

Conference for Food Protection – Committee FINAL Report

Template approved: 08/14/2013

Committee Final Reports are considered DRAFT until deliberated and acknowledged by the assigned Council at the Biennial Meeting

COMMITTEE NAME: Food Recovery Committee (FRC)

COUNCIL or EXECUTIVE BOARD ASSIGNMENT: Council I

DATE OF REPORT: January 29, 2016

SUBMITTED BY: Susie McKinley and John Marcy

COMMITTEE CHARGE(s):

It was recommended at the 2014 Conference for Food Protection Biennial Meeting that the retired Food Recovery Committee be recreated and assigned with the following charge:

Issue: 2014 I-035 Charge:

Review and revise the *Comprehensive Guidelines for Food Recovery Programs* document (currently posted on the CFP web site) and report back its recommendations to the 2016 CFP Biennial Meeting

COMMITTEE ACTIVITIES AND RECOMMENDATIONS:

1. Progress on Overall Committee Activities:

- a. Potential Food Recovery Committee (FRC) members were recruited and efforts were made to ensure the committee membership met CFP Constitution and Bylaws committee ratio requirements. Committee membership roster was drafted and forwarded to Council I Chair for approval by the Executive Board. The proposed membership roster was amended and approved by the Executive Board during their August 2014 board meeting.
- b. The FRC met on a recurring monthly schedule with one meeting every month effective August 2014 with two meetings in November 2015.
- c. Work began on the Document with the Committee analyzing the document. We asked for comments and additional issues that needed to be incorporated.
- d. The group met with several outside groups who discussed various types of food recovery missions.
- e. To break up the charge, the Committee divided into several subcommittees: Date Coding, Wild Game, Food Safety, Small Scale Food Recovery, Food Defense, and Document Outline.
- f. Upon completion of the above areas, the compiled revisions and additions to the current *Food Recovery Comprehensive Guidelines* were proposed to the entire Food Recovery Committee for a final vote. The revised *Food Recovery Comprehensive Guidelines* document was accepted and approved by the FRC and will be submitted as an Issue at the 2016 CFP Biennial Meeting.
- g. Attachment A to this Report includes a summary outline of revisions to the document.

2. Recommendations for consideration by Council:

- a. Acknowledge the Food Recovery Committee Final Report and accept the Committee generated guidance document.

- b. Thank the committee members for their work and efforts on the committee; and
- c. Disband the committee.

CFP ISSUES TO BE SUBMITTED BY COMMITTEE:

1. Report – Food Recovery Committee

- a. Acknowledgement of 2014 – 2016 Food Recovery Committee Final Report.
- b. Thanking the Committee members for their work and efforts on the committee; and
- c. Disbanding the committee

2. FRC 2 – Comprehensive Resource for Recovery Programs

- a. Accept the revised Food Recovery Comprehensive Guidelines (and supporting appendices) and post on the CFP website in PDF format.

Lists of Attachments –

Content Documents

- 1. Report – Food Recovery Committee
- 2. Comprehensive Resource for Food Recovery Program

COMMITTEE MEMBER ROSTER (attached):

Attachment A - Summary Outline of Revisions to the Document

The Comprehensive Guidelines for Food Recovery Programs was very close to being completely rewritten. The document was renamed as the Comprehensive Resource for Food Recovery.

The Committee wanted the Document to be written in clear language, easier to use, less technical so it was written in a voice for users that are not completely familiar with the Food Code. Portions that while accurate, but written for users at a higher level of food safety knowledge, were rewritten for clarity or deleted. Wherever possible, links to web pages were included. As requested by Committee members, whenever possible, charts were provided to assist users.

The following areas were deleted in total:

“About These Guidelines”

The following areas had much deleted:

The “Time/Temperature Control for Safety Food” section had all references deleted to potentially hazardous food, the water activity, pH, and the decision tree for TCS food.

The “Planning for Food Defense” section was edited and users were referred to the FDA’s web page for resources.

“Appendix B”

The following areas were updated:

“Definitions” were updated to include new and current/updated definitions of industry terms.

The “Introduction to Food Recovery” section was revised to include current statistics and messaging.

The “Food Recovery Activities” section was updated with current statistics and initiatives. In addition, the references to specific programs were deleted and users are referred to the USDA’s curated list of organizations that conduct food recovery activities.

The “Legal Issues” section was updated and the University of Arkansas’ “A Legal Guide to Food Recovery,” was included for users.

Specific citations to the Food Code were removed and replaced with a general reference to access the Food Code throughout the document.

The “Food Donation” section was rewritten.

The “Foodborne Illness” section was updated and edited.

The “Food Allergens” section was updated and edited.

The “Keeping Food Safe” section was updated and edited.

The “Food Preparation Practices” section was updated and edited.

The “Maintaining Food Safety During Transportation” section was updated and edited.

The “Food Recovery Program Responsibilities” section was updated and edited.

The “Handling Donations of Wild Game Animals” was updated and edited.

“Appendix C Reference Publications“ was completely rewritten and updated.

“Appendix B“ was moved to “Appendix D“ and was updated.

The following sections /content were added:

A “Donation Program Description“ section was added to “Implementing a Food Recovery Program.”

“Food Safety and Food Recovery“ was added to “Implementing A Food Recovery Program.”

“Understanding Product Code Dating“ was added to Food Donation - Receiving and Storing Food: Evaluating the Condition of the Food.”

“Acceptable Foods and Labeling Requirements“ chart sourced from Feeding America and added to “Food Safety Procedures.”

Active Managerial Control / Food Safety Management System content was added to “Keeping Food Safe.”

A “Reduced Oxygen Packaging“ section was added to “Food Preparation Practices.”

Suggested food transportation methodology was added to “Maintaining Food Safety During Transportation.”

“A Sample Foodhandler / Volunteer Illness Agreement for Reporting Illness“ was added as “Appendix B.”

A “Sample Labels“ section was added to Appendix D.