



# Harvest Regional Food Bank

## ServSafe Basic Food Safety Training

### HAND WASHING

Hand washing should take about 20 seconds. Use running water as hot as you can stand and enough soap to form a good lather. Scrub for 10 to 15 seconds (enough time to sing Happy Birthday) – be sure to get under fingernails and between fingers. Rinse well and dry hands using a single use paper towel or warm-air hand dryer.

Wash your hands:

- After using the restroom
- When handling raw meat, poultry, or seafood (before and after)
- After taking out the garbage
- After touching your hair, face, or body
- After touching aprons or clothing
- After sneezing, coughing, or using a tissue
- After handling chemicals
- After cleaning tables or dirty dishes
- After handling money
- Before putting on gloves
- After smoking
- After eating or drinking
- After chewing gum or tobacco
- After touching anything that might be dirty (work equipment, door, etc.).

Do not eat, drink, smoke, or chew gum or tobacco in food prep areas, in cleaning areas, food service areas, or in food storage areas.

### FOOD STORAGE

Foods can be stored only for so long to keep it safe. You must be able to tell when food was stored and what date it must be used by. All ready-to eat food that is prepared in house must have a label that includes the name of the food and the date prepared.

Store food in first-in first-out order. Use the food in the front first, because it will expire first.



Wrap or cover non-packaged food before storing. Store ready to eat food above raw seafood, meat, and poultry. Store food only in designated food storage areas. Store food and non-food items away from the walls and at least 4 inches off the floor. **NEVER** store chemicals and cleaning supplies near food.

### **PREPARED FOOD SERVICE**

Do not touch the parts of dishes, glasses, or silverware that come in contact with the food- use the bottom or edge. Do not use bare hands to handle food. Never scoop ice with bare hands or a glass. Never use towels for cleaning food spills or any other purpose- store towels in a sanitizer solution when you are not using them.

Use separate utensils when serving different food items - **NEVER** use the same utensils for handling ready-to-eat food and raw food.

### **CONTAMINATED FOOD HANDLING**

If you believe food has been contaminated OR if Harvest Texarkana (or any other food authority) contacts you about possible food safety issues (recalls, contaminations, etc.), **SEGREGATE THE FOOD IMMEDIATELY**. Label the food with **'DO NOT USE'** and the date and any other information (why is it held, what is contaminating it, etc.). If it is contaminated at your location, fix the problem as soon as possible. Set aside the contaminated or recalled food. If in doubt, throw it out.

### **SANITATION**

All surfaces must be cleaned and rinsed (walls, storage, shelves, garbage containers) regularly. Any surface that touches food must be cleaned **AND SANITIZED**.

#### **How to clean the surface:**

- Wash the area with a soapy towel
- Rinse the surface with a clean towel and clean water
- Sanitize the surface with another clean towel and sanitizer (Clorox etc.)
- Allow the surface to air dry

Clean and sanitize items as soon as you are done using them, before using them with another food, any time you're interrupted during a task, or at least every 4 hours if in constant use.



## **PEST CONTROL**

Pest issues must be handled immediately. Each agency must provide pest control—either through self control or a licensed provider.

Watch for gnaw marks, dirt tracks along the wall, droppings, nest, dead bus, etc.

## **FOOD PREPARATION**

Make sure all surfaces, utensils, etc. are clean and sanitized. Do not allow prepared food to touch surfaces that have touched raw meat and vice versa. Prepare ready-to-eat food at a separate time/location from food being prepared to cook.

Use a thermometer to check prepared food for the proper service temperature.

Thaw food in a cooler, submerged under running cool water, in a microwave oven, or part of the cooking process. **NEVER THAW FOOD AT ROOM TEMPERATURE.**

Prep food in small batches to keep too much food from sitting at room temperature for too long.

### **Proper cooking temperatures**

- Poultry must be at 165 degrees for at least 15 seconds
- Ground meat must be at 155 degrees for at least 15seconds
- Fish must be at 145 degrees for at least 15 seconds
- Pork and beef (roast or chops) must be at 145 degrees for at least 15 seconds.

When reheating food, heat it to an internal temperature of at least 165 degrees within 2 hours.



## How To Wash Your Hands



### **Wet your hands and arms**

Use running water as hot as you can comfortably stand



### **Apply soap**

Apply enough to build up a good lather



### **Scrub your hands and arms vigorously for 10 to 15 seconds**

Clean under fingernails and between fingers



### **Rinse your hands and arms thoroughly**

Use running warm water



### **Dry your hands and arms**

Use a single-use paper towel or hand dryer





# Storing Food Safely



Store refrigerated food at 41°F (5°C) or lower



Keep frozen food frozen solid



Store food away from walls and at least six inches (15cm) off the floor



Store ready-to-eat food above raw meat, seafood, and poultry



Store food only in containers made for food



Store food only in designated storage areas



©2014 National Restaurant Association Educational Foundation. All rights reserved. ServSafe® and the ServSafe logo are trademarks of the NRAEF, National Restaurant Association® and the arc design are trademarks of the National Restaurant Association. Feeding America. All rights reserved. Feeding America is a 501 (c)(3) non-profit recognized by the IRS.



## Loading and Transporting Food Safely

Keep food at safe temperatures in unrefrigerated vehicles.



