



To: National School Lunch Program Sponsors
From: Brigitte Hires, Administrator, Office of Nutrition
Date: November 8, 2024
Re: Food Safety Requirements in School Nutrition Programs

Introduction

Schools participating as sponsors of School Nutrition Programs (SNP) agree to maintain health and sanitation standards that meet the requirements for storing, preparing and serving food. Sponsors must maintain facilities that comply with health standards required by applicable Federal, State and local laws and regulations.

Policy

There are three food safety requirements specified in [7 CFR 210.13](#) that sponsors must meet:

1. Sponsors must request two food safety inspections from their local health department each school year for every location participating in SNP.
2. The most recently conducted food safety inspection report must be posted in a publicly visible location and provided to any member of the public upon request.
3. Sponsors must develop and implement a written food safety program based on Hazard Analysis Critical Control Point (HACCP) principles as found in 7 CFR 210.13(c). The HACCP plan must cover any facility or part of a facility where food is stored, prepared or served.

In addition to the above requirements, sponsors must report the number of food safety inspections conducted at each site annually. The form for completing this report is located in the Claims Reimbursement and Reporting System.

For additional information on School Nutrition Program safety requirements, please contact your assigned education program specialist or the Office of Nutrition at (614) 466-2945.

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