

## Healthy Pantry Initiative Operational Policy

**Because:**

(Name of Partner) is dedicated to reducing hunger throughout (name of county/state) by providing resources to low- and moderate-income individuals through food pantry distributions.

**Because:**

(Name of Partner) is concerned about addressing the operational implications of services when providing resources during food pantry distributions. The purpose of the food pantry distribution is to provide large quantities of mostly perishable food to low and moderate-income individuals. Items included with a food pantry distribution are meant to be supplemental and may not constitute complete meals. All food pantry distribution will be held in a location that is safe, accessible, provides ample space for foot traffic, parking, and distribution of large quantities of food.

**Because:**

(Name of Partner) agrees to the following:

1. Attain the ServSafe Food Handler Certification to ensure proper food safety before, during and after food pantry distribution/s.
2. Provide products in quantities that allow attendees to get an equitable share.
3. Review all items for standard quality for distribution. (Please review pg. 2-3 of document)
4. Remove trash of distribution items.
5. Abide by the Respect & Dignity Policy.
6. Arrange distribution items by MyPlate. (Please review pg. 4 of document)

**Therefore:**

Effective \_\_\_\_\_, 20\_\_ it is the policy of (Name of partner) that all members and guests receive equal and fair treatment by following the guided practices and procedures within the outlined HPI Operational Policy.

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Title

Name of Partner

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Signature

Date

**Sell by date** – refers to the day that stores must sell a specific food item. This is not an expiration date therefore food can still be eaten after a sell by date.

**Best by date** – this refers to the date that will give the best peak quality of a food. This includes the best flavor, taste and smell of the food. This is not an expiration date therefore food can still be eaten after a best by date.

**Use by date** – this refers to the last date recommended for the use of the product while at peak quality. The date has been determined by the manufacturer of the product. This is not an expiration date therefore food can still be eaten after a use by date.

**Cans and Codes** – this is used as a recall or tracking mechanism. This is not an expiration date but a way for retailers and manufacturers to know the how, when, where and whys about the food product.



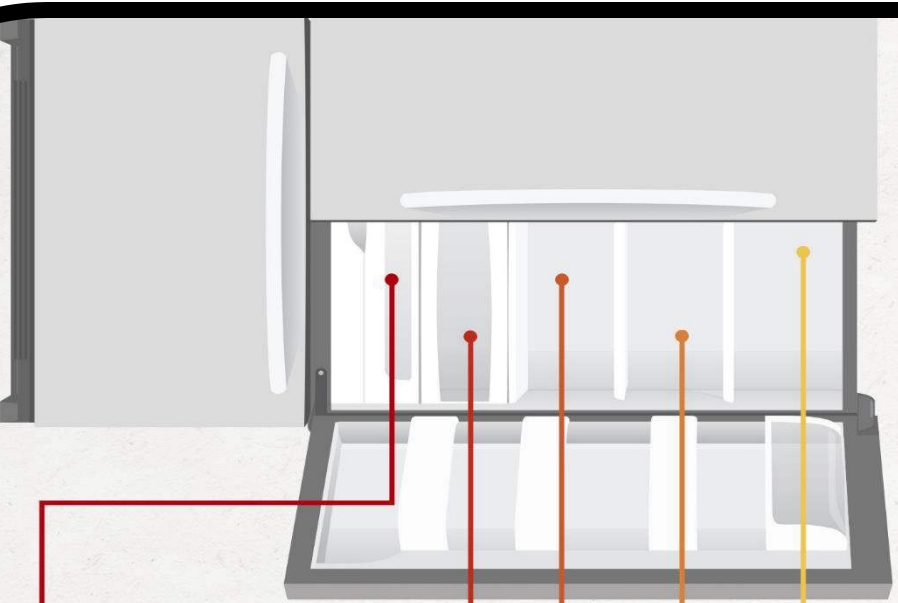
## General Food Refrigeration or Freezing Information

Product	Refrigerator (4 °C)	Freezer (-18 °C)
Fresh Eggs	3 to 5 weeks	Do not Freeze
Fresh Milk * if unopened * after opening	Use by date 2 to 3 days	Do not Freeze
Bacon	7 days	1 month
Raw Sausage	1 to 2 days	1 to 2 months
Fresh Beef, Veal, Lamb, Pork	3 to 5 days	6 to 12 months
Fresh Poultry	1 to 2 days	6 to 12 months
Shrimp, scallops, crayfish, squid, shucked clams, mussels and oysters	1 to 2 days	3 to 6 months
Live clams, mussels, crab, lobsters and oysters	2 to 3 days	2 to 3 months
Cooked shellfish	3 to 4 days	3 months
Lean fish (cod, sole, etc)	1 to 2 days	6 months
Fatty fish (mackerel, salmon, etc)	1 to 2 days	2 to 3 months
Cooked fish	3 to 4 days	4 to 6 months
Frozen dinners & entrees	-	3 to 4 months Keep frozen until ready to heat
Egg, chicken, ham, tuna, & macaroni salads	3 to 5 days	Does not freeze well
Soups and Stews	3 to 4 days	2 to 3 months
Chicken nuggets, patties	1 to 2 days	1 to 3 months
Pizza	3 to 4 days	1 to 2 months



**When In Doubt Throw It Out**

# THRILLIST



- SALMON 1-2 DAYS
- GUACAMOLE 1-2 DAYS
- PIZZA 3-5 DAYS
- GATORADE 3-5 DAYS
- HUMMUS 4-6 DAYS
- FRESH DELI MEAT 5-6 DAYS
- MILK 5-7 DAYS
- SPAGHETTI SAUCE 5-10 DAYS
- PESTO 5-14 DAYS
- SOUR CREAM 7-10 DAYS
- MUSHROOMS 7-10 DAYS

- BACON 1 WEEK
- SALSA 1-2 WEEKS
- BOLOGNA 1-2 WEEKS
- CREAM CHEESE 1-2 WEEKS
- BUTTER 2-3 WEEKS
- COFFEMATE 2-3 WEEKS
- EGGS 3-4 WEEKS
- SHREDDED CHEESE 3-4 WEEKS

- MAYONNAISE 1 MONTH
- MARGARINE 1-2 MONTHS
- NUTELLA 1-2 MONTHS
- OLIVES 2-4 MONTHS
- HOT FUDGE 6-8 MONTHS
- MARASCHINO 6 MONTHS - 1 YEAR
- JAM 6 MONTHS - 1 YEAR
- BEER 6 MONTHS - 2 YEARS

- AMERICAN & DIJON MUSTARD 1 YEAR
- KETCHUP 1 YEAR
- HONEY MUSTARD 1-2 YEARS
- FISH SAUCE 1-2 YEARS
- SOY SAUCE 2-3 YEARS
- WORCHESTERSHIRE 2-3 YEARS

- HONEY FOREVER
- MAPLE SYRUP INDEFINITE

## HOW LONG EVERYTHING

## STAYS GOOD IN YOUR FRIDGE

## AFTER THE EXPIRATION DATE

- DAYS
- WEEKS
- MONTHS
- YEARS
- LIFETIMES

# Start *simple* with **MyPlate**

Healthy eating is important at every life stage,  
with benefits that add up over time, bite by bite. Small changes matter.