Cover cold food with thermal blankets or use coolers with ice packs



Keep drive times to 30 minutes or less



Check food temperatures after arriving at the destination

Prevent contamination:



**DON'T** store raw food over ready-to-eat food



**DON'T** store allergens over other products



**DON'T** store chemicals with food products





## Discard Cans With These Defects



Severe dent in seam



Deep dents in can body



Missing or unreadable labels



Swollen or bulging ends



Holes or signs of leaking



Rust that cannot be wiped off



©2014 National Restaurant Association Educational Foundation. All rights reserved. ServSafe® and the ServSafe logo are trademarks of the NRAEF, National Restaurant Association® and the arc design are trademarks of the National Restaurant Association. Feeding America. All rights reserved. Feeding America is a 501 (c)(3) non-profit recognized by the IRS.



## **WHAT DO ALL OF THE DATES MEAN?**

There is a lot of confusion about the dates on food packaging. Unless a date is accompanied by the words “Expires By” or “Expiration Date”, then the date is **NOT** an expiration date. See below for the most commonly used phrases for food product dating.

### **“Sell By” Date**

Last day the product is recommended for display on a supermarket shelf. This product is still good to eat past this date!

### **“Best If Used By” Date**

Indicates how long the product will maintain best quality or flavor. This food is still safe to eat after this date, although it may have a slight taste or texture change.

### **“Use By” Date**

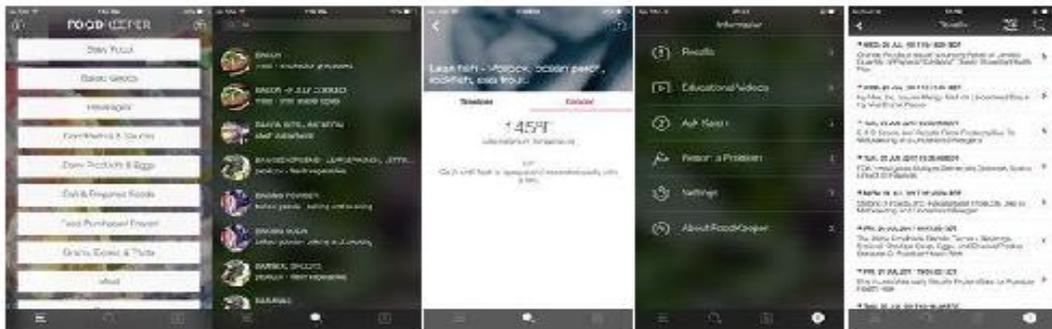
Indicates the last date suggested for use of the product in terms of quality or freshness.

### **“Coded” Date**

Indicates a date on which the product was packaged.



## USDA 'FoodKeeper' App Your New Tool for Smart Food Storage



### Application Features

With the FoodKeeper application, each user can:

- Find specific storage timelines for the refrigerator, freezer and pantry, depending on the nature of the product;
- Learn cooking tips and methods for various types of meat, poultry and seafood products;
- Note in their device's calendar when products were purchased and receive notifications when they are nearing the end of their recommended storage date;
- Submit a question to USDA using the 'Ask Karen' feature of the application. 'Ask Karen' is USDA's 24/7 virtual representative. The system provides information about preventing foodborne illness, safe food handling and storage, and safe preparation of meat, poultry, and egg products; and
- Submit items not included in the database for consideration in future updates.
- Receive information on food safety recalls immediately when they're announced or select to receive them daily or weekly.





## **BASIC FOOD SAFETY SERVSAFE QUIZ**

Agency Name: \_\_\_\_\_

1) When washing your hands, how long should you scrub/wash your hands for?

- A) 5 – 10 seconds
- B) 20 – 30 seconds
- C) 10 – 15 seconds

2) You should wash your hands:

- A) After smoking
- B) After touching your hair, face, body
- C) Both A & B
- D) None of the above

3) You should store food in first-in first-out order:

- True
- False

4) It is okay to use bare hands to handle food

- True
- False

5) If you believe food has been contaminated, you should

- A) Contact the Health Department
- B) Throw it away
- C) Segregate the food immediately
- D) None of the above



## **BASIC FOOD SAFETY SERVSAFE QUIZ**

6) Each agency must provide pest control—either through self-control or a licensed provider.

- True
- False

7) Food should be thawed:

- A) Submerged under running cool water
- B) In a cooler
- C) In a microwave oven
- D) All of the above

8) Never thaw food at room temperature

- True
- False

9) Proper cooking temperature for pork is:

- A) Must be 150 degrees for at least 15 seconds
- B) Must be 130 degrees for at least 15 seconds
- C) Must be 140 degrees for at least 15 seconds
- D) Must be 145 degrees for at least 15 seconds

10) Proper cooking temperature for ground beef is:

- A) Must be 170 degrees for at least 15 seconds
- B) Must be 165 degrees for at least 15 seconds
- C) Must be 145 degrees for at least 15 seconds
- D) None of the above



## **BASIC FOOD SAFETY SERVSAFE QUIZ**

**11)** You should discard Cans with These Defects:

- A) Rust that cannot be wiped off
- B) Severe dent in seam
- C) Swollen or bulging ends
- D) All the above

**12)** To prevent contamination when loading and transporting food, you should do:

- A) Don't store raw food over ready-to-eat food
- B) Don't store chemicals with food products
- C) Both A & B
- D) None of the above

**13)** Storing Food safely, refrigerated food should be stored at:

- A) 41°F or lower
- B) 35°F or lower
- C) 38°F or lower
- D) 33°F - 38°F

**14)** You should Store ready-to-eat food below raw meat, seafood, and poultry:

- True
- False

**15)** Store food away from walls and at least \_\_\_\_ inches off the floor:

- A) 4
- B) 5
- C) 6
- D) 12