

# Food Pantry Bulk Bread Distribution

## Repacking:

- When receiving bulk bread, a common practice is to repack it into smaller household size packages. However, repacking bread increases the risk for cross-contamination that may cause food borne illness.
- A better choice is to let clients select the bread themselves. This reduces the number of times the bread is handled before it reaches the clients and thus reduces the chance for cross-contamination.
- If you do choose to repack bulk bread, make sure your facility is properly set-up and contains the necessary equipment that is outlined in the *Bread/Bakery Product Repacking Procedure*.

## How to Repack Safely

1. Clean and sanitize work table or counter
2. Set-up work area with bread to be repacked, food bags, plastic gloves, and if appropriate, container for repacked baked goods. You should only need to touch the food and clean food bag with your gloved hands or with other barrier—tongs, deli-paper, plastic bag
3. Wash hands and put on gloves, if using gloves as a barrier
4. Change gloves, deli-paper or plastic bag barrier if they tear, get dirty or after using the restroom
5. Do not repack food if you are sick with diarrhea or a fever, or if you are coughing or sneezing



## Repacking Checklist

To repack bread and/or bakery products into smaller household size packages, your facility must have a packing area that:

- ✓ Is well lit
- ✓ Is free of pantry traffic
- ✓ Is free of insects or rodents
- ✓ Has a smooth work surface: no cracks, pitting, open seams or corrosion
- ✓ Has a work surface that is clean and easily cleanable
- ✓ Has a sink for hand washing
- ✓ Hand wash sink has: soap, hot/cold running water, paper towels or air hand dryer, hand wash sign

## **Bread Self-Service Procedure:**

1. Set up display area with bulk bread, tongs and/or deli-paper, food bags, and plastic gloves.
2. Wash hands and put on gloves as a barrier.
3. Place bulk bread in food-grade baskets, or on to display for clients to select.

**Make sure to have a volunteer on hand to oversee the self-selection station. The volunteer should let the clients know to use tongs or deli-paper to select their bread and place it in the food bag provided.**

## Bread Distribution In Action...

### Hour Children Food Pantry and Community Outreach

- Hour Children Community Outreach is a full, customer-choice grocery-store-style food pantry serving families in the Long Island City and Astoria community.
- Bread is placed in moving silver crates that have been wrapped with clean plastic City Harvest bags.
- No bread on floor; they always use gloves and hair is up.
- Bread is sorted by size so it's easy to see and give out.
- Participants cannot touch the bread, if they touch it, it's theirs.
- Amount of bread provided depends on family size and the amount of bread available.
- There is always a volunteer who helps clients select bread they want.

