

Recommended General Food Distribution Guidelines

Wisconsin Food Code Fact Sheet #28

An aide to food establishment operators, distributors and purveyors for protecting food during transportation and delivery.

EQUIPMENT

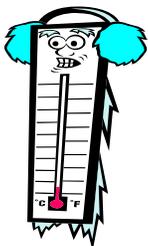
Trucks & Trailer Vehicles

- ✓ Inspect and clean interior surfaces weekly/as necessary.
- ✓ Equip for intended use. Provide tight-fitting doors of enclosed vehicles.
- ✓ Maintain in good repair.
- ✓ Ensure operable equipment.



TEMPERATURE CONTROLS

- ✓ Locate readable and accurate thermometer in the warmest area of the vehicle interior.
- ✓ Pre-cool the vehicle to the desired food holding temperature.
- ✓ Check temperature at time of loading.
- ✓ Load food only after desired temperature is reached.



- ✓ Establish and follow company policy for dealing with temperature problems at any time during the delivery day.
- ✓ Check and record time and temperatures at frequent intervals after loading, before shipping, during delivery, on standby and during off business hours.
- ✓ Provide additional air circulation if necessary.

LOADING

- ✓ Store loaded raw animal products **below** ready-to-eat or unwrapped/unprotected food products.
- ✓ Properly handle raw animal products to avoid cross contamination.
- ✓ Separate and protect food items from any hazardous materials handled on the same load.
- ✓ Care should be taken to maintain proper temperatures during loading.



CUSTOMER RECEIVING

- ✓ Schedule delivery times when customer's personnel are present or food products can be effectively temperature protected and secured.
- ✓ Validate food product temperatures using effective and accurate instrumentation for the food product. (Performed by both driver and customer.)
- ✓ When delivery occurs and customer staff is unavailable to receive product, driver should record product



temperature and time and ensure that the product is placed in appropriate and secured storage.

BIO-SECURITY

- ✓ Lock trucks and trailers when not under the driver's direct control and always during off business hours.



PRODUCT RETURNS

- ✓ Segregate all returned/declined products from other food products.

It is recommended that each food distributor use these general guidelines to develop more specific procedures, protocols or policies. Meat distributors need to follow DATCP rules for the transportation of animal food products.

See other DATCP Food Code Fact Sheets for additional or more specific information.

Read more about it! <http://www.datcp.state.wi.us/fs/business/food/publications/index.html> #fact 28 sheets

Contributor: WI Food Safety Task Force

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