

# Receiving Requirements for Donated Food

## Upon Arrival at Donor location:

- Take temperatures from a sample of frozen & refrigerated products using infrared laser thermometer.
- Record the readings on temperature log.
- **Bakery, dry goods, and produce do not require temperature monitoring.**
- If traveling less than 30 minutes, use freezer blankets, insulated coolers or ice packs.
- If traveling more than 30 minutes, use of refrigeration is required.

## Upon return to Facility:

- Take temperatures **again** from a sample of frozen & refrigerated products using infrared laser thermometer.
- Record the readings on the same temperature log.
- **Temperature logs are required to be kept on file for 3 years and must be produced for inspection upon request.**
- **Temperature of product must remain at or below 41 F or be discarded.**



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