



"...providing healthy and affordable food to Food Pantries and Feeding Programs in West Central Arkansas!"

FOOD INSPECTION CHECKLIST

Agency Name: _____

Date of Inspection: _____

- Food pantry is neat and clean
- Food pantry is locked so there is limited access to food
- Shelving is non-porous (it must be painted if made of wood; if made of metal, there must not be any rust on the shelves; all rusty areas must be sanded and then painted over.)
- Food must be stored at least six inches off the floor (food can't sit directly on the floor; it is okay to use pallets or boards to keep it off the floor.)
- There is not easy access for rodents or bugs such as holes in the wall or big space under the door to the pantry
- Dry Storage is filled out on the application and appears to be accurate
- Freezers space is filled out on the application and appears to be accurate
- Application has been filled out and signed in all appropriate places
- Form with people authorized to pick up food has been filled out and turned in
- Agency filling out application appears to meet requirements

Printed Name of Inspector: _____

Signed Name of Inspector: _____

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Office use only

- Approved
- Denied
- Reinspect (Reinspect date: _____)

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