



Department of Food and Nutrition Miami-Dade County Public Schools

Florida Department of Agriculture and Consumer Services
Division of Food, Nutrition and Wellness
Bureau of Food Distribution



VIII. Annual Storage Facility Review

Miami-Dade County Public Schools

Recipient Agency

8121

Location Number

3

Regional Center

C.O.P.E. CENTER NORTH

School Name

11/27/2017

Date of Review

Self Contained Base Satellite

Instruction:

The U.S. Department of Agriculture (USDA) regulations, Title 7, *Code of Federal Regulations, Part 250*, requires that all Recipient Agencies participating in the USDA Foods Program conduct an annual review of their respective storage facilities. Please complete one form for each school where USDA Foods are stored, used, or consumed by February 1. For any item checked "NO", a corrective action(s) response must be retained with this form in your records.

I. Storage Areas

- 1. Is storage space adequate for the volume of food for each area? Yes No NA
- 2. Is food stored on shelving and/or pallets to allow for adequate ventilation in all area? Yes No NA
- 3. Are all areas in good condition? Yes No NA
- 4. Are all storage areas clean and orderly? Yes No NA
- 5. Are all storage areas sanitary and free from rodent, bird, insect and other animal infestation? Yes No NA
- 6. Is food stored away from pesticides, cleaning solvents, or other non-food contaminants in all areas? Yes No NA
- 7. Are all storage areas safeguarded against theft, spoilage and other loss? Yes No NA

Do all storage areas have an internal thermometer? Yes No NA

Are temperature logs maintained and available to show that all storage area temperatures are checked by using an internal thermometer and recorded? Yes No NA

If Yes, how often are temperature recorded? Twice Daily

Complete the following:

Area:	Condition:	Cleanliness:	Temperature:
Freezer	Good	Fair	Yes 0 or below
Refrigerator	Good	Good	Yes 35-41
Dry	Good	Good	Yes 80 or below

8. If using a commercial facility for storage of USDA foods, has the commercial facility been inspected periodically to ensure wholesomeness of product?

Yes No NA

If Yes, please list the date of the inspection:

6/30/2017

II. Product Utilization

1. Is food stored in a manner that facilitates accuracy and ease for First-In-First-Out (FIFO)?

Yes No NA

Are all products marked with pack dates, receiving dates, or "Best if Used By" (BIUB)/ Expiration dates, including individual units removed from the original shipping containers?

Yes No NA

Do all products have pack dates (or received dates when pack dates are unavailable) that are no older than two years (or, in the case of BIUB or Expiration dates, do not exceed the date listed)?

Yes No NA

If No, please complete the table below:

Production Name:	Production Pack Size:	Quantity:	Pack/Receive Date:

2. Is this site maintaining a physical inventory system?

Yes No NA

3. Is the physical inventory conducted at least once annually?

Yes No NA

4. Does all food products appear to be utilized in a timely manner so as to limit the excess supply in storage?

Yes No NA

5. Have there been annual food losses in the past 12 months from theft or fraud?

Yes No NA

If Yes, were losses reported to Bureau of Food Distribution and documented?

Yes No NA

6. Does the manager know the proper procedure to follow when losses occur?

Yes No NA

7. Does the manager know the proper procedure to dispose of damaged USDA food?

Yes No NA

III. Certification

I hereby certify that all of the information in this form is correct and is true to the best of my knowledge.

Other comments and observations during this review.

Storage facility procedures are being followed. Good Job!

Required Corrective Action (followup within 45 days)

Satisfactory Off-Site Visitation Required On-Site Visitation Required

Required By Date

Site Manager

Veronica Latimore

Principal / Designee

EBONY DUNN

Food Service Administrator

Karen Douthit

12/5/2017, 10:44:20 AM