



**SCHOOL FOODSERVICE EMERGENCY READINESS PLAN
STANDARD OPERATING PROCEDURE FOR A POWER OUTAGE**

Feeding Site: _____ Prepared By: _____

Approved By: _____ Form Completed On (Date): _____

Procedure (This procedure will take effect if the food service operation is without electrical power for this amount of hours.): _____

To maintain temperatures, open refrigerators and freezers only when necessary.

Flashlights with batteries are located: _____

Keys to foodservice offices are located: _____

Keys to the refrigerator(s) are located: _____

Keys to the freezer(s) are located: _____

Facility is equipped to operate on a back-up generator Yes No

If yes, the generator is located: _____

and will be operated by: _____

Alternate inventory and menus available Yes No

Emergency inventory available Yes No

Manual can opener available Yes No

Facility is equipped to operate steam heat Yes No

Facility is equipped to operate on gas power Yes No

Alternate arrangements have been made Yes No

with whom: _____ Cash on delivery Purchase order Charge Donation

Cellular phones Yes No

If yes, cellular phone number(s): _____

Monitor refrigerator temperatures every _____ minutes



Monitor milk cooler temperatures every _____ minutes

Monitor freezer temperatures every _____ minutes

Monitor internal temperatures of food every _____ minutes

Use food within _____ hours Discard food within _____ hours

Actions required when temperatures exceed minimum for food safety are: _____

Additional refrigeration storage is available Yes No

If yes, where?: _____

Additional freezer storage is available Yes No

If yes, where?: _____

The following will be washed and sanitized manually:

Utensils Yes No

Serving dishes Yes No

Pans Yes No

Utensils Yes No

Smallware Yes No

Equipment Yes No

Disposable serviceware available:

Cups Quantity: _____

Plates Quantity: _____

Silverware Quantity: _____

Bowls Quantity: _____

Aluminum Pans Quantity: _____