



**REGIONAL
FOOD BANK**
OF OKLAHOMA®

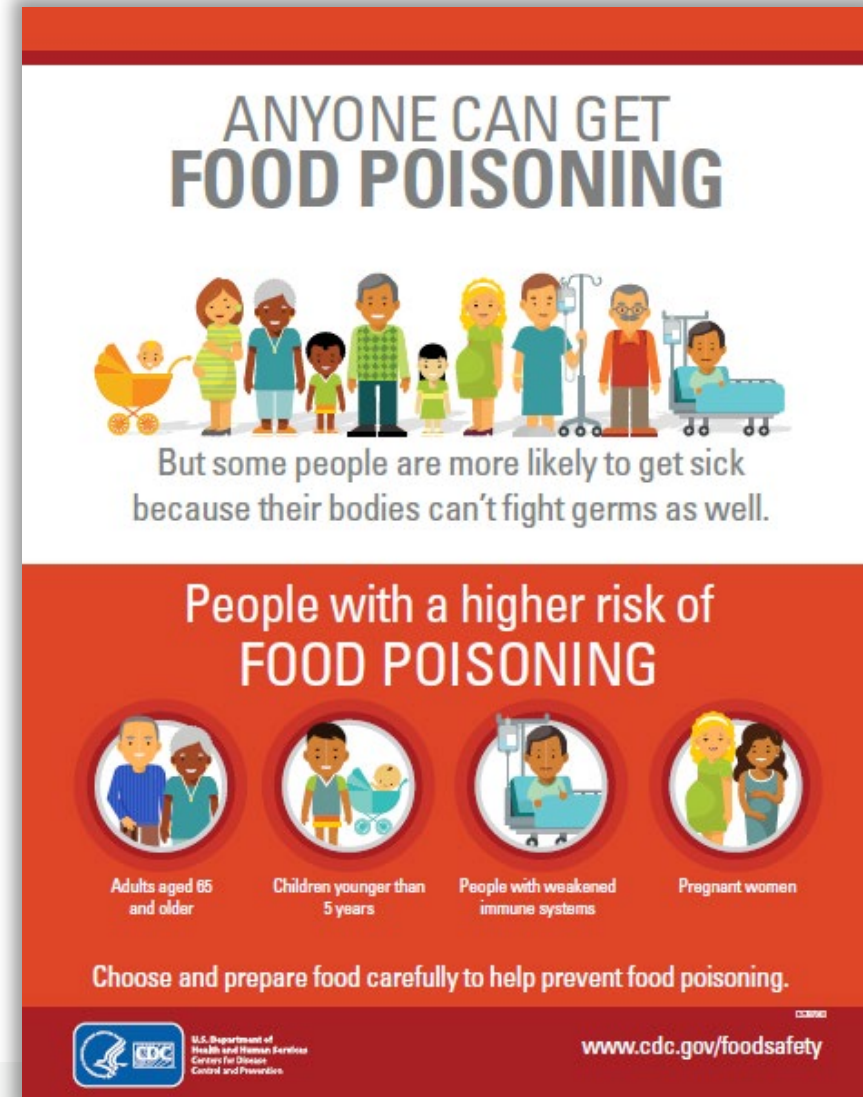
Safe Food Handling Practices for Partner Agencies

Keep You and Our Neighbors Safe!



The Importance of Food Safety

- **We must protect our neighbors living with food insecurity.** It is important for all food program workers to know food safety basics.
- The population we serve is often high-risk for foodborne illnesses: children, senior adults and immunocompromised individuals.
- Foodborne illnesses are caused by contaminated foods.



How Does Food Become Contaminated?

Three Types of Contamination

- **Physical-** hair, glass, rocks, jewelry, Band-Aids
- **Biological-** bacteria, viruses, parasites
- **Chemical-** cleaners, sanitizers, degreasers



Can get
into food by

- **Poor Hygiene Practices-** improper handwashing, working while sick, improper PPE usage
- **Improper Cleaning and Sanitizing**
- **Cross-Contamination-** transferring germs from one surface to another
- **Improper Storage Conditions-** insufficient packaging, improper temperatures

In this presentation, we will learn ways to prevent harmful contamination from occurring.

