



# 5

## The Flow of Food: Purchasing, Receiving, and Storage



# The Flow of Food: Purchasing, Receiving, and Storage

## Objectives:

By the end of this chapter, you should be able to identify the following:

- What is an approved, reputable supplier
- Criteria for accepting or rejecting food during receiving
- How to label and date food
- How to store food and nonfood items to prevent time-temperature abuse and contamination



# General Purchasing Principles

## Purchase food from approved, reputable suppliers:

- They have been inspected.
- They meet all applicable local, state, and federal laws.

## Arrange deliveries so they arrive:

- When staff has enough time to do inspections.
- When they can be correctly received.

# Receiving and Inspecting

## General principles

- Make specific staff responsible for receiving:
  - Train them to follow food safety guidelines.
  - Provide them with the correct tools.
- Have enough trained staff available to receive food promptly:
  - Inspect deliveries immediately upon receipt.
  - Inspect delivery trucks for signs of contamination.
  - Visually check food items and check temperatures.
- Store items promptly after receiving.





# Receiving and Inspecting

## Key drop deliveries:

- Supplier is given after-hours access to the operation to make deliveries.
- Staff must inspect the deliveries upon arrival at the operation.
- Deliveries must meet the following criteria:
  - From an approved source
  - Placed in the correct storage location to maintain the required temperature
  - Protected from contamination in storage
  - **NOT** contaminated
  - Presented honestly



# Receiving and Inspecting

## Rejecting items:

- Separate rejected items from accepted items.
- Tell the delivery person what is wrong with the item.
- Get a signed adjustment or credit slip before giving the rejected item to the delivery person.
- Log the incident on the invoice or receiving document.



# Receiving and Inspecting

## Recalls:

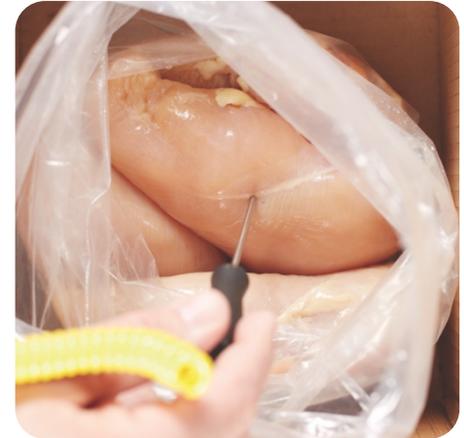
- Identify the recalled food items.
- Remove the item from inventory.
- Store the item separately.
- Label the item to prevent it from being placed back in inventory.
- Inform staff not to use the product.
- Refer to the vendor's notification or recall notice for what to do with the item.



# Receiving and Inspecting

## Checking the temperature of meat, poultry, and fish:

- Insert the thermometer stem or probe into the thickest part of the food (usually the center).





# Receiving and Inspecting

## Checking the temperature of ROP Food (MAP, vacuum-packed, and *sous vide* food):

- Insert the thermometer stem or probe between two packages.
- As an alternative, fold packaging around the thermometer stem or probe.





# Receiving and Inspecting

## Checking the temperature of other packaged food:

- Open the package and insert the thermometer stem or probe into the food.



# Receiving and Inspecting

## Temperature criteria for deliveries:

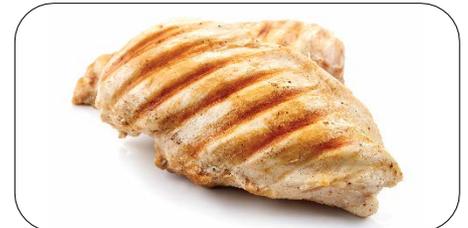
- **Cold TCS food:** Receive at 41°F (5°C) or lower, unless otherwise specified.
- **Live shellfish (oysters, mussels, clams, and scallops):** Receive at an air temperature of 45°F (7°C) and an internal temperature no greater than 50°F (10°C).
  - Once received, the shellfish must be cooled to 41°F (5°C) or lower in four hours.
- **Shucked shellfish:** Receive at 45°F (7°C) or lower.
  - Cool the shellfish to 41°F (5°F) or lower in four hours.



# Receiving and Inspecting

## Temperature criteria for deliveries:

- **Milk:** Receive at 45°F (7°C) or lower.
  - Cool the milk to 41°F (5°C) or lower in four hours.
- **Shell eggs:** Receive at an air temperature of 45°F (7°C) or lower.
- **Hot TCS food:** Receive at 135°F (57°C) or higher.



