

10 Food Storage Guidelines

- 1. Keep food in a clean, dry place. Keep canned and dry goods at 50°F-70°F.**
- 2. Stack all foods at least six (6) inches from floor and away from the wall. Avoid stacking food up to the ceiling.**
- 3. Keep food storage areas clean. Sweep and wash floors regularly.**
- 4. Move your food quickly. Remember “First In, First Out” (FIFO).**
 - Try to store refrigerated food no more than 1 month; frozen food no more than 2 months.
 - Make sure all baby food and infant formula are not past expiration dates.
- 5. Keep refrigerators and freezers clean and in good working condition.**
- 6. Keep refrigerators at 40°F or below. Keep freezers at 0° F or below.**
 - Put thermometers inside all refrigerators, freezers, and walk-ins.
 - Check and record temperatures regularly.
- 7. Store all non-food items (laundry detergent, bleach, shampoo) away from food.**
- 8. Make sure cans and jars are clean before distributing or opening.**
- 9. “When in doubt, throw it out!”**
 - Throw away anything that is infested, is discolored, smells bad, bulges, leaks, is rusty, has mold, or just doesn’t seem right to you.
 - Do not use home- canned foods.
- 10. Be sure that at least one staff person has attended a food safety class in the last 5 years.**