Personal Hygiene



Handwashing



- Handwashing is one of the ***most effective*** ways of preventing food contamination.
- 64% of foodborne illness outbreaks in restaurants are due to poor personal hygiene.
- Not sure how long to wash your hands? Sing Happy Birthday twice!



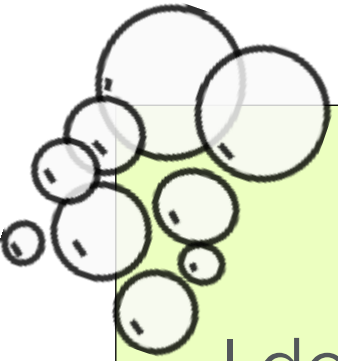
When to Wash Your Hands

- Before the start of any shift.
- Before and after eating/drinking.
- After using the restroom.
- After taking out the garbage.
- After handling chemicals, such as cleaning products.
- After sneezing or coughing.
- After touching your hair, face or clothes.
- After smoking.
- Before putting on gloves.



TIP: In addition to proper handwashing, proper PPE such as gloves, hairnets and aprons should be worn when working with open food products.

MYTH



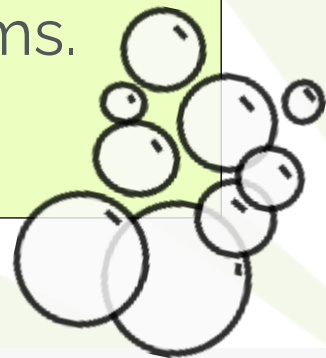
I do not need to wash my hands. I can just use some hand sanitizer.



TRUTH

Hand sanitizer should never be used as a replacement for handwashing!

The soap and scrubbing help to remove most of the germs.



Appropriate Clothing and Hygiene



- Always wear clean, comfortable clothing.
- Always wear clean, comfortable close-toed shoes.
- If you are wearing nail polish or artificial nails, gloves should be worn to protect food.
- Avoid wearing jewelry (other than permanent jewelry that can't be removed).
- Avoid eating, drinking, chewing gum/tobacco or smoking in food production areas.
- If necessary, wear disposable aprons to protect your clothing.

Cover Infected Wounds Properly

- Hands or wrist
 - Cover with a brightly colored bandage.
 - Wear single-use gloves that fully cover the bandage.
- Arms
 - Completely cover with bandage that prevents fluid from leaking out.



Why?

Infected wounds and cuts can contain bacteria. If the wound is not covered completely, the bacteria could be transferred to food products.

Should I Work When I Feel Sick?



If you are experiencing any of the following symptoms - you might have a foodborne illness and you should stay home!

- Vomiting
- Diarrhea
- Jaundice (yellow skin/eyes)
- Sore throat with fever

Supervisors

- Any worker displaying these symptoms should be sent home.

Why?

The bacteria or virus that is making you sick could be accidentally transferred to the food products you are working with. The bacteria/virus could then be transmitted to the person eating the food, making them sick as well.

Cleaning & Sanitation



Cleaning vs. Sanitizing

Cleaning removes food and other debris from a surface by using soap and water.

Sanitizing reduces microscopic germs on a clean surface to a safe level.



How to Clean & Sanitize Properly

1. Clean the surface first. Remove all excess food and debris.
2. After cleaning, use fresh sanitizer and a clean rag to wipe surface thoroughly.
3. Allow surface to dry completely before using again.

Helpful Hints:

- Always make sure that no food is present when cleaning/sanitizing is being done.
- Clean and sanitize surfaces before any work is started as well as after a spill occurs.
- Only use approved, provided chemicals.