# Receiving and Inspecting

## Temperature criteria for deliveries:

- **Frozen food:** Receive frozen solid.
- Reject frozen food if there is evidence of thawing and refreezing:
  - Fluids or water stains in case bottoms or on packaging
  - Ice crystals or frozen liquids on the food or packaging





# Receiving and Inspecting

## Reject packaged items with:

- Tears, holes, or punctures in packaging
- Cans—Severe dents in the seam or body, missing labels, swollen or bulging ends, holes, leaks, rust
- ROP food—Bloating or leaking
- Broken cartons or seals





# Receiving and Inspecting

## Reject packaged items with:

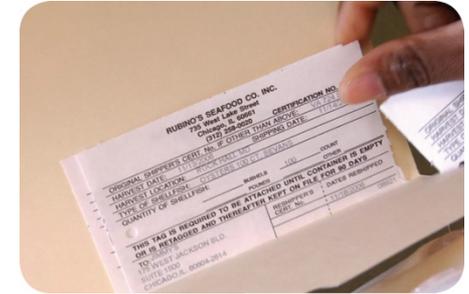
- Dirty and discolored packaging
- Leaks, dampness, or water stains
- Signs of pests or pest damage
- Signs of tampering
- Missing or incorrect labels
- Expired use-by/expiration dates



# Receiving and Inspecting

## Required documents:

- Shellfish must be received with shellstock identification tags:
  - Tags indicate when and where the shellfish were harvested.
- Store shellfish in their original container:
  - Do **NOT** remove the shellstock tag until the last shellfish is used.
  - Write the date the last shellfish was used on the shellstock tag.
  - Keep the shellstock tag on file for 90 days after the last shellfish was used.



# Receiving and Inspecting

## Required documents:

- Fish that will be eaten raw or partially cooked:
  - Documentation must show the fish was correctly frozen before being received.
  - Keep documents for 90 days from the sale of the fish.
- Farm raised fish:
  - Must have documentation stating the fish was raised to FDA standards.
  - Keep documents for 90 days from the sale of the fish.



# Receiving and Inspecting

## Assessing food quality:

- **Appearance:** Reject food that is moldy or has an abnormal color.
- **Texture:** Reject meat, fish, or poultry if:
  - It is slimy, sticky, or dry.
  - It has soft flesh that leaves an imprint when touched.
- **Odor:** Reject food with an abnormal or unpleasant odor.





# Storage

## Labeling food for use on-site:

- All items not in their original containers must be labeled.
- Food labels should include the common name of the food or a statement that clearly and accurately identifies it.
- It is not necessary to label food if it clearly will not be mistaken for another item.





# Storage

## Labeling food packaged on-site for retail sale:

- Common name of the food or a statement clearly identifying it
- Quantity of the food
- If the item contains two or more ingredients, list of the ingredients and subingredients in descending order by weight
- List of artificial colors and flavors and chemical preservatives
- Name and place of business of the manufacturer, packer, or distributor
- Source of each major food allergen contained in the food



# Storage

## Date marking:

- Ready-to-eat TCS food must be marked if held for longer than 24 hours:
  - Date mark must indicate when the food must be sold, eaten, or thrown out.
- Ready-to-eat TCS food can be stored for only seven days if it is held at 41°F (5°C) or lower:
  - Day 1 is the day the food was prepared or a commercial container was opened.
  - For example, potato salad prepared and stored on October 1 would have a discard date of October 7 on the label.



# Storage

## Date marking:

- Operations use different systems for date marking:
  - Some write the day or date the food was prepared on the label.
  - Others write the use-by day or date on the label.



# Storage

## Date marking:

### If:

- A commercially processed food has a use-by date that is less than seven days from the date the container was opened.

### Then:

- The container should be marked with this use-by date as long as the date is based on food safety.

# Storage

## Date marking:

- When combining food with different use-by dates in a dish, base the discard date of the dish on the earliest use-by date of ingredients.
- Consider a shrimp and sausage jambalaya prepared on December 4:
  - The shrimp has a use-by date of December 8.
  - The sausage has a use-by date of December 10.
  - The use-by date of the jambalaya is December 8.

December						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4 Jambalaya Prep Date	5	6	7	8 Shrimp Use-By Jambalaya Use-By	9	10 Sausage Use-By
11	12	13	14	15	16	17

# Storage

## Temperatures:

- Store TCS food at an internal temperature of 41°F (5°C) or lower or 135°F (57°C) or higher.
- Store frozen food at temperatures that keep it frozen.
- Make sure storage units have at least one air temperature measuring device:
  - It must be accurate to +/- 3°F or +/- 1.5°C.
  - Put it in the warmest part of refrigerated units or the coldest part of hot-holding units





# Storage

## Temperatures:

- Do **NOT** overload coolers or freezers.
- Frequent opening of the cooler lets warm air inside, which can affect food safety.
- Use open shelving:
  - Lining shelving restricts circulation.
- Monitor food temperatures regularly:
  - Randomly sample food temperatures.
  - If the food is not at the correct temperature, throw it out.





