



FOOD DONATION

EIGHT STEPS

In the United States 40% of food produced goes uneaten- that is 62.5 million tons of wasted food every year. Meanwhile, there were 42.2 million people, including 13.1 million children, who did not have enough food to lead a healthy, active lifestyle in 2015. By donating surplus wholesome food instead of throwing it in the trash you can feed hungry people, save space in local landfills, and prevent the emission of harmful greenhouse gases that contribute to climate change.

See the **Safe Surplus Food Donation Toolkit** here smchealth.org/fooddonation for more information and tools.

QUESTIONS?- Contact (650) 372-6200 San Mateo County Environmental Health Services, 2000 Alameda de las Pulgas, Suite #100 San Mateo, CA 94403



1. YOU CAN DONATE

- You're protected by the Federal Good Samaritan Law and CA Health and Safety Code
- It's OK with the Health Department



2. FIGURE OUT WHAT YOU'VE BEEN THROWING AWAY

- Weigh and track your surplus food: <https://www.epa.gov/sustainable-management-food/food-recovery-challenge-frc>

FOOD DONATION ASSESSMENT FORM

Donor and Recipient Information

Donor Name: _____ Recipient Name: _____
 Donor Address: _____ Recipient Address: _____
 Donor Phone: _____ Recipient Phone: _____

Donated Food Product Information

Product Name	Quantity	Storage Conditions	Food Allergen	Expiry Date
Organic Produce	100 lbs	Chilled or at room temp		
Organic Produce	50 lbs	Chilled or at room temp		
Organic Produce	25 lbs	Chilled or at room temp		
Organic Produce	10 lbs	Chilled or at room temp		
Organic Produce	5 lbs	Chilled or at room temp		
Organic Produce	2 lbs	Chilled or at room temp		
Organic Produce	1 lb	Chilled or at room temp		
Organic Produce	0.5 lb	Chilled or at room temp		
Organic Produce	0.25 lb	Chilled or at room temp		
Organic Produce	0.125 lb	Chilled or at room temp		

3. PARTNER WITH A LOCAL NON-PROFIT

- Talk with them in advance
- Determine the logistics
- **START DONATING!**



4. SAFELY PACKAGE FOOD

- Package food in appropriate food safe containers, free of contamination



5. MAINTAIN FOOD AT PROPER TEMPERATURES

- Cool foods at 41°F or below
 - Frozen foods at 32°F or below
 - Hot foods at 135° or higher & *Process Immediately*
- **Whole produce, canned goods, and dry foods have no time and temperature controls**

DONOR AND RECIPIENT INFORMATION						
PERISHABLE FOOD TYPE	QUANTITY	DONOR NAME	DATE	RECIPIENT NAME	TIME	ACCEPTED
						YES or NO
						YES or NO
						YES or NO
						YES or NO

DONATED FROM:
 *Name of Donor's Organization: _____
 *Address: _____
 *City/State/Zip: _____

TRANSPORTED BY (IF OTHER THAN DONOR OR RECIPIENT):
 *Name of Transporter: _____
 *Address: _____

6. TRACK DONATED ITEMS

- Fill out the Food Donation Delivery Form
- Make sure your nonprofit partner fills out and signs their sections as well



7. TRANSPORT DONATED FOOD SAFELY

- Use refrigerated transport when available
- Use thermal blankets for hot food
- CalCode only allows for 30 min of transportation without temperature control



8. KEEP UP THE GOOD WORK!

- Contact your local Environmental Health Department with any concerns: **(650) 372-6200**
San Mateo County Environmental Health Services
2000 Alameda de las Pulgas, Suite #100 San Mateo, CA 94403
- Review the Safe Surplus Food Donation Toolkit:
smchealth.org/fooddonation

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