Cross-Contamination

- Cross-contamination occurs when germs, chemicals or allergens are transferred from one surface to another.
- Can be:
 - Food to food
 - Equipment to food
 - People to food
 - Pests to food



Preventing Cross-Contamination



- Keep raw and ready to eat foods separate; use separate utensils as well.
- Wash hands frequently and thoroughly.
- Use gloves and utensils to prevent barehand contact with ready to eat foods.
- Clean and sanitize all work surfaces frequently.
- Keep food products sealed and covered.

Proper Food Storage



Safe Storage Practices

Store all food products and food packaging at least six inches off the ground.

Why?

Prevents pest access and allows for cleaning underneath.

To keep products 6 inches off the ground, shelving or pallets may be used.



Safe Storage Practices

Store all products containing allergens on lowest level or above similar allergens.

Why?

Prevents allergens from contaminating allergen-free products.



In this example, milk is stored on top of other dairy products to prevent potential contamination from drips or spills.



DID YOU KNOW? Allergic reactions to foods can occur within minutes of eating or up to hours later.

HIVES OR ECZEMA Red, swollen, dry or itchy skin rash 	RUNNY/STUFFY NOSE & SNEEZING 	ITCHY, WATERY OR RED EYES
ITCHY/TINGLING MOUTH OR EARS 	ABDOMINAL CRAMPS Upset stomach, cramps, vomiting or diarrhea 	COUGHING OR WHEEZING
DIZZINESS/ LIGHTEADEDNESS 	SWOLLEN LIPS, TONGUE OR THROAT 	TROUBLE BREATHING OR SWALLOWING
FUNNY TASTE IN MOUTH 	CHEST PAIN Weak, uneven heartbeat 	LOSS OF CONSCIOUSNESS
+ ANAPHYLAXIS + A very serious and potentially fatal allergic reaction that involves a sudden drop in blood pressure, loss of consciousness and body system failure.		

Food Allergies

- A food allergy occurs when someone has a reaction to protein in certain foods.
- Reactions range from mild to severe and could even be fatal.
- Even a small amount of allergen can cause a reaction, so it's important to prevent cross-contact.
- Allergens must be clearly declared on all food labels.

The Big 9 Allergens*



***In the United States, these nine allergens account for most food allergies. These allergens must be declared on food labels.**

Preventing Food Allergen Contamination

- Clean and sanitize surfaces that have come into contact with an allergen.
- Inspect food packaging for leaks/spills that can cause cross-contact.
- Wash hands and change gloves after handling allergens.
- Spills:
 - Immediately isolate spilled food allergen from other food products.
 - Inspect surrounding products for contact with the spilled allergen.
 - Dispose of any open products in contact with the spilled allergen (*food may not need to be discarded if in packaging that can be cleaned/sanitized*).
 - Clean and sanitize the area.



Safe Storage Practices

Keep all food products and food packaging covered and sealed.

Why?

Prevents pest access and protects from environmental contamination.



Some food products are protected by their packaging, like cans or bottles.



Foods that are in softer packing like paper bags (think flour), should be placed in durable containers for extra protection if possible.

Safe Storage Practices

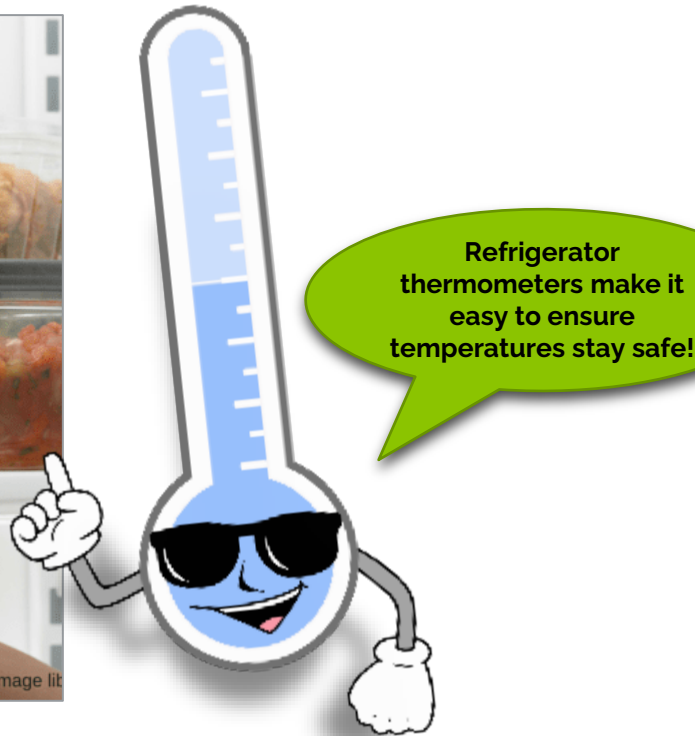
Store all perishable food products at proper temperature.

