The Friends Foundation Our Daily Bread™ Food Protocols for Clients

With our sometimes very unpredictable Texas weather, we want to ensure that all meals are prepared, transported and delivered in a safe consistent manner.

Policy:

All food purchased for our program will be wholesome, manufactured, processed and prepared in compliance with all State, Federal and local laws and regulations. Food will be handled in a safe and sanitary method to prevent contamination and food-borne illness. Food temperatures will be maintained at acceptable levels during preparation, in transport and upon delivery.

Procedure:

- 1. Meals will be served upon the arrival of the volunteer Drivers.
- 2. Clients should call as far ahead as possible to cancel their meal if they will not be home for any reason or they may choose to have the meal delivered.
- 3. If clients are not home and want the meal delivered, a cooler with ice or an ice pack must be left outside the door or other designated area.
- 4. Drivers are not permitted to enter clients' homes when the client is not home.

Important: <u>If you need to cancel a meal, need additional information or have</u> <u>questions, please call Kathy Carriker at 512 864 4723</u>