

# Keeping Food Safe in your Canteen

Preparing food, storing and displaying food safely in your canteen is important to prevent food borne illness.

- Always follow food manufactures storage and preparation guides and use by and best before dates
- Always check the safety of food delivered to your canteen:
  - Do not use dented cans, food with torn packaging
  - Check cold and hot food is delivered at temperatures within the acceptable range

## Storing your food safely

### Freezing Storage Guide\* Freezers should be set at -18 C

Food	Storage Temperature	Recommended max. storage time	Comments
Baked bread, rolls	-18°C (Freezer)	3 months	Package in tight moisture proof wrapping
Cake	-18°C (Freezer)	3 months	Package in tight moisture proof wrapping
Biscuits	-18°C (Freezer)	3 months	Package in tight moisture proof wrapping
Hard yellow cheese	-18°C (Freezer)	4 months	Thaw in fridge, may be crumbly
Fresh lean fish	-18°C (Freezer)	9 months	Store with paper between fillets
Oysters/scallops	-18°C (Freezer)	3 months	Thaw before cooking
Chicken, whole or cut up, raw	-18°C (Freezer)	18 months	Thaw before cooking
Cooked poultry	-18°C (Freezer)	3 months	Use within 2 days
Pork, raw	-18°C	10 months	Thaw before cooking



Produced in association with Cool CAP (canteen accreditation) and the Community Nutrition Unit, DHHS. September 2009

**SOURCE:** \*Adapted from Food Science Australia Fact Sheets  
# ANZFA Safe Food Australia



	(Freezer)		
Lamb, raw	-18°C (Freezer)	18 months	Thaw before cooking
Beef, raw	-18°C (Freezer)	18 months	Thaw before cooking
Berry fruits	-18°C (Freezer)	24 months	Suitable for cooking
Peaches, apricots, cherries	-18°C (Freezer)	18 months	Suitable for cooking
Commercial frozen vegetables	-18°C (Freezer)	8 months (check package)	Cook in frozen state

- Foods unsuitable to be frozen and thawed include: Yoghurt, cream, whole eggs, fresh tomatoes, salad greens, cabbage.
- Remember to freeze only fresh unspoiled foods.
- Thaw all food in refrigerator or in microwave or as per package instructions.
- Do not refreeze thawed food.
- Cooked thawed food can be refrozen.

**Refrigerator Storage Guide\* Refrigerators should ideally be set at 3°C**

Food	Storage Temperature	Recommended storage time
<b>DAIRY FOODS</b>		
Milk	1-7°C	5-7 days
Hard Natural Cheese	0-7°C	Variable (1-3 months)
Processed cheese	0-3°C	1 month
Cream	1-7°C	5 days
Cottage, ricotta cheese	0-3°C	1 week
Soft cheese eg brie	0-3°C	1 week
Yoghurt	0-3°C	2 weeks
Sour cream	0-3°C	2 weeks
Butter	0-7°C	8 weeks
Margarine	2-7°C	Variable (6 months)



Produced in association with Cool CAP (canteen accreditation) and the Community Nutrition Unit, DHHS. September 2009

**SOURCE:** \*Adapted from Food Science Australia Fact Sheets  
# ANZFA Safe Food Australia



<b>MEATS, POULTRY, FISH</b>		
Meat	0-3°C	3-5 days
Minced Meat and offal	0-3°C	2-3 days
Poultry	0-3°C	3 days
Fish and Seafood	0-3°C	13 days
Luncheon meats	0-3°C	3-5 days opened
Canned fish	0-3°C	3-4 days opened
Ham sliced	0-3°C	Up to 1 week
Bacon	0-3°C	Up to 1 week
Meat based casseroles		3-4 days
Chicken nuggets or patties	0-3°C	1-2 days
Hard boiled eggs	0-3°C	1 week
<b>FRUIT</b>		
Fruit Juice	0-7°C	7-14 days (fresh or opened)
Canned fruit	0-3°C	2-4 days (opened)
Fresh fruit	0-3°C	Up to 5 days
Fruit salad	0-3°C	1-2 days
<b>VEGETABLES</b>		
Canned vegetables	0-3°C	1-4 days in refrigerator once opened
Pickled vegetables	0-3°C	1-2 months in refrigerator or once opened
Vegetable soup	0-3°C	3-4 days
Fresh vegetables	0-3°C	Up to 1 week
Potatoes	Pantry (dark)	Up to 2-3 months
Prepared salads commercial or canteen made	0-3°C	3-5 days
Sweet potatoes	Pantry	Up to 2-3 weeks



Produced in association with Cool CAP (canteen accreditation) and the Community Nutrition Unit, DHHS. September 2009

**SOURCE:** \*Adapted from Food Science Australia Fact Sheets  
# ANZFA Safe Food Australia



Tomatoes	0-3°C	2 weeks
<b>BREADS AND CEREALS</b>		
Bread		5-7 days pantry 1-2 weeks refrigerator
Breakfast cereals	Pantry	2-3 months opened 1 year sealed
Rice	Pantry	1 year
Cooked rice	0-3°C	6-7 days
Pasta uncooked	Pantry	2 years
Flour	Pantry	1 year
Biscuits sweet	Pantry	2 months (packaged)
Crackers	Pantry	3 months (packaged)
<b>MISCELLANEOUS and MIXED FOODS</b>		
Cake and muffin premixes (dry)	Pantry	6-9 months
Muffin and pancake batter (wet)	0-3°C	1-2 days
Soup mixes (dry)	Pantry	1 year
Mayonnaise and dressings	0-3°C	Up to 2 months (opened)
Mustard	0-3°C	6-8 months (opened)