Why?

Prevents harmful germs from multiplying to a dangerous level.

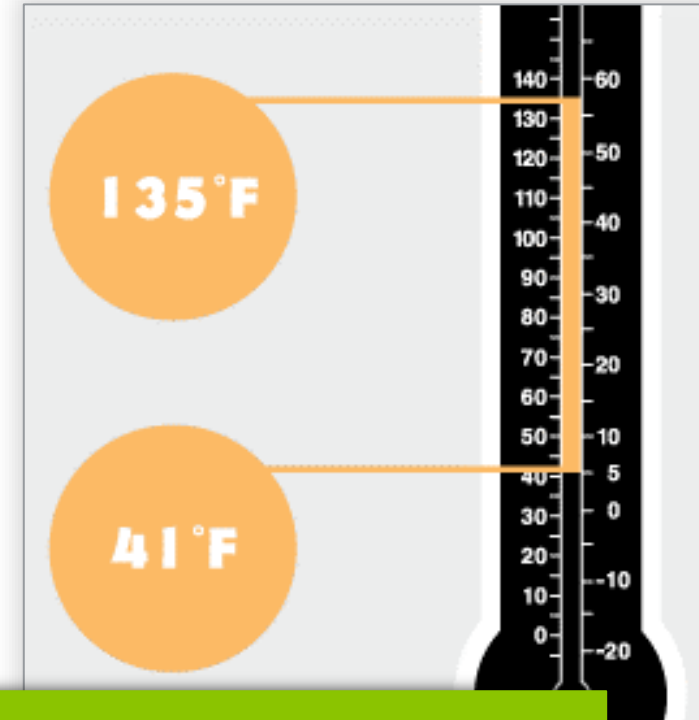


Image courtesy of USDA/FSIS image lib



The Temperature Danger Zone

- Food temperatures must be controlled.
 - From pick-up from the donor or food bank to handoff to our fellow Oklahomans.
 - Includes time spent in the warehouse, on the truck and at the agency.



Pathogens (harmful germs) can grow rapidly in this range and cause foodborne illness!

Proper Storage Temperatures

Type of Food	Temperature
Refrigerated food & cut produce	41°F or lower.
Frozen food	Frozen solid and/or 0°F or lower.
Hot food	140°F or higher.
Whole produce	Room temperature is okay but distribute as soon as possible.



Safe Storage Practices

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

Why?

Prevents raw products from dripping on or contaminating foods that will not be cooked further.



Food Storage Do's and Don'ts

DO

- Place heavy items on bottom of the box or container.
- Group cold and frozen items together.
- Place raw meats in separate containers.
- Alert the client of anything breakable in the container.



DON'T

- Distribute damaged items.
- Distribute any items that may have been cross-contaminated with raw meats or allergens.
- Distribute any items that have been stored at improper temperature.



Things to Remember

- Always clean and sanitize work surfaces before and after work is done, as well as after spills occur.
- Always store food at the proper temperatures.
- Avoid cross-contamination of allergens and raw meats when storing and packing food.
- Always ask neighbors in need if anyone in their family has food allergies.



