

## GUIDANCE ON GIVING TO/TAKING FROM THE FRIDGE

This section sets out the process for giving to and taking from the fridge in a safe manner.

### DATE LABELS (guidance from WRAP)

The '**Use By**' date relates to **food safety**.

**Food cannot be sold, redistributed or consumed after specified 'Use By' date.** The only exception to this is if the food has gone through a safe freezing or cooking process, before the 'Use By' date has passed, and has been appropriately re-labelled.

The '**Best Before**' date relates to **food quality**.

Food with a 'Best Before' date **can be redistributed and consumed** after this date. Providing food is stored in appropriate conditions – i.e. as instructed on the label by the manufacturer – and has not become otherwise contaminated, it will be safe to consume for a period of time after the 'Best Before' date has passed, but it may not be at its best.

### GIVING TO THE FRIDGE

Guidance for contributing businesses and the community.

Before donating to the fridge, members of the community and businesses should ask themselves the following questions in relation to their food donations:

#### **Is it still fresh?**

Only donate food when still fresh, it should be good for at least 24 more hours. Allow plenty of time for it to be taken and eaten before it reaches its use-by date.

#### **Can it be included?**

Make sure the food type can be given to the Community Fridge (see inclusion and exclusion list). Don't donate any food on the exclusion list.

#### **Fridge storage**

When storing food in the fridge, please place the food items according to the categories as indicated on the label attached to each shelf in the fridge.

Food is to be stored in the shelf order of all raw meat / fish / eggs on the bottom shelf. All unwashed fruit and veg will be placed in the bottom of the fridge but one shelf above the RAW shelf, to prevent cross contamination from meat drippings.

All ready to eat items are to be placed at the top of the fridge. All appropriate items will be covered, and stored in original packaging if possible.

Bagged fresh produce including but not exclusive to spring onions, runner beans, broccoli, cauliflower, peppers, bananas, sprouts, radish, onions, apples, pears, carrots, spinach, and lettuce to be kept in their original bags but **open the bags** as soon as possible to avoid the risk of sweating and accelerated spoilage.

**ACCEPTED FOOD (EXAMPLES)**

- ✓ Any long-life foods (Sealed and unopened)
- ✓ Cheeses (not in the excluding list)
- ✓ Fresh eggs (traceable Lion stamped eggs with clean shells and a use-by date)
- ✓ Fresh fruit
- ✓ Fresh vegetables (not in the excluding list)
- ✓ Fruit juices (Sealed and unopened)
- ✓ Pasta and noodles (Sealed and unopened)
- ✓ Pasteurised long-life milk (Sealed and unopened)
- ✓ Pastry (Sealed and unopened)
- ✓ Salads (Sealed and unopened)
- ✓ Sauces (Sealed and unopened)

**NOT ACCEPTED (EXCLUSION LIST - EXAMPLES)**

- ✗ Alcohol
- ✗ Bean sprouts
- ✗ Cooked rice
- ✗ Cereals and pulses beyond 6 months after the best-before date
- ✗ Energy drinks or Caffeinated foods or Caffeinated drinks
- ✗ Home cooked food or food from unregistered sources
- ✗ Frozen food (exclude those stored and transported at the correct temperature from food businesses)
- ✗ Imported foods with no instruction for use and ingredients listed in English
- ✗ Pâtés
- ✗ Products that contain alcohol
- ✗ Products which could contain any of the above ingredients
- ✗ Raw milk cheeses
- ✗ Unlabelled multiple ingredient items
- ✗ Unpasteurised or fresh milk
- ✗ Yogurt labelled with use-by date and recommended storage in fridge

**COOKED, CHILLED AND FROZEN FOOD**

Currently, Harper Adams Community Fridge (HACF) (pilot) does **NOT** accept **cooked food**. This policy may change after substantial experience has been obtained about food labelling.

**Chilled and Frozen food** from individual households are **NOT** accepted. This is due to the requirements of low-temperature transportation vehicles and temperature logs. Chilled and Frozen food donated by food businesses transported in refrigerated vehicles should be transferred to the fridge or freezer immediately and reported to the HACF coordinator.

