

SOP: Temperature Control and Holding Requirements for Packaged Foods

This SOP details the **temperature control and holding requirements for packaged foods**, including proper storage temperatures, monitoring procedures, documentation, and corrective actions to ensure food safety and quality throughout handling and distribution. It emphasizes compliance with regulatory standards to prevent foodborne illnesses and maintain product integrity.

1. Purpose

To establish procedures for maintaining appropriate temperature control and holding of packaged foods to ensure safety, prevent spoilage, and comply with all applicable regulations.

2. Scope

This SOP applies to all employees involved in the receiving, storing, handling, transportation, and distribution of packaged foods.

3. Responsibilities

- Food handlers: Monitor and record product temperatures.
- Supervisors: Ensure compliance and respond to deviations.
- Management: Provide training and maintain temperature monitoring equipment.

4. Temperature Requirements

Food Type	Required Temperature	Notes
Refrigerated packaged foods	± 5°C (41°F)	Includes dairy, deli, cut fruits/vegetables
Frozen packaged foods	± -18°C (0°F)	Keep fully frozen at all times
Hot-held packaged foods	± 57°C (135°F)	Hot-hold at or above required temp
Shelf-stable packaged foods	Ambient (as per manufacturer)	Avoid direct sunlight, excess heat, or moisture

5. Monitoring Procedures

- Check and record temperatures at least every 4 hours using a calibrated thermometer or data logger.
- Immediately upon receipt of shipments, verify product and vehicle temperatures.
- Record all temperature measurements in the **Temperature Log Sheet**.
- Review logs daily for compliance.

6. Documentation

- Maintain temperature logs for a minimum of **12 months** or as required by local regulations.
- Log details must include: date, time, location, temperature, name/signature of employee, and corrective actions (if any).

7. Corrective Actions

- If temperatures fall outside required range:
 - Isolate affected products immediately.
 - Contact supervisor or manager for direction.
 - Evaluate product for safety before use or distribution, discard if necessary.
 - Record details and actions taken in the Temp Log and Incident Report.
- Calibrate or replace faulty thermometers or equipment as needed.

8. Training

- All staff must receive annual training on temperature control SOPs and use of monitoring equipment.

- Provide refresher training following any changes to SOP or equipment used.

9. References

- US FDA Food Code (latest edition)
- USDA Temperature Control Guidelines
- Local health department regulations
- Manufacturer storage instructions

10. Review and Revision

This SOP is to be reviewed annually or when changes in process, equipment, or regulations occur. Document revision history and approvals.

Effective Date: _____

Prepared by: _____

Approved by: _____

Version: 1.0