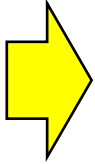


NON-PROFIT CHARITABLE FEEDING OPERATIONS

Background: The following general guidelines are derived from Limited Service Charitable Feeding Operations (LSCFO) registration law. Many charitable food distribution efforts are unique, please contact the Environmental Management Department (EMD) at (916) 875-8440 for assistance with understanding which requirements may apply to a specific charitable feeding activity.



A person can give away the following food items to another person without a permit or registration:

- *pre-packaged, shelf-stable food (e.g. granola bars, bottled water)*
- *packaged food purchased from a permitted food facility (e.g. pizza, sandwiches)*

Please see the information below for requirements pertaining to the distribution of prepared food and/or the distribution of food at a charitable feeding event.

Distributing Prepared/Cooked Food

**Food pantry information on next page*

| | |
|---|--|
| No Permit or LSCFO Registration Required | <p>Up to 3 days in a 90 day period - A church, private club, or other non-profit association may provide prepared cooked food up to <u>3 days in a 90 day period</u> without a permit or LSCFO registration to its members and guests.</p> <p>Example: A church hosting a community dinner once a month.</p> |
| Non-profit Community Event Permit – No Fee | <p>An “event” held up to 4 times per year - A non-profit association, church or school club hosts a multi-day event at their location where food is provided to members and guests. The event occurs no more than four times per year.</p> <p>Example: Winter Sanctuary</p> |
| LSCFO Registration Required | <p>Unlimited number of days - A non-profit charitable organization can apply for a registration which would allow an <u>unlimited number</u> of charitable feeding days.</p> <ul style="list-style-type: none"> • <i>All food preparation/distribution must follow “Best Management Practices” (BMPs). A packet outlining BMPs is provided at time of registration.</i> • <i>Food preparation at LSCFO location is limited to minimal food assembly, cutting/slicing to make foods such as: sandwiches, salad, pasta/sauce.</i> • <i>A limited service charitable feeding operation may distribute food in an outdoor location approved by EMD, that is not in or adjacent to the registered location.</i> • <i>Off-site food distribution is limited to no more than <u>4 hours per day</u>.</i> |
| Not allowed | <p>Preparing food in a private home and setting up a charitable food distribution or street feeding.</p> |

Food Pantries

No Permit or LSCFO Registration required

A non-profit charitable organization can operate a food pantry that provides food limited to:

- shelf-stable packaged, non-perishable food
- whole, uncut produce

A non-profit charitable organization that operates a food pantry ***under an agreement with a permitted food bank (e.g. partner agency)*** that provides:

- shelf-stable packaged, non-perishable food
- whole, uncut produce
- commercially prepared refrigerated or frozen foods
- eggs, dairy, and meat

LSCFO Registration required

Non-profit charitable organization ***not operating under an agreement with a permitted food bank*** that provides:

- shelf-stable packaged, non-perishable food
- whole, uncut produce
- commercially prepared refrigerated or frozen foods
- eggs, dairy, and meat

PLEASE NOTE: "Non-Profit Charitable Organization" means the group is registered as a 501c3.

Information on Obtaining an LSCFO Registration or Permit

Registration forms/application can be found on EMD website emd.saccounty.net. Applications may be completed and paid for in person or mailed to:

Sacramento County EMD

10590 Armstrong Ave,

Mather, CA 95655

Office Hours: Monday-Friday 8:00am - 4:30pm

Free Food Safety Training

Food Safety training is strongly recommended, but not required for an LSCFO. Further information about food safety training can be found on the EMD website at emd.saccounty.net.

EMD offers free food safety training classes several times a month at the EMD office.

NON-PROFIT CHARITABLE FEEDING OPERATION FAQ'S

1. Does the law require that a health permit be obtained prior to a non-profit charitable organization providing free food to the public?

If a registration or permit is needed, it should be obtained prior to providing food. Contact EMD at (916) 875-8440 for permitting requirements for a specific charitable feeding activity.

2. What is required if a non-profit organization conducts, or would like to conduct, food service activities beyond what is allowed as an LSCFO, such as cooking raw meats or raw chicken or cooling cooked chicken to make a chicken salad?

These activities cannot be done with an LSCFO registration. If the organization wishes to engage in cooking and preparation activities beyond the limits of the LSCFO registration, they will need to apply for a food facility permit. A site evaluation may be conducted to determine if upgrades are necessary for the kitchen.

3. Where can food be served or distributed?

Food can be distributed to the public from inside the LSCFO's building. The building may be a non-residential structure that meets minimum structural and operational requirements. Food may be distributed in an outdoor location that is not in/or adjacent to the registered location up to four hours per day. Other local governmental jurisdictions (planning department and/or community development agency, building department, fire department, police department, parks department, etc.) may have additional requirements for use of public areas.

4. Is food safety training required?

The LSCFO must meet certain CalCode requirements, as specified, and follow the Best Management Practices (BMP) in order to ensure food is handled safely. Food safety training through a Food Safety Manager Certificate or Food Handler Card program is not specifically required for LSCFOs; however BMPs require a sufficient level of food safety training and/or knowledge.

5. Will an inspection of the LSCFO be conducted?

Yes, one routine inspection of the operation will be conducted annually. An initial site visit may be conducted to determine eligibility and placement in the registration program.

6. I am not a non-profit organization but I want to prepare food such as beef stew or burritos at home. Can I distribute this food to those in need at a park or public area?

No, AB 2178 does not allow prepared foods made at home to be distributed to the public. In addition, AB 2178 requires the charitable feeding operation to be a non-profit.

7. What are the fines and/or penalties if a non-profit charitable feeding operation is operating without a registration or permit?

Initially, Environmental Management Department would start with education including information on how to obtain a registration or permit.

Enforcement options:

- Issue cease and desist notice to charitable feeders continuing to operate without registration.
- Conduct reinspections and office meetings as needed (fees may apply).