**IF YOU ARE UNWELL**

Anyone not 'fit for work' will not be allowed to help at/donate food to the Community Fridge or be in places where the HACF food will be handled. Anyone with an infection will not handle (donate) food till 48 hours after infection is resolved or cleared by a Doctor.

## TAKING FOOD FROM THE FRIDGE OR FREEZER

- 1) Read the Instructions for Use and Disclaimer before taking anything out of the fridge.
- 2) **Don't move food from the shelf that it's on unless you intend to take it.**
- 3) There's no restriction on the amount of food that can be taken from the fridge/freezer, however please only take what you need and will use.
- 4) Use your own judgement as to whether or not the food is safe to eat. Never eat high risk foods such as meats and dairy products (cooked and raw) that are past the use-by dates. When it comes to items like loose fruit/veg, use your senses!
- 5) Make sure the fridge/freezer door has been closed fully after use.
- 6) Sign out the food item on the logging out forms.
- 7) Report anything suspicious to a member of staff.
- 8) Where relevant (e.g. loose fruit and vegetables), wash food before consumption at home.
- 9) Heat any cooked food until it's steaming hot (75°C), and don't reheat it a second time.
- 10) If the packaging or seal is broken on high risk foods such as cooked and prepared foods, meats and dairy, do not eat.
- 11) Seek medical advice immediately if you feel unwell after eating food from the fridge, and also contact the operators of the fridge.
- 12) Do not use the food for profit or personal gain.

### **Additionally, when taking from the freezer, we strongly advise the below:**

- Check the dates on the food labels.
- Make sure you know how long food has been in the freezer, try to use old stock first.

For food taken from the freezer, we advise the below:

- Trim food affected by freezer burn (it typically appears as greyish-brown, dried out patches on the surfaces of frozen / thawed food). Freezer burn can be reduced by properly wrapping foods.
- Once defrosted, use your eyes and nose to check food in the freezer looks and smells fresh.
- Don't pass on or consume food if the freezer temperature goes above -18°C or appears to be abnormal.
- Don't re-freeze anything that's been frozen and has defrosted.
- Don't pass on or consume foods if you are unsure of how long something has been frozen or are a bit wary of something once defrosted. If in doubt take it out.

# Disclaimer

Although we have put in place precautions to safeguard the hygiene and quality of all items in the community fridge, we may not be able to guarantee and verify all items donated to the fridge. Although the risk of food cross-contamination is low, it is not zero. Users take food at their own risk and the Harper Adams Community Fridge Pilot is not liable for any harm caused to the fridge user in the event of products being contaminated.

- For packaged food, only take food cooked or prepared by certified businesses. The label should state the preparation date, use-by date and the name of the business.
- Do not take or consume any item that appears past its use-by date.
- Do not take or consume any item that smells gone-off or appears suspicious for any other reason.
- Do not take any unpackaged food items without a complete list of ingredients and allergens.
- Do not take or consume any item if you have a vulnerable immune system (the elderly, infants under 5, expectant women or individuals with a serious or long-term medical condition are especially at risk).
- Do not take from the fridge if temperature appears to be abnormal/ check the thermometer reading. The normal temperature for the fridge should be below 5°C and the freezer should be below -18°C.
- Do not take food on the exclusion list. Notify a member of staff if these items are found in the fridge or if you have any questions.
- Do not take or consume any item if you have an allergy (we can't guarantee that there has been no contamination of opened products). It is difficult for us to consistently manage recalls, many of which relate to allergens being unintentional within products but not labelled correctly. If you have known food allergies, you may wish to avoid using this community fridge due to the risk posed by food recalls and the potential risk of cross contamination.

Examples of allergens may be contained in the food we share are shown below:



Other examples of allergens: celery, crustaceans (such as prawns, crabs, and lobsters), fish, molluscs (such as mussels and oysters), mustard, peanuts, sulphur dioxide and sulphites.