

## Pantry Food Safety Resource Guide

This resource was a live document when you downloaded it which means it may be updated with new resources periodically. Check back to download a new version in the future for additional resources and guidance.

### How to Start

1. **Pantry Food Safety Video Introduction:** Start with visiting the [Pantry Food Safety page on the Center for Healthy Communities website](#). This provides a brief overview of how to start a Pantry Food Safety plan and how it can benefit your campus.
2. **Resource Guide:** It will show you what resources are available and how to use them.
3. **Standard Pantry Equipment Recommendations:** The standard pantry equipment recommendations helps guide pantry staff or managers who are in need of purchasing or upgrading the physical space and tools within their pantry. The resource covers general, dry storage shelving, dry storage bins, and cutting board recommendations in order to have equipment or tools that can be easily cleaned and sanitized.

### Resources for Implementing a Pantry Food Safety Plan

1. **Pantry Food Safety Basics Training:** Start with the Pantry Food Safety Basics Training. This training will help you educate your pantry staff, interns, and or volunteers on how to keep your pantry safe, clean, and function in a way to reduce food waste. Consider giving this training whenever you have new staff, intern, or volunteer orientation. Pair this resource with the Food Safety Quiz.
2. **Food Safety Quiz and Answers:** The Food Safety Quiz and Answer resource provides a way to test your team's knowledge and help address areas your team may need to work on. The resource provides a quiz on the first page and the answer key on the second page. Pair this resource with your Pantry Food Safety Training Presentation.

- 3. Daily Food Pantry Audit Checklist:** This checklist will help your pantry team review important food safety requirements daily to help keep food safe. Following the checklist will help keep students from potentially getting sick from foodborne illness and food hazards.
- 4. Tracking Staff Review of Pantry Food Safety Materials:** This resource can be used by a pantry supervisor or manager to track which new staff or interns have gone through the proper training and reviewed the resources provided in the CSU Basic Needs Training & Resource Center module, Pantry Food Safety. It can also be used for annual refresher training to make sure all staff are aware of safety requirements and procedures.

### Resources to Print and Support Implementation

- 1. Student Temperature Chart:** The Student Temperature Chart is a resource that is important for your team to be aware of. This handout can be given to students at the pantry or other food resource events to help promote safe food handling, preparation, and storage. The resource includes information on internal cooking temperature, reheating, cold storage, danger zone, and refrigerator storage.
- 2. Germs Aren't Cute Poster:** The Germs Aren't Cute Poster is 18 x 24" and is ideal for posting in your campus pantry team member area as a reminder of the four steps to food safety.
- 3. Four Requirements Food Safety Flyer:** This resource is great to pair with new team member training and to keep on hand or posted on a safety bulletin board in your pantry. The handout covers the four key steps to food safety including clean, separate, cook and chill. Pair this with the Germs Aren't Cute Poster to help team members remember the importance of these four steps.
- 4. Hand Washing Resources:** The hand washing resources include three posters you can print to keep in your pantry to remind staff about hand washing. The first poster explains when staff need to wash their hands. Next, the how to wash your hands poster lays out the proper hand washing method. The third poster can be used to remind staff they all must wash hands. This poster could be used in bathrooms or by hand sinks.
- 5. Cleaning & Sanitation Requirements:** This resource is perfect for use in training or as a poster in your pantry to remind pantry staff about the importance and proper methods for cleaning and sanitizing.



- 6. Hand Washing & Personal Hygiene Requirements:** This resource is great for training new staff or as a reminder for current staff about the requirements of adhering to the hand washing resources, personal hygiene, illness, and injury practices to keep the pantry safe for students.
- 7. Storage Requirements:** The storage requirements resources covers checking food before storing it, general dry and cold storage practices including refrigerator storage chart, and inventory checklist and temperature logs. All of these topics helps ensure the food you receive and store in your pantry is nutritious and safe.
- 8. Safe Produce Washing Guidelines:** This resource serves dual purposes as it can be given out to students who use the pantry and used as a training and reminder poster for interns and staff. The guidelines outline the simple steps to washing and storing produce to prevent the possibility of contamination and the risk of foodborne illness.

