

**FOOD AND NUTRITION
PROCEDURES**
Miami-Dade County Public Schools

H12

Subject: **DATE MARKING READY-TO-EAT HAZARDOUS FOODS**

PURPOSE: To ensure appropriate rotation of ready-to-eat food to prevent or reduce foodborne illness from *Listeria monocytogenes*.

SCOPE: This procedure applies to food service employees who prepare, store or serve food.

KEY WORDS: Ready-to-Eat Food, Potentially Hazardous Food, Date Marking, Cross-Contamination

INSTRUCTIONS

Train food service employees on using the following procedures.000000

1. Label food products with the calendar date on which it is prepared or opened ([Attachment](#)).
2. Refrigerate all ready-to-eat, potentially hazardous foods at 41 °F or below.
3. Ready-to-eat, potentially hazardous foods must be discarded if not consumed within 7 calendar days from the prepared/opened label date.

MONITORING

The food service manager/satellite assistant will check refrigerators daily to verify that foods are date marked and that foods exceeding the 7-day time period are not being used or stored.

CORRECTIVE ACTION

1. Retrain any food service employee found not following these procedures.
2. Foods that are not date marked or that exceed the 7-day time period will be discarded.

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VERIFICATION AND RECORD KEEPING

The food service manager will verify that food service employees are date marking ready-to-eat hazardous foods and will complete the [HACCP Food Safety Checklist](#) weekly. The food service supervisor will review the [HACCP Food Safety Checklist](#) to verify that monitoring is being conducted. The [HACCP Food Safety Checklist](#) is to be kept on file for a minimum of five (5) years.

For Action By: Principals, Food Service Managers, Satellite Assistants and All Food Service Employees

Refer Questions to: Department of Food and Nutrition

*Created: July 2006
Revised: July 2021
Reviewed: July 2024*