# Storage

## Rotate food to use the oldest inventory first:

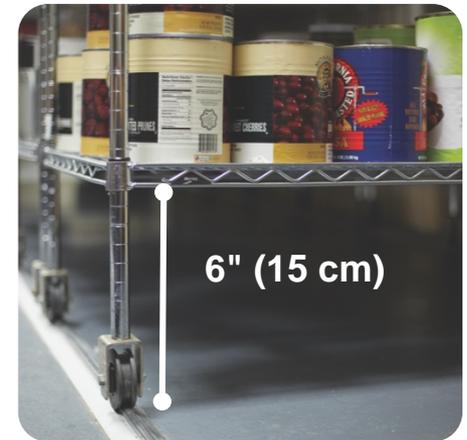
- One way to rotate products is to follow FIFO:
  1. Identify the food item's use-by or expiration date.
  2. Store items with the earliest use-by or expiration dates in front of items with later dates.
  3. Once shelved, use those items stored in front first.
  4. Throw out food that has passed its manufacturer's use-by or expiration date.



# Storage

## Preventing cross-contamination:

- Store all items in designated storage areas.
  - Store items away from walls and at least six inches (15 centimeters) off the floor.
  - Store single-use items (e.g., sleeve of single-use cups, single-use gloves) in original packaging.



# Storage

## Preventing cross-contamination:

- Store food in containers intended for food.
- Use containers that are durable, leakproof, and able to be sealed or covered.
- **NEVER** use empty food containers to store chemicals; **NEVER** put food in empty chemical containers.





# Storage

## Preventing cross-contamination:

- Keep all storage areas clean and dry.
- Clean up spills and leaks promptly.
- Clean dollies, carts, transporters, and trays often.
- Store food in containers that have been cleaned and sanitized.
- Store dirty linens in clean, nonabsorbent containers or washable laundry bags.



# Storage

## Preventing cross-contamination:

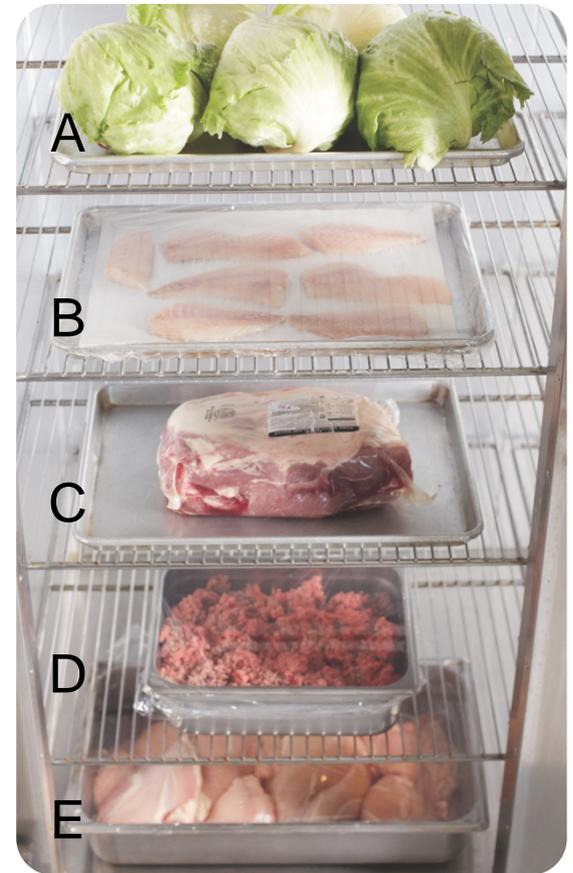
- Wrap or cover food.
- Store raw meat, poultry, and seafood separately from ready-to-eat food.
  - If this is not possible, store ready-to-eat food above raw meat, poultry, and seafood.
  - This will prevent juices from raw food from dripping onto ready-to-eat food.



# Storage

## Preventing cross-contamination:

- Store food items in the following top-to-bottom order:
  - A. Ready-to-eat food
  - B. Seafood
  - C. Whole cuts of beef and pork
  - D. Ground meat and ground fish
  - E. Whole and ground poultry
- This storage order is based on the minimum internal cooking temperature of each food.



# Storage

Food should be stored in a clean, dry location away from dust and other contaminants:

- To prevent contamination, **NEVER** store food in these areas:
  - Locker rooms or dressing rooms
  - Restrooms or garbage rooms
  - Mechanical rooms
  - Under unshielded sewer lines or leaking water lines
  - Under stairwells



# Storage

## Handling damaged, spoiled, or incorrectly stored food:

- Discard food that has become unsafe:
  - Expired, damaged, spoiled, or incorrectly stored food.
  - Food missing a date mark.
  - Ready-to-eat TCS food that has exceeded its date mark.
  - Food that has exceeded time/temperature requirements.
- If food will be returned to the vendor:
  - Store the food away from other food and equipment.
  - Label the food so it will not be used.

