

# HAWAII FOODBANK

## Donation Guidelines

### **Refrigerated manufacturer-packaged products**

(hot dogs, lunchmeats and cheeses, and related items. These fully cooked, processed foods are allowable for donation, distribution per manufacturer's instructions.)

#### Condition

- Product should be in original packaging
- Original packaging in direct contact with food
- Securely sealed (unopened)
- Labeled and dated as appropriate

#### Handling and Storage

- Product should be frozen on or before the expiration date
- Product should be stored at 0° F or less while awaiting pickup

#### Non-Acceptable Conditions

- Food kept in the danger zone more than two hours
- Non-food-grade packaging in direct contact with food
- Damaged or compromised packaging resulting in discoloration of product
- Defrosted product or evidence of ice crystals
- product with severe freezer burn

### **Fresh/ Frozen Meat, Poultry, Fish**

#### Condition

- Product should be in original packaging
- Food grade packaging in direct contact with food
- Securely closed and separated by food groups(e.g. beef, pork, poultry) to avoid cross contamination
- Labeled and dated as appropriate

#### Handling and Storage

- Freeze all raw products prior to pick-up
- Product should be frozen on or before the expiration date
- Product should be stored at 0° F or less while awaiting pickup

#### Non-Acceptable Conditions

- Food kept in the danger zone more than two hours
- Non-food-grade packaging in direct contact with food
- Damaged or compromised packaging resulting in discoloration of product
- Defrosted product or evidence of ice crystals
- Product with severe freezer burn

### **Dairy Products**

#### Condition

- Product should be unopened in original packaging
- Food grade packaging in direct contact with food

#### Handling and Storage

- Refrigerated products should be stored at 40° F or less while awaiting pickup
- If frozen, product should be stored at 0° F or less while awaiting pickup

### Non-Acceptable Conditions

- Damaged or compromised packaging resulting in the loss of sanitary barrier protection
- Expired products
- Dough items

### **Fresh Produce**

#### Condition

- Product should be in original packaging and bags or food grade packaging (produce boxes) for all repacked product
- Chopped produce should be securely closed in food grade packaging with each vegetable or fruit packaged separately (original, unopened packaging)

#### Handling and Storage

- Store in a cool, dry, clean area
- Box vegetables & fruits separately
- Refrigerated products should be stored at 40° F or less while awaiting pickup

#### Non-Acceptable Conditions

- decay
- Any signs of molding
- trimmings

### **Baked Goods**

#### Condition

- Fresh, day-old bread, bagels, and other bakery items
- Food grade packaging in direct contact with food, securely closed
- Bread product separately packaged from other baked goods
- Labels that must show as a minimum:
  - a) what the product is
  - b) ingredients
  - c) date

#### Handling and Storage

- Store in a cool, dry, clean area

#### Non-Acceptable Conditions

- Mold, damaged or compromised packaging resulting in loss of sanitary barrier protection
- Product not in food grade packaging

### **Prepackaged Foods-Non-Perishable (Canned Goods)**

#### Condition

- Fully intact original cans with labels that are legible and must show as a minimum:
  - a) what the product is
  - b) ingredients
  - c) net weight
  - d) manufacture
- Slightly dented canned goods

#### Handling and Storage

- Cool, dry clean area

#### Non-Acceptable Conditions

- Opened, punctured, bulging or serious can damage, including evidence of leakage
- Soiled labels

### **Prepackaged Foods-Non-Perishable (Glass Jars & Plastic Bottles)**

#### Condition

- Fully intact original packaging with labels that are legible and must show as a minimum:
  - b) what the product is b) ingredients c) net weight d) manufacture

#### Handling and Storage

- Cool, dry clean area

#### Non-Acceptable Conditions

- Opened, punctured or bulging jar top
- Glass that is broken or chipped
- Soiled labels

### **Prepackaged Foods-Non-Perishable (Boxes or Bags)**

#### Condition

- Original boxes or cases
- Labels that must show as a minimum:
  - b) what the product is b) ingredients c) net weight d) manufacture

