

Delivery Support First Fruits Market



- 1. Move backstock items to make room for new inventory.**
- 2. Help clean and organize the storage area for efficient access.**
- 3. Assist with unloading and organizing items from CCFB delivery truck.**
- 4. Organize Starbucks products in their designated areas.**

Unpacking and Sorting

- Receive shipments and unpack products.
- Organize items for easy access, ensuring they are sorted by category.
- Never use food from cans that are leaking, rusting, bulging, badly dented or with a foul odor, cracked jars, jars with loose or bulging lids, or any container that spurts liquid when you open it.

Priority Items and Intended Categories for Refrigeration

- Frozen meat and refrigerated items are priority items due to the temperature danger zone.
- Each refrigerator has an intended item category to maintain organization. Please adhere to the categorization for efficient stocking.

F1/F2: Frozen Product - R4: Dairy, Deli - R3: Tortillas, Eggs - R2/R1/T1/T2/T2: Produce

Restocking Shelves: Inside FFM

- Organize pantry shelves and displays, ensuring items are accessible, neatly arranged, and well-stocked.
- Restock shelves as needed and maintain the same product on a single shelf
- Maintain a clean and organized shopping environment by tidying shelves and cleaning spills.

Checking Expiration Dates:

- Dates are printed voluntarily on food items (not required by the Federal Government).
- Remove any moldy or spoiled products, placing them in a designated area for disposal.
- Emphasize that freshness does not necessarily mean safety. Items are safe to eat if stored properly beyond their expiration date.

Delivery Support First Fruits Market



- 1. Wash hands regularly during distribution.**
- 2. Provide hand sanitizer for volunteers.**
- 3. Minimize time in the temperature danger zone (40°F - 140°F).**
- 4. Keep all food at least 6 inches off the ground (pallet height).**
- 5. Thoroughly inspect packages and discard damaged or opened ones.**
- 6. Separate ready-to-eat foods from raw frozen foods.**
- 7. Please be sure to use gloves when handling fresh produce.**
- 8. Store food indoors, away from walls, and follow FIFO.**
- 9. Do not store food outside or expose it to the elements.**

Keep raw foods separate to prevent cross contamination and minimize moisture in produce to prevent spoilage.

Stocking Shelves

First Fruits Market



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F1/F2; Frozen Product - R4: Dairy, Deli - R3: Tortillas, Eggs - R2/R1/T1/T2/T2 Produce

Maintain a clean and organized shopping environment by tidying shelves, floor, and cleaning spills.

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