



**SECOND HARVEST**  
of SILICON VALLEY

# Grocery Rescue Donation Guidelines

[www.shfb.org](http://www.shfb.org)

All food donations must be suitable for human consumption and staged indoors in food grade boxes. The following guidelines outline additional requirements by product category.

Meat, Poultry, Fish					
<u>Acceptable Conditions</u>					
<ul style="list-style-type: none"> <li>Product must be securely sealed in its original packaging, be dated appropriately, and have labeling intact</li> <li>Product must be frozen on or before the date on the package</li> <li>Product must be stored at 0° F or less while awaiting pickup</li> <li>Product must be staged in separate boxes by species and stacked accordingly (top to bottom):</li> </ul>	<table border="1"> <tr><td>Seafood</td></tr> <tr><td>Pork</td></tr> <tr><td>Beef</td></tr> <tr><td>Poultry</td></tr> </table>	Seafood	Pork	Beef	Poultry
Seafood					
Pork					
Beef					
Poultry					
<u>Unacceptable Conditions</u>					
<ul style="list-style-type: none"> <li>Product held above 41° F for more than two hours</li> <li>Product staged in non-food grade packaging or meat boxes with USDA logo</li> <li>Opened or damaged packaging resulting in leaking and/or the loss of the sanitary barrier</li> <li>Product missing ingredient label and/or a date on the package</li> <li>Product with discoloration, severe freezer burn, and/or bulging packaging</li> <li>Multiple species staged in the same box</li> <li>Defrosted product</li> </ul>					

Dairy & Eggs	
<u>Acceptable Conditions</u>	
<ul style="list-style-type: none"> <li>Product must be securely sealed in its original packaging, be dated appropriately, and have labeling intact</li> <li>Product must be donated no later than 2 days past the date on the package</li> <li>Refrigerated product must be stored at 41° F or less while awaiting pickup</li> <li>Frozen product must be stored at 0° F or less while awaiting pickup</li> </ul>	
<u>Unacceptable Conditions</u>	
<ul style="list-style-type: none"> <li>Product held above 41° F for more than two hours</li> <li>Product staged in non-food grade packaging or meat boxes with USDA logo</li> <li>Opened or damaged packaging resulting in leaking and/or the loss of the sanitary barrier</li> <li>Product with bad odor, discoloration, and/or bulging packaging</li> <li>Broken eggs</li> </ul>	

Produce	
<u>Acceptable Conditions</u>	
<ul style="list-style-type: none"> <li>Product must be stored in a cool, dry, and clean area while awaiting pickup</li> <li>Highly perishable product, such as cut produce, must be stored at 41° F or less while awaiting pickup</li> </ul>	
<u>Unacceptable Conditions</u>	
<ul style="list-style-type: none"> <li>Highly perishable product held above 41° F for more than two hours</li> <li>Product staged in non-food grade packaging or meat boxes with USDA logo</li> <li>Opened or damaged packaged produce resulting in leaking and/or the loss of the sanitary barrier</li> <li>Significantly rotten, moldy, damaged, decayed, or overripe product</li> </ul>	

Non-Food	
<u>Acceptable Conditions</u>	
<ul style="list-style-type: none"> <li>Product must be staged in separate boxes from food donations</li> </ul>	
<u>Unacceptable Conditions</u>	
<ul style="list-style-type: none"> <li>Opened or damaged packaging resulting in leaking</li> </ul>	

## Deli

### Acceptable Conditions

- Product must be securely sealed in its original packaging, be dated appropriately, and have labeling intact
- Refrigerated product must be stored at 41° F or less while awaiting pickup and donated no later than 2 day past the date on the package

### Unacceptable Conditions

- Product held above 41° F for more than two hours
- Product staged in non-food grade packaging or meat boxes with USDA logo
- Opened or damaged packaging resulting in leaking and/or the loss of the sanitary barrier
- Product missing ingredient label and/or a date on the package
- Product with mold, bad odor, discoloration, and/or bulging packaging

## Bakery

### Acceptable Conditions

- Product must be securely sealed in its original packaging, be dated appropriately, and have labeling intact
- Product must be donated no later than 2 days past the date on the package
- Room temperature product must be stored in a cool, dry, and clean area while awaiting pickup
- Refrigerated product must be stored at 41° F or less while awaiting pickup

### Unacceptable Conditions

- Highly perishable product held above 41° F for more than two hours
- Product staged in non-food grade packaging or meat boxes with USDA logo
- Opened or damaged packaging resulting in leaking and/or the loss of the sanitary barrier
- Product missing ingredient label and/or a date on the package
- Product with mold, bad odor, or discoloration

## Dry Grocery

### Acceptable Conditions

- Product must be securely sealed in its original packaging, be dated appropriately and with labeling intact
- Product with compromised external packaging may only be donated if internal packaging is uncompromised
- Product must be donated no later than 30 days past the date on the package
- Product must be stored in a cool, dry, and clean area while awaiting pickup

### Unacceptable Conditions & Products

- Product staged in non-food grade packaging or meat boxes with USDA logo
- Opened or damaged packaging resulting in leaking and/or the loss of the sanitary barrier
- Product missing ingredient label and/or a date on the package
- Broken or chipped glass
- Severely dented cans
- Baby formula, medications, nutritional supplements, and alcohol

### The Good Samaritan Food Donation Act

- Protects food and grocery donors from civil and criminal liability if donated product later causes harm to a recipient.
- Encourages the donation of food and grocery products to nonprofit organizations.

### Food Bank and Partner Agency Requirements

- Food bank drivers and partner agencies must wear Second Harvest name badges when picking up store donations.
- Food bank drivers and partner agencies must provide a receipt following each donation pickup.
- Second Harvest and its partner agencies must follow handling procedures outlined in Feeding America's Food Safety and Handling manual. To maintain proper temperature control, Second Harvest and its partner agencies must use refrigerated vehicles or approved passive temperature control devices to transport perishable donations.