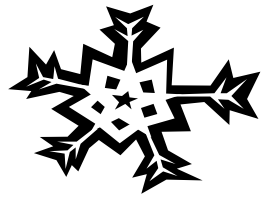


USDA FOODS Update

November/December 2011 Issue



Food Recalls

There have been several food recalls in the past few months, and we have received several calls from concerned schools throughout North Dakota. As a safety precaution, it is highly recommended that all schools sign up for free recall updates. Since many of the foods that are in the schools are purchased commercially, we may or may not have the information related to that specific recall. Your local distributor should make you aware of any recalled items that they have sold to you and what action that needs to be taken. If there is a recall on any USDA foods that we have supplied to you, we will notify you via email and request that those items be removed and/or destroyed.

To sign up for the free recall information, please go to www.recalls.gov. and follow these easy steps:

1. Click on the Food tab located at the top
2. Click on "Sign Up for Free Recall Updates by E-mail" (this is located towards the top and in red)
3. This takes you to the Dept. of Health and Human Services signup pages where you will:
 - a. Enter your email address and confirm same; and
 - b. Check the box titled FoodSafety.gov Recalls and Alerts under the FoodSafety.gov Updates section.

Please add these instructions to your websites. Food recalls are important to everyone! Thank you!!

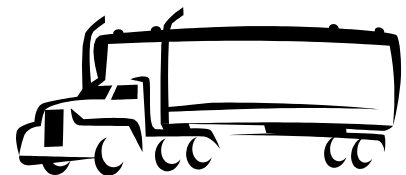
Complaint Corner



Contact our office if you experience any problems with USDA food. Send a detailed email message along with digital photos to: rmgonzalez@nd.gov. If two or more complaints are filed, a formal complaint will be sent to USDA.

Monthly USDA Food Delivery Schedule for 2012

<u>Route A</u>	<u>Route B</u>	<u>Route C</u>
January 2-6	January 9-13	January 16-20
February 6-10	February 13-17	February 20-24
March 5-9	March 12-16	March 19-23
April 2-6	April 9-13	April 16-20



If there are any changes in delivery dates and/or preference survey dates, your school will be notified via e-mail.

Please direct all your questions to Rene Gonzalez by e-mail or telephone at

1-888-338-3663. To see what route your school district is on,

go to: <http://www.dpi.state.nd.us/child/fdp/routes.pdf>

***The current fuel surcharge is 21%. This charge changes monthly

CNFD Website for more USDA Food information:

<http://www.dpi.state.nd.us/child/>

Click on Programs, then Food Distribution Programs, then under Resources click on Resources for School USDA Food Programs

Please ensure all kitchen personnel read the following:

This information is intended to help provide a better understanding of the preference survey, ordering, and shipping processes, and why we must put deadlines on monthly ordering. Please share this information with everyone in your school that is responsible for USDA food orders.

******Unlike commercial purchases, we are very limited with the time frame in which a survey is to be completed and when orders must be placed. The following information will give you insight into this process.******

Preference Surveys:

Surveys are put out each month, usually one to two months prior to delivery. Preference surveys are open for a two-week period. Though there is a preference survey schedule available on our website, this schedule is subject to change. It is important to read your emails to ensure you are completing surveys on time. DPI considers the completed survey your actual order; though we may make changes depending on food availability. Changes and/or additions will not be allowed unless there is an emergency situation. We are required to set a start and ending date.

Ordering of Processed Items:

After a survey is closed, orders are compiled and placed immediately for all processed foods. Additions or deletions cannot be made unless you notify DPI the same day the survey closes. Late orders are not accepted because they do not allow the processors adequate time to make and/or distribute the product to our warehouse. We order only what the schools are requesting and do not order excess processed foods. Processors require a minimum of three weeks turn-around time to get the products made and shipped to our warehouse. These products must be received into our warehouse the week before the warehouse begins staging deliveries for the upcoming month.

Warehouse/Shipping:

The warehouse begins printing manifests, staging, and pulling foods for shipment two weeks prior to the first week of monthly deliveries. No changes can be made to orders once Booth prints the manifests and starts staging the orders; therefore, any changes to orders will not be accepted. Orders must be completed in the system and any adjustments made before the warehouse can begin this process. The warehouse does have a delivery schedule, but it is subject to change. The warehouse will notify schools that are affected by such changes. The warehouse is contracted to deliver, Monday-Friday from 7:00 a.m. – 5:00 p.m., so your delivery could happen anytime between those hours during your expected delivery week.

Please note: DPI does not and cannot control the delivery dates or times, If you have questions about your delivery, please contact the warehouse directly at: (701)235-0096.