

Hope Lodge Meal Volunteer Guidelines

Volunteers,

Thank you for your willingness to support the guests at Hope Lodge in this comforting way. Guests often cite the gift of meals as one of the things they valued most about their stay at the Hope Lodge. We appreciate you following the guidelines below and helping us provide a safe and comforting environment for our guests.

- **To help ensure the safety of our guests:**
 - Volunteers must be free from any infectious or communicable diseases such as: COVID 19, colds or flu.
- **General Guidelines for Providing Meals:**
 - Upon arrival all volunteers must sign in at the front desk.
 - Food handling **gloves must always be worn** when handling or serving food. (These will be provided.)
 - All volunteers under 18 years of age must be accompanied by an adult.
 - Please follow the USDA recommendations listed below for specific food preparation guidelines.
 - Please ensure proper clean up and sanitation after the meal.
 - All dishes should be rinsed and loaded into dishwashers.
 - Please sanitize all cooking surfaces and tables with Oxivir.
 - Please sweep floor of any debris and spot mop as necessary.
 - Please empty garbage to designated outside dumpster.
 - Please label and date all leftovers and store in community food area.

- **USDA Guidelines-Please help us ensure we are minimizing foodborne illnesses by following these simple steps.**
 - Refrigerate or freeze perishable food within 2 hours of shopping or preparing; 1 hour when the temperature is above 90°F.
 - Find separate preparation area in the workspace for raw and cooked food.
 - Never place cooked food back on the same plate or cutting board that held raw food.
 - Wash cutting boards, dishes, utensils, and work surfaces frequently with hot, soapy water.
 - Wash hands with soap and water for at least 20 seconds before and after handling food and after using the bathroom, changing diapers, or handling pets.
 - Cook food to safe minimum temperatures.
 - Use a food thermometer to check the internal temperature of meat, poultry, casseroles, and other food. Check temperature in several places to be sure food is cooked to a safe minimum internal temperature. (See chart below.)
 - Never partially cook food for finishing later because you increase the risk of bacterial growth.
 - **Transport food safely and keep food out of the “Danger Zone” (40°-140°F)**
 - Keep hot food at or above 140°F.
 - Wrap well and place in an insulated container for transport.
 - Place cooked food in chafing dishes, preheated steam tables, warming trays, and/or slow cookers.
 - Keep cold food at or below 40°F.
 - Place in cooler with a cold source such as ice or frozen gel packs for transport.
 - Place food in containers on ice.

Product	Minimum Internal Temperature & Rest Time
Beef, Pork, Veal & Lamb Steaks, chops, roasts	145 °F (62.8 °C) and allow to rest for at least 3 minutes
Ground Meats	160 °F (71.1 °C)
Ground Poultry	165 °F
Ham, fresh or smoked (uncooked)	145 °F (62.8 °C) and allow to rest for at least 3 minutes
Fully Cooked Ham (to reheat)	Reheat cooked hams packaged in USDA-inspected plants to 140 °F (60 °C) and all others to 165 °F (73.9 °C).
All Poultry (breasts, whole bird, legs, thighs, wings, ground poultry, giblets, and stuffing)	165 °F (73.9 °C)
Eggs	160 °F (71.1 °C)
Fish & Shellfish	145 °F (62.8 °C)
Leftovers	165 °F (73.9 °C)
Casseroles	165 °F (73.9 °C)

<https://www.fsis.usda.gov/food-safety/safe-food-handling-and-preparation/food-safety-basics/safe-temperature-chart>

For more helpful guidelines, please visit: <https://www.fsis.usda.gov/food-safety>