#### Handling and Storage

- Cool, dry clean area

#### Non-Acceptable Conditions

- Opened, punctured, or damaged packaging resulting in the loss of the sanitary barrier protection
- Soiled labels

### **Prepackaged Non-Foods**

#### Condition

- Unopened original container with labels that are legible and show as a minimum
  - a) what the product is b) ingredients c) net weight d) manufacture

#### Handling and Storage

- Cool, dry clean area

#### Non-Acceptable Conditions

- Glass that is broken or chipped
- Soiled labels

*Note: non-food items should be boxed separately from edible product*

Frozen Foods	Frozen (0°F or below)
Bread, bagels	3 months
Chicken, nuggets/patties	2 months
Desserts, frozen baked goods	3-4 months
Desserts, frozen cream pies	1-2 months
Desserts, frozen fruit pies	6-8 months
Dinners, pies, casseroles, shrimp, ham. Pork or sausage	3-4 months
Dinners: beef, turkey, chicken, or fish	6 months
Dough, bread	1 month, longer storage inactivates yeast , weakens gluten
Dough, cookie	3 months
Pasteurized eggs in carton	1 year, purchased frozen, unopened, never thawed
Fish, breaded	4-6 months
Ice Pops	6 months
Fruit, frozen	4 months
Ice cream	2-4 months
Juice concentrate	1 years
Soy meat substitutes	12-18 months
Vegetables	8 months
Waffles, pancakes	2 months
Whipped topping, non dairy tub	6 months

Meats	Refrigerated (40°F or below)	Frozen (0°F or below)
<b>Fish/Seafood: Uncooked</b>		
Fatty fish (salmon, mackerel, perch, bluefish)	n/a	3-6 months
Lean fish (cod, flounder, sole, haddock, pollock)	n/a	12 mnths
Shrimp, raw	n/a	9 months
Crab, canned	n/a	Do not freeze
Crab, legs	n/a	9-12 months
Oysters, shucked	n/a	3-4 months
Lobster Tails raw	n/a	6-9 months
Scallops, raw	n/a	3-6 months
<b>Fish/Seafood: Cooked</b>		
Fatty fish (salmon, mackerel, perch, bluefish)	n/a	3-6 months
Lean fish (cod, flounder, sole, haddock, pollock)	n/a	3-6 months
Shrimp and other Shellfish	n/a	3-6 months
<b>Meats, Raw</b>		
Beef Roasts	n/a	1 year
Beef Steaks	n/a	1 year
Pork Roasts	n/a	1 year
Pork Chops	n/a	1 year
Lamb Roasts	n/a	1 year
Lamb Steaks/Chops	n/a	1 year
Poultry: Chicken or Turkey, whole cuts	n/a	1 year
Ground Meats (beef, pork, lamb or poultry)	n/a	9-12 months
<b>Meats, Processed</b>		
Bacon, unopened	2 weeks	6 months
Bacon, opened	1 week	2 months
Chicken, Fried	4 days	4 months
Chicken, Nuggets/Patties	2 days	3 months
Ham, unopened	2 weeks	1 year
Ham, opened	1 week	1-2 months
Hot Dogs, unopened	2 weeks	9 months
Luncheon meats, deli slice or opened	3-5 days	Do not freeze
Luncheon meats, unopened commercial package	2 weeks	1-2 months
Pepperoni, Salami	1 month	6 months
Sausage, raw	2 days	6 months
Sausage, smoked links or patties	1 week	9 months

