

# HACCP Food Safety: The State Administrative Review

Nuts And Bolts Continuation Series  
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MASSACHUSETTS DEPARTMENT OF  
ELEMENTARY AND SECONDARY  
EDUCATION



# Areas of Review

- ★ Written food safety plan compliant with Hazard Analysis Critical Control Point program criteria *7CFR 210.13(c)*
- ★ Compliance with HACCP principles and local and state health standards
- ★ Two food safety inspections *7CFR 210.13(b)*
- ★ Recordkeeping (Temperature logs for food and equipment) *7CFR 210.15(b)(5)*
- ★ Food storage (at contracted or self-operated warehouses, as applicable, and in reviewed schools) *7CFR210.13(d)*
- ★ Compliance with Buy American *7CFR §210.21(d)* and *7CFR §250.23*



# Applicable Programs

- ★ National School Lunch Program (NSLP)
- ★ School Breakfast Program (SBP)
- ★ Special Milk (SM)
- ★ Fresh Fruit and Vegetable Program (FFVP)
- ★ After School Snack Program
- ★ After School Supper Program
- ★ Summer Food Service Program (SFSP)
- ★ Child and Adult Care Food Program (CACFP)



# Serving Areas

- ★ Classrooms
- ★ School buses
- ★ School courtyards
- ★ Kiosks
- ★ Vending machines with reimbursable meals
- ★ Hallways
- ★ Field Trips
- ★ Any other location(s) outside the cafeteria
- ★ Warehouses



# Written Food Safety Plan

## 7CFR 210.13(c)

- ★ (c) Food safety program. The [school food authority](#) must develop a written food safety [program](#) that covers any [facility](#) or part of a [facility](#) where food is stored, prepared, or served. The food safety [program](#) must meet the requirements in paragraph (c)(1) or [paragraph \(c\)\(2\)](#) of this section, and the requirements in § 210.15(b)(5).
  
- ★ (1) A [school food authority](#) with a food safety [program](#) based on traditional hazard analysis and critical control point (HACCP) principles must:
  - ★ (i) Perform a hazard analysis;
  - ★ (ii) Decide on critical control points;
  - ★ (iii) Determine the critical limits;
  - ★ (iv) Establish procedures to monitor critical control points;
  - ★ (v) Establish corrective actions;
  - ★ (vi) Establish verification procedures; and
  - ★ (vii) Establish a recordkeeping system.
  
- ★ (2) A [school food authority](#) with a food safety [program](#) based on the process approach to HACCP must ensure that its [program](#) includes:
  - ★ (i) Standard operating procedures to provide a food safety foundation;
  - ★ (ii) Menu items grouped according to process categories;
  - ★ (iii) Critical control points and critical limits;
  - ★ (iv) Monitoring procedures;
  - ★ (v) Corrective action procedures;
  - ★ (vi) Recordkeeping procedures; and
  - ★ (vii) Periodic [program](#) review and revision.



**Guidance for School Food Authorities:  
Developing a School Food Safety  
Program Based on the Process  
Approach to HACCP Principles**



**United States Department of  
Agriculture**

**Food and Nutrition Service**

**June 2005**

[http://www.fns.usda.gov/sites/default/files/Food\\_Safety\\_HACCPGuidance.pdf](http://www.fns.usda.gov/sites/default/files/Food_Safety_HACCPGuidance.pdf)



# Compliance with HACCP principles and local and state health standards

*On-site observation of meal preparation and service at selected schools to determine:*

1. Proper personal hygiene is evident (e.g., hairnets, gloved hands, appropriate hand washing)
2. Cross-contamination is prevented
3. Food temperatures are monitored and recorded
4. Refrigerator and freezer temperatures are monitored and recorded
5. Food preparation and service areas are clean
6. Clean utensils and equipment are used for food preparation and meal service
7. No obvious evidence of pests is present

\*Please note this list is not exhaustive



# Food Safety Inspections

## *7CFR 210.13(b)*

Food safety inspections. Schools shall obtain a minimum of two food safety inspections during each school year conducted by a State or local governmental agency responsible for food safety inspections. They shall post in a publicly visible location a report of the most recent inspection conducted, and provide a copy of the inspection report to a member of the public upon request. Sites participating in more than one child nutrition program shall only be required to obtain two food safety inspections per school year if the nutrition programs offered use the same facilities for the production and service of meals.





# Recordkeeping: Temperature Logs

*7CFR 210.15(b)(5)*

Each school in the School Food Authority (SFA) must maintain temperature logs for a period of **six months.**

The State Agency Reviewer must ask food service personnel to provide temperature logs for one day within the past six months.



# Food Storage

## *7CFR210.13(d)*

The school food authority shall ensure that the necessary facilities for storage, preparation and service of food are maintained. Facilities for the handling, storage, and distribution of purchased and donated foods shall be such as to properly safeguard against theft, spoilage and other loss

**On-site** review of reviewed schools/SFA including freezers, refrigerators, dry good storage rooms and other areas

**Off-site** review of SFA contracted or self-operated warehouses



# Food Storage

*On-site observation of storage facilities to determine:*

1. Temperature is appropriate for the applicable equipment (e.g. freezer, refrigerator, milk cooler)
2. Food is stored 6 inches from the ceiling and 6 inches off the floor
3. The food storage facility is clean and neat
4. Canned goods are free from bulges, leaks and dents
5. Chemicals are clearly labeled and stored away from food and food-related supplies
6. Open bags of food are stored in containers with tight fitting lids
7. The FIFO (First In, First Out) method of inventory management is used
8. No obvious evidence of pests is present



# Buy American

*7CFR §210.21(d) and 7CFR §250.23*

The SFA must purchase, to the maximum extent practicable, domestic commodities or products. The term 'domestic commodity or product' means:

- (i) An agricultural commodity that is produced in the United States; and
  
- (ii) A food product that is processed in the United States substantially using agricultural commodities that are produced in the United States



# Thank You!

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