

SANDWICH PREPARATION, STORAGE, & DELIVERY

Know the Drill, Always Chill

TWO-HOUR RULE: Except for two total hours, deli meat must be always kept at or below 40° F (refrigerator temperature). The two-hour period is cumulative and includes all the time the food has been above 40° F, including during purchase, delivery, preparation, and transportation. This is called the Two-Hour Rule. Deli meat must never be in temperatures above 80° F. Sources: USDA, FDA, CDC

Purpose of this Document

The purpose of this document is to establish standards for The Sandwich Project in food safety and handling.

Preparing to Make Sandwiches

- Take a cooler and ice packs to the store for meat and cheese transport. Go directly home. Refrigerate meat and cheese immediately.
- Purchase the same quality ingredients that you would feed your own family! However, do not use over-the-counter deli sliced meats - use packaged meat only.
- Check expiration dates before you buy meat, cheese, and bread. The "use by" date must be at least 7 days before you drop off sandwiches at a host home.
- Keep opened meat packages for no longer than 3 days in the refrigerator.
- Even if packages are sealed and unopened and the expiration period has not expired, do not use them after 2 weeks from the purchase date.

Making Sandwiches

- To ensure that food is delivered fresh and safe on Thursdays, do not make sandwiches before Tuesday evening. Sandwiches must always be delivered to a host home within 24 hours of preparation.
- Clean and cover all counters for sandwich preparation.
- Wear gloves. Wash your hands before you put on your gloves.
- Keep meat and cheese refrigerated, taking only one package at a time.

Transporting Sandwiches

- Use a cooler with ice packs and transport directly to a nearby host home.
- Never put warm sandwiches into a cooler!
- Use only TSP-issued labels: Deli or PB&J.

The Sandwich Project (TSP) is a 501(c)(3) non-profit organization
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