



Holiday Food Safety at Work

What would the holidays be without food? As we prepare for potlucks and parties at work, keep in mind these tips on how keep food safe.

Buying and Preparing Dishes

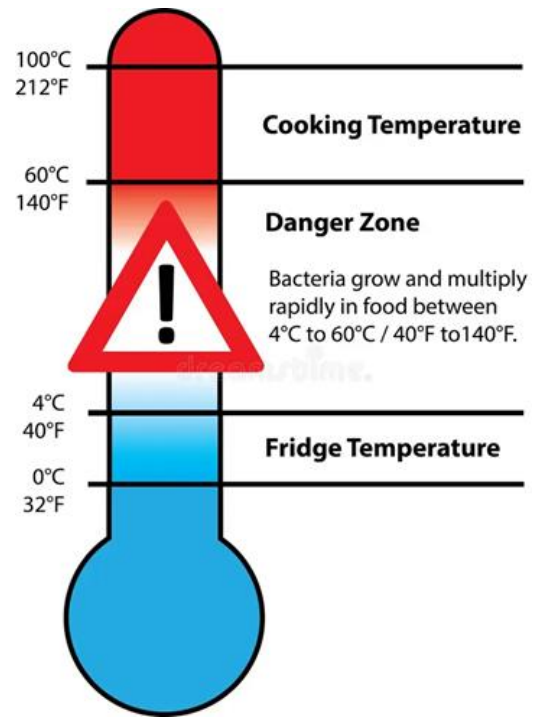
- **Keep raw meats separate** from all other foods
- **Wash hands** after using the restroom and before, during and after food prep
- **Keep kitchen clean** – clean countertops, cutting boards, and utensils often
- **Clean wash cloths** between uses, especially if used near raw meat
- **Thaw meat** (including turkey) in the refrigerator.
- Check the [Foodsafety.gov Safe Cooking Chart](https://www.foodsafety.gov/food-safety-chart) for cooking temperatures

Serving Your Meal

KEEP FOOD OUT OF THE DANGER ZONE

Keep hot foods hot. Hot food must be maintained above 140°F. Whether you are bringing hot food from home or picking up from a restaurant, consider how you are going to keep it hot. The closer to the meal you bring it, the better.

Keep cold foods cold. Most of our break areas have refrigerators to keep our food cold. It should be below 40°F. Don't overfill the refrigerator. Nest dishes in bowls of ice, if possible.



Think small. Arrange and serve food on several small plates instead of one large one. Keep the rest of the food either hot or cold.

Never serve raw eggs mixed into drinks or food.

If you are serving food from a buffet line, servers must wear gloves and hairnets.

Storing Leftovers

Refrigerate, reheat, or throw away perishable food after 2 hours at room temperature. Keep track of the time!

Reheat all leftovers to at least 165°F before serving again

For more information on food safety, watch this [FDA Food Safety Video](#)

A Word about Fundraising ...

All campus events, including fundraisers, must be pre-approved through Risk Management.

Home cooked foods, including baked goods, are **strictly prohibited** from sale during on-campus fundraising.

Opened food sold during a fundraising event must be obtained from a vendor licensed by the county Environmental Health Division.

Pre-packaged foods for sale must be obtained by a licensed facility and labeled with: the name of the food, ingredients, name and address of the manufacturer, net weight, and nutrition labeling.

Reporting a Foodborne Illness

If you believe that you have become ill after consuming food from a licensed food establishment, reach out to the Los Angeles County Environmental Health Division.

Online System: [FoodBorne Illness Complaints Los Angeles County](#)

Or Call: Environmental Health Customer Call Center at (888) 700-9995