitation, food handling, storage, and temperature charts in food preparation areas.
4. Use a three-step hot water washing system for dishes or cookware or power-heated industrial-type dishwasher.