**DISPERSED FEEDING RECORD SHEET**

**(PACKED, CONTAINER OR HOSPITALITY MEALS)**

**INSTRUCTIONS**

**Form to be completed and sent out with any dispersed feeding where we are not serving the meals, complete by:**

* **Recording the Unit Name and Date**
* **Record the Name of the Dish or Packed Meal**
* **Record temperature of goods**
* **Record time left Kitchen**
* **Record details of the above when food arrives at feeding location**

**Guidance:**

* **Cold foods to be consumed within 4hrs when temp exceeds +5ºC.**
* **Hot foods to be consumed within 2hrs when temp drops below +63ºC**
* **Where a probe is not available all foods are to be consumed within 4hrs (cold) & 2hrs (hot) from the time entered on the table below**
* **Where foods cannot be consumed within the above time limitations then it must be discarded**
* **All items must be sent with accompanying allergen information as per the FIR Regulations 2014 (Amended 2019)**

**Unit/Galley/Mess/Kitchen: Date:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Dish** | Kitchen | Feeding Location | **Chef Signature****Print Name** | **Recipient Signature****Print Name** |
| Temp | **Time** | Temp | **Time** |
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