Shelf-Stable Foods	Shelf Life After Code Date
<b>Baby Food</b>	
Cereal: dry mixes	Expiration date on package
Food in Jars, cans	Expiration date on package
Formula	Expiration date on package
Juice	1 year
<b>Canned Food</b>	
Beans	3 years
Fish: salmon, tuna, sardines, mackerel	3 years
Frosting, canned	10 months
High-acid foods	
- fruit (including applesauce, juices)	} 1-2 years
- pickles, sauerkraut	
- baked beans w/mustard/vinegar	
- tomatoes, tomato-based soups & sauces	
Low-acid foods	
- gravy, soups/broths that aren't tomato-based	} 2-3 years
- pasta, stews, cream sauces	
- vegetables (not tomatoes)	
Meat: beef, chicken, pork, turkey	2-3 years
Pie filling	3 years
<b>Condiments, Sauces, Syrups</b>	
UHT milk	
Broth: beef, chicken or vegetable	
Soup	
Fruits	
Vegetables	
<b>Condiments, Sauces, Syrups</b>	
Barbeque sauce (bottled)	1 year
Frosting, canned	10 months
Gravy (dry mix envelopes)	2 years
Honey	2 years --remains safe after crystallization. To use, simply immerse closed container in hot (not boiling) water until honey liquifies
Jams, jellies, preserves	18 months
Ketchup, cocktail, or chili sauce: jar, bottle, or packet	18 months
Mayonaise, jar, bottle or packet	3-6 months
Molasses	2 years
Mustard: jar, bottle or packet	2 years
Olives	18-24 months
Pickles	1 year canned 2 years, jarred--discard if inside of lid is rusty open opening
Salad dressings: bottled	1 year

Shelf-Stable Foods (continued)	Shelf Life After Code Date
<b>Condiments, Sauces, Syrups (continued)</b>	
Spaghetti sauce, canned	18 months
Spaghetti sauce, jarred	18 months
Syrup, chocolate	2 years
Syrup, corn	2 years
Syrup, pancake	2 years
Vinegar	2 years
Worcestershire sauce	2 years
<b>Dry Goods</b>	
Baking Mix, pancake	9 months
Baking mixes (brownie, cake, muffin, etc.)	12-18 months
Baking powder	18 months
Baking soda	indefinite if kept dry
Beans, dried	1 year
Bouillon: beef or chicken	12-24 months
Bouillon: vegetable	12-24 months
Bread , commercially prepared (including rolls)	3-5 days
Cakes, commercially prepared	3-5 days at room temp 3 months stored frozen
Candy (all, including chocolate)	9 months, caramel 18 months, chocolate 36 months, hard candy
Casserole Mix	9-12 months
Cereal, cold	1 year
Cereal, hot	1 year
Cookies	4 months
Cornmeal	1 year at room temp 2+ years frozen
Crackers	8 months Except graham crackers, 2 months
Flour, white (all purpose or cake)	1 year
Flour, whole wheat	6 months (keeps longer if refrigerated or frozen)
Fruit, dried	6 months (keeps longer if refrigerated or frozen)
Macaroni and Cheese, mix	6-12 months
Nuts, out of shell	6-12 months, bagged 12-24 months, canned
Nuts, in shell	6-12 months, bagged 12-24 months, canned
Oatmeal	12 months
Oil, olive, vegetable , salad	6 months
Pasta, dry (egg noodle)	2-3 years
Pasta, dry (no egg)	2-3 years
Peanut Butter	18 months
Popcorn, kernels	2 years
Popcorn, commercially popped and bagged	2-3 months
Popcorn, microwave packets	1 year

Shelf-Stable Foods (continued)	Shelf Life After Code Date
<b>Dry Goods (continued)</b>	
Potatoes, mashed, instant flakes	1 year
Pretzels	6-8 months
Pudding, prepared/shelf stable	1 week
Rice, brown	1 year
Rice, white	2 years
Rice-based mixes	6 months
Shortening, vegetable	8-12 months
Spices	up to 4 years, whole spices up to 2 years, ground spices Spices lose flavor over time but remain safe to use indefinitely
Stuffing mix	9-12 months
Sugar, brown (light or dark)	18 months
Sugar, confectioners	18 months
Sugar, white	2+ years
Sugar substitute	2 years
Toaster pastries	6 months, fruit 9 months, no fruit
Tortillas	3 months, shelf or refrigerator 6 months, freezer Do not use if they develop mold or harden
<b>Shelf -Stable Beverages</b>	
Cocoa Mixes	36 months
Coffee Creamer, liquid shelf stable	9-12 months
Coffee creamer, powdered	2 years
Coffee, ground	2 years
Coffee, instant	1-2 years
Coffee, whole bean	1 year, vacuum packed
Instant breakfast	6 months
Juice, bottle, shelf-stable	9 months
Juice, box	4-6 months
Juice, canned	18 months
Juice concentrate, shelf-stable	
Milk, evaporated	1 year
Milk, non-fat dry	1 year
Milk-shelf stable UHT	6 months
Milk, sweetened condensed	1 year
Nutritional aid supplements (Boost, Ensure, etc.)	1 year
Rice milk, shelf stable	6 months
Carbonated beverages (soda/seltzer water)	3 months, bottles (all) 3 months, diet (cans) 9 months, regular soda or seltzer (cans)
Soy milk, shelf stable	6 months
Tea, bagged	18 months
Tea, instant	3 years