### Safely displaying your food

- Where possible always display cold food under refrigeration 3-5 °C
- Keep hot food hot, display hot foods at 60°C or above
- Keep frozen foods frozen, store below -18 °C



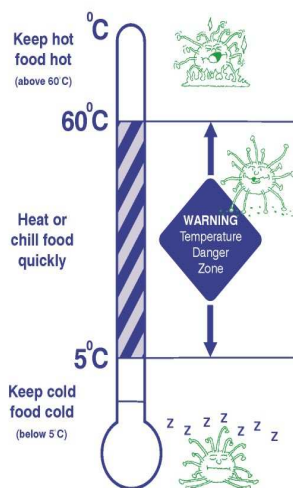
Produced in association with Cool CAP (canteen accreditation) and the Community Nutrition Unit, DHHS. September 2009

**SOURCE:** \*Adapted from Food Science Australia Fact Sheets  
# ANZFA Safe Food Australia



- Food can be left at ambient temperature for up to 4 hours and eaten immediately (remember this time includes time that ingredients maybe left at ambient temperature during delivery and preparation)
- Ensure displayed foods are not contaminated by using sealed packaging, food covers or a display cabinet.

The temperature danger zone for food



Graphic used by kind permission of copyright holders, Queensland Health'

## Managing leftovers#

- Uneaten food cannot be re-refrigerated if left at ambient temperature (“danger” temperature zone (>5-<60 °C) longer than 2 hours, it must be eaten within 4 hours or discarded
- Stored leftovers generally should be used within 48 hours
- Reheat food until steaming (above 60 °C throughout )
- Avoid cross contamination by storing food in sealed containers or wrapping and labelling with the date
- Food stored safety can be eaten and used in other dishes

*Tip: Sell excess prepared foods at a discount price close to closing time.*



Produced in association with Cool CAP (canteen accreditation) and the Community Nutrition Unit, DHHS. September 2009

**SOURCE:** \*Adapted from Food Science Australia Fact Sheets # ANZFA Safe Food Australia



- Try and plan your menu so that your ingredients are used in a range of menu items over the days your canteen is open

### Ideas for using excess foods

FOOD	IDEAS
Ripe bananas	<ul style="list-style-type: none"> <li>• Freeze whole and use later in muffins or pikelets</li> <li>• Peel and insert ice pole stick and freeze for an ice treat</li> </ul>
Apples	<ul style="list-style-type: none"> <li>• Chop or grate into muffins or pikelets</li> <li>• Make into apple sauce and serve with hot roast pork rolls</li> </ul>
Oranges	<ul style="list-style-type: none"> <li>• Use juice in cooking e.g. salad dressings</li> <li>• Freeze into quarters for an icy treat</li> </ul>
Melon fruits	<ul style="list-style-type: none"> <li>• Freeze in cubes and wedges for an icy treat</li> </ul>
Tinned fruit	<ul style="list-style-type: none"> <li>• Add to muffins</li> <li>• Add to smoothies</li> </ul>
Canned fish	<ul style="list-style-type: none"> <li>• Added to patties</li> <li>• Use in a tuna bake with left over pasta</li> </ul>
Ham	<ul style="list-style-type: none"> <li>• Add to pizzas along with left over salad vegetables such as tomato, capsicum, pineapple</li> </ul>
Grated salad vegetables	<ul style="list-style-type: none"> <li>• Add carrot, onion, capsicum to rissoles, patties</li> <li>• Add to soups</li> </ul>
Milk shakes and smoothies	<ul style="list-style-type: none"> <li>• Freeze into ice pole or cubes to serve in ice-cream cones</li> </ul>
Grated cheese	<ul style="list-style-type: none"> <li>• Use in savoury muffins, quiches</li> <li>• Use in cheese sauces or as a topping on pasta bakes</li> </ul>



Produced in association with Cool CAP (canteen accreditation) and the Community Nutrition Unit, DHHS. September 2009

**SOURCE:** \*Adapted from Food Science Australia Fact Sheets  
# ANZFA Safe Food Australia



Yoghurt	<ul style="list-style-type: none"> <li>• Freeze into ice pole or cubes to serve in ice-cream cones</li> <li>• Add to muffins</li> </ul>
Roasted vegetables	<ul style="list-style-type: none"> <li>• Add to pizzas</li> <li>• Make into a frittata or mini quiches</li> </ul>
Bread and rolls	<ul style="list-style-type: none"> <li>• Use to make toasted sandwiches, savoury toast and hot rolls</li> <li>• Crumb and use in meat patties</li> </ul>
Wraps and mountain bread	<ul style="list-style-type: none"> <li>• Use instead of lasagne sheets in a meat or vegetable lasagne</li> </ul>
Cooked rice	<ul style="list-style-type: none"> <li>• Use in fried rice</li> <li>• Make a tuna or salmon rice pie</li> <li>• Use in patties with grated vegetables mixed with egg to bind</li> </ul>
Meat or bolognaise sauce	<ul style="list-style-type: none"> <li>• Hot potato topping</li> <li>• In a shepherds pie or potato topped bake</li> <li>• Lasagne</li> <li>• Filling for a hot rolls and burrito wraps</li> <li>• Add some curry paste to spice it up and serve with rice</li> </ul>

**\*REMEMBER THIS IS A GUIDE ONLY PLEASE GO BY THE FRESHNESS AND QUALITY OF THE FOOD, IF IN DOUBT THROW THE FOOD OUT.**

*Tip: Always label food with a date when you store it*



Produced in association with Cool CAP (canteen accreditation) and the Community Nutrition Unit, DHHS. September 2009

**SOURCE:** \*Adapted from Food Science Australia Fact Sheets  
# ANZFA Safe Food Australia