FOOD SAFETY IS OUR PRIORITY! IF YOU DOUBT THE QUALITY OR SAFETY OF ANY PRODUCT THAT IS BEING DISTRIBUTED, DO NOT HESITATE TO ASK QUESTIONS.



Pest Management Best Practices



What is pest management?

- Preventive measures to prevent product contamination through pest mitigation.
- It is recommended that you use a professional company, and you should not use home pesticides, poisons, or bait stations.
- You should only use professional food approved traps 2-3 feet apart.
- Use the pest control log found [here](#) to log all pest management activities.

Pest Control Log

- * Do not use home pesticides, poisons, or bait stations within the shopping floor of the pantry.
- * Place Traps along walls approximately 2-3 feet apart.
- * To prevent rodents from entering the building, look for and seal entry points such as door gaps.
- * If not using a profession company, must keep copy of receipts for proof of pest control activities.

Date	Time	Pest Control Company	Methods Used	Comments	Initials

Why does pest control matter?

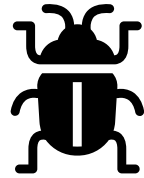
- Rodents, insects and birds can contaminate food products.
- These pests can cause damage to food packaging which causes spoilage or foodborne sickness.



Pests and Their Common Food Safety Issue

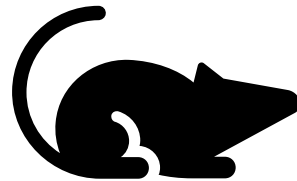
Cockroaches

- Known to carry parasitic worms and bacteria.



Rodents

- Damage to electrical equipment, food containers, machinery, and packaging.
- Their droppings and urine can transmit hazardous parasites or spread diseases.
 - Mice and rats are known to spread more than 35 diseases.

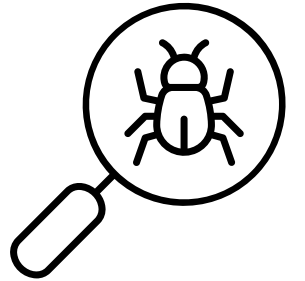


Flies

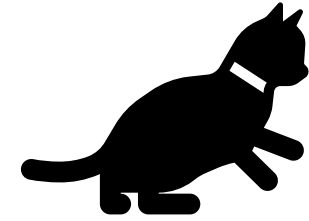
- Known to carry pathogens.

Birds

- Can clog gutters and prevent drainage.
- Their droppings transmit pathogens like viruses, bacteria, fungi and protozoa.
 - Common ones include *E. Coli*, *Salmonella*, and *Campylobacter*.



BONUS Pest



DOGS, CATS or other animals

- Yes, they are cute, but they can carry bacteria and viruses.
- Can cause allergic reaction of neighbors through pet dander or hair.



- Animals are not allowed per the Oklahoma Food Code Part 310:257-11-54 found [here](#).
- Therefore, animals and pets should not be in or around food facilities. Even if they are helping to mitigate other pests.

Service Animals

- Service animals may be allowed if they are on leashes and not allowed to roam free, be left unsupervised, or have access to any food items.
- Service animals should not be in dining areas or food preparation areas as they can cause product contamination.
- You do reserve the right to accommodate these individuals as long as a health or safety hazard will not result from the presence or activities of the service animal per Oklahoma Food Code Part 310:257-11-54 found [here](#).





Food Packaging & Condition



Food Dating

There are several types of food dating. The following slides contain the definition and an example of each.



TIP: When it comes to canned foods, the dating system is used more for quality than safety. Most canned foods are safe for up to five years past the expiration date. However, the food inside may not have the best flavor. **DO NOT DISTRIBUTE** IF the can shows signs of damage, which will be discussed later in the presentation.

Food Dating Examples

Packing or manufacturing date:

Used by manufacturers to track products and may be used in case of any recalls that are issued. This is **not** an expiration date.



Sell-by date: Tracks product quality. It tells stores how long to display the product. Products are still safe to eat past this date.