Shelf-Stable Foods	Shelf Life After Code Date
<b>Shelf -Stable Beverages (continued)</b>	
Water	indefinite: store in cool, dark place away from chemicals
Water, flavored	indefinite: store in cool, dark place away from chemicals

Dairy and Cooler Items	Refrigerated (40°F or below)	Frozen (0°F or below)
Butter	2-3 months	1 year
Buttermilk	10-14 days	Freezes poorly
Cheese Trays	2 weeks	Do not freeze
Cheese, Cottage	10-15 days	Freezes poorly
Cheese, Cream	2 weeks	Freezes poorly
Cheese, hard	6 months	6-8 months
Cheese, soft	1-2 weeks	6 months
Cheese, processed	3-4 weeks	6 months
Coffee Creamer , liquid refrigerated	3 weeks	Follow instructions on package
Cream, Half & Half	3-4 days	4 months, use for cooking
Cream, Heavy	10 days	3-4 months, shake upon thawing to loosen; use for cooking
Cream, Light	1 week	3-4 months, use for cooking
Crust, pie or pizza ready to bake	Sell-by date	2 months
Dips, made with sour cream	2 weeks	Do not freeze
Dough, niscuit	Sell-by date	Do not freeze
Dough, bread or pizza	Sell-by date	Do not freeze
Dough, cookie	Sell-by date	2-3 months
Eggs, in shell	4-5 weeks	Do not freeze
Eggs, pasteurized carton egg substitute, unopened	10 days	1 year
Eggs, pasteurized carton real eggs. Unopened	10 days	1 year
Juice, purchase refrigerated	3 weeks	8-12 months
<b>**MINUTE MAID/TROPICANA - CANNOT DISTRIBUTE</b>		
<b>AFTER EXPIRATION DATE.</b>		
Margarine	6 months	12 months
Milk (not shelf stable)	1 week	1-3 months, use for cooking
Pudding, purchased refrigerated	1-2 days	Do not freeze
Salad dressing, refrigerated packets	3 months	Do not freeze
Sour cream	2-3 weeks	Do not freeze
Whipped cream, aerosol	3-4 weeks	Do not freeze
Whipped topping, aerosol	3 months	Do not freeze
Whipped topping, non-dairy tub	2 weeks	14 months; do not freeze once thawed
Yogurt	10-14 days	1-2 months

Prepared Items/Deli Food	Refrigerated (41°F or below)	Frozen (0°F or below)
Chicken, Roasted or Fried	3-4 days	4-6 months
Fruit, cut	Best By Date	Do Not Freeze
Guacamole	5-7 days	6 months
Hummus, Pasturized	3 months	Do Not Freeze
Hummus, with Preservatives	2 months	Do Not Freeze
Hummus, traditional (no preservatives, not pasteurized)	7 days	Do Not Freeze
Main dishes, meals	3-4 days	2-3 months
Meats in gravy or broth (including meat pies)	1-2 days	6 onths
Pasta, fresh	1 week	1 month
Salads, prepared (macaroni, egg, potato, chicken, tuna, etc.)	3-5 days	Do Not Freeze
Sauces, Egg-Based (Hollandaise, etc.)	10 days	Do Not Freeze
Side dishes, cooked vegetables	3-4 days	1-2 months
Side dishes, potato-based (not salad)	3-4 days	1-2 months
Side dishes, rice	3-4 days	1-2 months
Soups, Stews	2-3 days	4-6 Months
Spinach, salad greens (bagged)	Date on bag	Do Not Freeze