**Daily Transported Food Receiving Checklist for Prepared Foods**

**Monitoring Log**

File the completed checklist with the Daily Delivery Ticket and Production Records.

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| Date: | | |
| Signature of Responsible Party: | | |
| **Assessment** | **Yes or No** | **Notes and Corrective Actions Taken** |
| Transport vehicle is free of visual contamination and food is stored properly for transport. | □ Yes □ No |  |
| The food provider/central kitchen/caterer has and follows a clearly designated allowable transit time. | □ Yes □ No |  |
| The delivery ticket, including food amounts and temperatures are completed accurately by the food provider/caterer and provided to SFA upon delivery. The amounts of foods agree with the meal pattern and standardized recipes approved by the SFA. | □ Yes □ No |  |
| Food is inspected upon arrival and is free from visual contamination. | □ Yes □ No |  |
| Temperature of TCS food is measured by a SFA employee at the time of delivery and recorded on the delivery ticket and/or daily production record | □ Yes □ No |  |
| Food not at proper temperatures at time of delivery, is in a damaged container, is past dated, or for which the label is missing, is rejected. | □ Yes □ No |  |
| Moldy items are rejected. | □ Yes  □ No |  |

The Daily Transported Food Receiving Checklist for Prepared Foods must be completed each day the school nutrition program receives and holds time and temperature controlled for safety (TCS) foods delivered from another school or caterer. File the completed checklist with the Daily Delivery Ticket and Production Records.