Receiving Food Products

RESPONSIBILITIES OF THE PERSON IN CHARGE

Approved sources
Check invoices, labels or tags to confirm food is from approved sources.
Approved sources may include local, regional or international growers; food manufacturing plants; or food suppliers or distributors. Maintain documentation for food products received.
If food products are not from an approved source, do not accept the food, or discard the products.
See the Approved Sources for Food Products fact sheet for more detail.

Required temperatures
Check temperatures of time/temperature control for safety food (TCS) when it is received. Ensure that TCS food products are received at required temperatures.
Cold TCS food must be received at 41°F or below, except:
- Fluid milk and shell eggs must be received at 45°F or below and cooled to 41°F or below.
- Molluscan shellfish must be received at 45°F or below and cooled to 41°F or below.
Hot TCS food must be received at 135°F or above.
Frozen TCS food must be received frozen solid.
Schedule deliveries of TCS food to ensure food employees monitor and verify temperatures of cold and hot TCS food.
If TCS food temperatures do not meet requirements or if TCS food shows evidence of previous temperature abuse, do not accept the TCS food, or discard the products.

Good condition
During transport and delivery, there is a potential for contamination and damage to packaging, including boxes, cartons or containers and cans. When packages are not in good condition, the risk from biological, chemical or physical hazards may increase.
If packages are not in good condition, do not accept the food, or discard the products.

Contamination
Check packages of food products for contamination. Ensure that raw animal products, such as meat, poultry, or fish are not stacked on top of ready-to-eat food. Look for evidence of chemical residue or physical contaminants.

Boxes, cartons or containers
Check packages when food products are received. Ensure that boxes, cartons or containers are intact and not leaking. Look for rodent or bird droppings, living or dead insects, and other evidence of pests.
RECEIVING FOOD PRODUCTS

Cans
Check canned products when they are received to ensure they are not:

- Severely dented on the side seam or top or bottom rim.
- Swollen or bulging.
- Rusted with pitted surfaces.

Resources

Minnesota Department of Health Food Business Safety
(www.health.state.mn.us/foodbizsafety)

Approved Sources for Food Products
(www.health.state.mn.us/communities/environment/food/docs/fs/apprdsrcefs.pdf)

Minnesota Department of Health Food, Pools, and Lodging Services
PO Box 64975
St. Paul, MN 55164-0975
651-201-4500
health.foodlodging@state.mn.us
www.health.state.mn.us

Minnesota Department of Agriculture
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To obtain this information in a different format, call: 651-201-4500 or 651-201-6000. Printed on recycled paper.