Food Dating Examples

Best-by or best if used by date:

Also tracks product quality. It tells consumers what date to consume the product by for best flavor/quality. Products still safe to eat after this date.



Use-by or expiration date:

The last day for recommended consumption of the product. Food is generally still safe to eat after this date, (with the exception of infant formula).



Food Condition

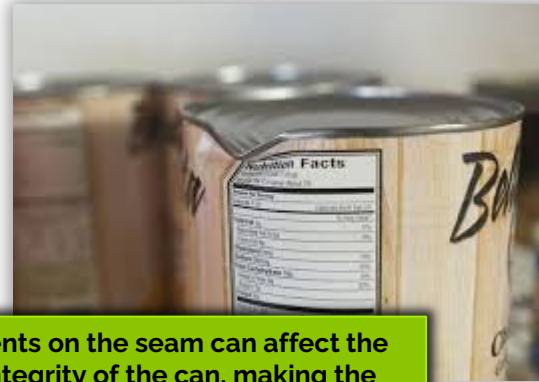
The condition of fresh food and other food products should always be checked before the food is distributed. There are some food defects that are acceptable, depending on several factors



Canned Food Defects

Unacceptable Defects

- Severe dents on the seam.
- Deep dents or dents that come to a sharp point.
- Holes or visible sign of leakage.
- Crushed cans that are not stackable.
- Swollen or bulging ends.
- Missing or unreadable labels.
- Rust that cannot be wiped off.



Dents on the seam can affect the integrity of the can, making the food inside unsafe.



Sharp dents like this one could have tiny holes that let oxygen in and allow bacteria to grow.



This dent on the vertical seam means bacteria could enter the can and multiply - not safe!



Cans that bulge or "pop" when pressed should be discarded. This is a sign of dangerous *botulinum* bacteria.

Canned Food Defects

Acceptable Defects

- Smooth dents without sharp edges/creases (even large ones).
- Dents on bottoms of cans that don't have a seam.
- Small dents/notches on seams.
- Rust that can be wiped away.
- Products past use by/sell by/best by dates.



This small notch does not affect the integrity of the seam. It is safe!



Although large, this dent has no sharp edges. It is safe!



The bottom of this can does not have a seam. The dent is therefore minor and is safe.

Unacceptable Jarred Food Defects

- Lid is swollen, rusted, dented or loose.
- Missing or unreadable label.
- Jar or lid has signs of leakage or is chipped/cracked.
- Missing seal.
- Food contains mold or foreign objects in the jar.
- Food is discolored or has an unusual appearance, separation or smell.
- Any homemade products.



NO!



Unacceptable Dry Food Defects

- Unlabeled, not labeled correctly or label is unreadable.
- Food is double-packaged and inner package is damage, wet or stained.
- Signs of pests such as gnaw marks, droppings, insects (dead or alive) or tiny holes in packaging.
- Food with packaging that is open, ripped/torn, punctured/cut or splitting at seams.



Unacceptable Produce Defects

- Mold.
- Decay or rot.
- Bad odors.
- Severe bruises.
- Skin not intact (provides a way for pathogens to get inside).



Things to Remember

- Inspect food storage areas regularly. If you see pest activity, mold or anything else unusual, alert your supervisor immediately.
- Distribute the food items that are the oldest or that arrived at the pantry/food resource center first. This is called “First In, First Out” or FIFO.
- If you ever have questions about the condition or dating of a food item, do not hesitate to ask your supervisor.



WHEN IN DOUBT, THROW IT OUT!

Conclusion

Keep our neighbors safe by:

- Practicing good personal hygiene.
- Cleaning & sanitizing work areas properly and frequently.
- Storing food safely.
- Knowing the signs of food packaging hazards.
- Protecting food from cross-contamination.



THANK YOU FOR ALL THAT YOU DO!

We would not be able to serve as many families and communities as we do without the help of our amazing staff and wonderful volunteers. So...



We appreciate everything that you do!