



## Operational Procedures for Preparing Food for Recovery

1. All food to be provided by Provider shall be properly maintained to maintain the integrity of the food for use at a later time. At no time, will We Don't Waste accept hot food.
2. Each food product shall be segregated from any other food for donation and shall be placed in a disposable aluminum pan, properly wrapped and labeled with the identity of the food contained. Lexi food containers, or Zip lock bags may be used as well based on product.
3. Each Provider shall be responsible for supplying We Don't Waste with the donated value of each product type, as We Don't Waste consistent with the IRS cannot determine the value of donated product.
4. Providers are requested to supply a minimum of 250 servings of food. This amount may be calculated in the aggregate by each provider.
5. In determining whether to donate food, take into consideration whether you would be comfortable eating the food donated.
6. Protein, fresh fruit & vegetables are in high demand.
7. Food donated, which has been previously prepared for consumption and properly maintained will be re-heated by agencies to which the food is delivered to a minimum temperature of 160° F.
8. Providers, if so desired, may freeze product.
9. Product, which has been out for more than four hours without refrigeration generally will be considered to not have been properly maintained for food safety purposes. Chefs and cooks should rely on generally accepted food safety guidelines.

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