



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Sponsors of the National School Lunch (NSLP) and School Breakfast Programs (SBP)

FROM: Cheryl Resha, Education Manager
Bureau of Health/Nutrition, Family Services and Adult Education

DATE: September 13, 2011

SUBJECT: **Operational Memorandum # 36-11**

1. New Food Safety Requirements- Hazard Analysis and Critical Control Point (HACCP) Plans
2. Reporting of Food Safety Inspections due **September 30, 2011**
3. Food Safety Inspections for Facilities Not Under the Jurisdiction of the Health Department-**Updated**

1. The Healthy, Hunger-Free Kids Act of 2010 (the Act), Public Law 111-296, *strengthens the existing food safety requirements* in the National School Lunch Program (NSLP), School Breakfast Program (SBP) and all other Food and Nutrition Service programs operated in a school. The section below will provide guidance on the implementation of the statutory requirement.

Section 302 of the Act amends section 9(h) (5) of the Richard B. Russell National School Lunch Act (42 U.S.C. 1758(h) (5)) by requiring that the school food safety program based on HACCP principles be applied to any facility or part of a facility in which food is stored, prepared or served for the purposes of the NSLP, SBP or other Child Nutrition Programs. The school food safety program, required since 2004, addresses food safety in all aspects of school meal preparation, ranging from procurement through service.

HACCP plans must be reviewed annually and it is important that School Food Authorities (SFAs) review the HACCP Food safety programs to ensure that standard operating procedures for safe food handling are updated to include any facility or part of a facility where food is stored, prepared, or served, such as on school buses, in hallways, school courtyards, kiosks, classrooms, or other locations outside the cafeteria. This requirement applies to school breakfast or lunch meals, Special Milk, the Fresh Fruit and Vegetable Program and afterschool snack or supper programs.

The Department of Public Health (DPH) encourages SFAs to partner with local health departments to establish an individualized, effective and comprehensive plan. The SFA may want to consider requesting that the local health department review the HACCP plan and provide guidance and feedback.

HACCP plans must include *Connecticut specific temperature requirements*. For a list of these requirements, go to the following Web site:

http://www.sde.ct.gov/sde/LIB/sde/pdf/deps/nutrition/CT_Temperature_Guide.pdf.

2. Reporting of Food Safety Inspections

Section 402 of The Healthy, Hunger-Free Kids Act extends current state food safety reporting requirements through fiscal year 2015. Each state agency must annually monitor and report to the United States Department of Agriculture (USDA) the number of food safety inspections obtained by institutions that participate in the NSLP or SBP. All Schools participation in NSLP and SBP must obtain two food safety inspections annually. This inspection requirement applies to all food preparation-service sites and service-only sites (all sites where food is served).

Therefore, all SFAs must complete an **online survey** pertaining to food safety inspections that were conducted during the 2010-11 school year. Prior to completing the survey, it is important that you determine the number of food safety inspections completed for each site. It is also important that you determine the total number of sites that operated the NSLP/SBP in 2010-11. To assist you in the process, attached is a listing of school districts and the total number of sites that were reported on the June 2011 online claim under the NSLP/SBP. This number reflects the total number of sites that must be reported on the Food Safety Inspection survey.

The survey must be submitted no later than **September 30, 2011**. To complete the survey, please go to the following Web site <http://www.csde.state.ct.us/public/surveys/health/> and follow the directions outlined below.

Food Safety Survey Instructions:

- A. Enter Password: **Salad** (All sponsors will have the same password.);
- B. Select your school district or school name;
- C. Enter information for the contact person, include a phone number and an e-mail address;
- D. Enter the number of schools you submit a monthly claim for the SBP and/or NSLP;
- E. For the 2010-11 school year, enter the total number of sites which had the following: (**Note:** All sites must be accounted for in this section. If any of these questions do not apply to any of your sites you must enter "0." **Do not leave any of the fields blank.**);
 - ❖ zero health inspections
 - ❖ one health inspection
 - ❖ two health inspections
 - ❖ more than two health inspections
- F. If any schools did not receive at least two inspections, provide an explanation;
- G. Click on **Save** at the bottom right hand of this screen (This must be done or the data will not be entered.);
- H. **Are you sure data is accurate?** Enter "yes" if all of the data entered is accurate. If the data is not accurate, click "no" and correct the data and click on **Save**; and
- I. **Thank you for submitting your data!** (This screen should appear if you have successfully submitted and saved your data.)

3. Food Safety Inspections for Facilities Not Under the Jurisdiction of the Health Department

Some schools or facilities (such as schools or group homes operated by DCF) do not fall under the jurisdiction of the Department of Public Health (DPH) and therefore, will not be inspected by the DPH. **Please note however, that the food safety inspections that are conducted by the state agency that licenses the facility *would qualify* toward meeting the requirement of two food safety inspections annually.**

<i>COUNTIES</i>	<i>CONSULTANT</i>	<i>E-MAIL</i>	<i>PHONE</i>
Hartford, Windham and New Haven (Towns/Cities beginning with N – W)	Teri Dandeneau	teri.dandeneau@ct.gov	860-807-2079
Litchfield, Middlesex and Tolland	Fionnuala Brown	fionnuala.brown@ct.gov	860-807-2129
Fairfield, New London and New Haven (Towns/Cities beginning with A – M)	Jackie Schipke	jackie.schipke@ct.gov	860-807-2123

Questions regarding completing the survey and food safety inspections may be directed to Fionnuala Brown at 860-807-2129 or fionnuala.brown@ct.gov.

CR:feb

Attachment