



Volunteers

Food Safety Guidelines

TCS Foods

TCS (Time/Temperature Controlled for Safety) foods are those that require time/temperature to prevent the growth of microorganisms and reduce the risk of food borne illness. TCS foods include:

- frozen foods
- hot or cold prepared foods
- dairy
- meat
- seafood
- cut fruits and vegetables

These foods must be kept outside of the **Food Temperature Danger Zone (41°F-135°F)** until they are picked up for delivery.

If you notice that food seems to be at an unsafe temperature when you arrive to pick it up, please follow these steps:

- Accept the food. It is not the volunteers responsibility to refuse donations or hold food donors accountable.
- Alert the recipient of your concerns when you arrive. Make sure to let them know what you observed while picking up the food.
- Alert the Food Resources Team so that we can follow up with both donor and recipient and make sure everyone is aware of our food safety guidelines.

Personal Hygiene

While this section may seem self-explanatory, **volunteer personal hygiene is a critical step** in ensuring that food stays safe for everyone involved. Here are some best practices to follow:

- Do not deliver food while sick or recovering from an illness.
- Always wear clean clothing and close-toed shoes.
- Wear a waterproof bandage to cover any cuts.
- Do not eat, drink, smoke, or chew gum near any exposed food.
- Do not transport food in a vehicle containing chemicals, garbage, animals, equipment, or any other potential source of contamination.

Volunteers will only be interacting with packaged food donations and therefore single use gloves are not necessary. Please alert the Food Resources Team if you are ever directly handling unpackaged foods.

