



# Food Transport Guidelines

## 1. Check the temperature at pickup

It is the donor's responsibility to properly cook, rapidly cool and store food donations at 40° F (4° C) or below. At pickup, visually check donations to determine if they are frozen or properly cooled and refrigerated. If the food temperature is questionable, ask the donor if the food was stored in a walk-in cooler (refrigerated) or a freezer.

## 2. Check packaging at pickup

At pickup, visually check donations for proper packaging, label, and date. Do not accept leaking or burst bags.

## 3. Keep the food cold during transport

Keep donations at or below 40° F (4° C) during transport. Note the time spent traveling between donor and agency and provide that information to the agency upon delivery. Food safety procedures require agencies to check the temperature of donations upon receipt.

## 4. Practice Good Hygiene

Remember to wash your hands prior to handling food donations and make sure your clothes are free from dirt and germs. If donation packaging is contaminated during transport, the bacteria and germs can be transferred from the packaging to the food when it is unwrapped and prepared.

## 5. Avoid Cross-Contamination

When transporting the food, be careful to avoid cross-contamination through contact with foreign objects. The cleanliness of your vehicle and the manner in which you transport the food can impact whether the food comes in contact with sources of cross-contamination.

## 6. Inform the agency of the food status

Upon delivery of donations, inform the agency of any contamination risks encountered, or problems with food temperature, packaging or transport time. All agencies are required to check food temperature when delivered, so if necessary, remind the agency to double-check the food temperature when you deliver the food.