

DAILY FOOD PRODUCTION RECORDS

Production records are documentation of the type and amount of food produced for reimbursable meals. They are also a planning tool. They provide a record that the meals served met federal Child Nutrition requirements.

Daily food production records should include the following:

- A) Menu Item – list food item(s) as it appears on the menu. One menu item may provide two meal components, for example, pizza.
- B) Recipe Number/Code – the number of the standardized recipe used to produce the final product. USDA recipes are assigned numbers. Code is vendor code number.
- C) Portion Size – the amount of each menu item to be served for a specific age/grade group. Example: 6 chicken nuggets, 2 oz. hamburger patty.
- D) Number of portions planned.
- E) Quantity of Food Used – the actual amount of food used in preparation given in units, such as pounds, #10 cans, dozens, pieces, etc.
- F) Cooking Time/Temp – record internal temperature of food item upon completion of reaching the required cooking temperature. Record time temperature of food item(s) is taken.
- G) Corrective Action Code – if corrective action is necessary, list SOP number based on NFSMI HACCP based SOPs. (Note corrective action taken on corrective action log, located in food safety plan manual at each prep or serving site)
- H) Serving Time/Temp – record internal temperature of food item(s) prior to serving. Record time temperature of food item(s) is taken.
- I) Actual number of portions prepared.
- J) Actual number of portions served.
- K) Leftovers – leftovers are counted after students have been served, but before food is thrown away. There should not be zero portions listed as left over for each item.

Other information that is often seen on production records that provides helpful information, but is not required:

Leftover Code – freezer, cooler, waste.

Substitutions – must indicate what foods were substituted for the planned food.

Comment space to note special conditions that may affect participation, ie: field trips, flu season, bad weather.

Note: Central or base kitchens should keep records of the amount of food shipped to each satellite or receiving kitchen as well as total production for that site.

DAILY FOOD PRODUCTION RECORD							Site Name:						Date:					
Offer vs. Serve		<input type="checkbox"/>	Yes		HACCP PROCESS APPROACH	RECIPE # OR CODE	SERVING PORTION SIZE	COOKING TIME/ TEMP	SERVING TIME/ TEMP	GRADE GROUP	PLANNED # SERVINGS			AMOUNT USED (LB. OR QTY)	ACTUAL # SERVINGS			LEFTOVER AND CODE
LUNCH MENU											STUDENT	A LA CARTE	ADULT		STUDENT	A LA CARTE	ADULT	
Meat/Alternate*1 oz (K-8) 2 oz (9-12)																		
**Vegetables *3/4 C (K-8) 1 C (9-12)																		
Fruits *1/2 C (K-8) 1 C (9-12)																		
Grains (oz eq) *1 ea (K-8) 2 ea (9-12)																		
	Whole Grain:																	
	Whole Grain:																	
	Other:																	
	Other:																	
Fluid Milk *1 C																		
	Low Fat (≤1%)Unflavored																	
	Fat Free-Flavored																	
	Fat Free-Unflavored																	
Condiments / Other Foods																		
	Ketchup:																	
	Mustard:																	
	Mayonnaise:																	
	Ranch Dressing:																	

*Minimum Daily Amount
**Vegetable Key: DG = Dark Green, B = Beans/Legumes, S = Starchy, R = Red/Orange, O = Other

Week 1

Monday

2 ounces roast pork (CND#50411; USDA Food # A672; MM recipe# 1281)

1 cup steamed brown rice (USDA Food # 100499/B545; MM recipe # 1282)

1 cup USDA Recipe I-13 - Orange Glazed Sweet Potatoes (1 cup Red/Orange veg) [CND# 50185; MM recipe # 1299]

1 cup grapes (CND#5131; MM recipe # 1297)

1 cup 1 % milk (CND# 1082; MM recipe # 1280) OR

1 cup nonfat milk [CND#1085; MM recipe #1234]

*daily salad

Tuesday

1 cup USDA Recipe D-22 - Ground Beef & Macaroni (2 .5 oz Meat/Meat Alternate, 1/4 cup Red/Orange veg, tomatoes 1/8 cup Onion, other veg), 1 oz eq Grains- non WGR) [CND# 50100; MM recipe #1300]

1 (1 oz) whole wheat roll (1 oz eq Whole Grain Rich Grains) [CND# 18348; MM recipe #1284]

1 teaspoon margarine (regular 80% fat) [CND# 4073; MM recipe #1301]

1/2 cup steamed fresh zucchini (1/2 cup other veg) [CND# 11478; MM recipe #1285]

1 banana- medium (1/2 cup fruit) [CND# 9040; MM recipe # 1244]

1 portion USDA Recipe C-01 - Apple Cobbler- (1/2 cup fruit and 1 oz eq Grains) – Non- Whole Grain Rich [CND# 50038; MM recipe # 1283]

1 cup 1% milk (CND# 1082; MM recipe # 1280) OR

1 cup nonfat milk [CND#1085; MM recipe #1234]

Wednesday

1/2 cup USDA Recipe E-05 - Chicken salad (2 oz Meat/Meat Alternate) [CND# 50329; MM recipe # 1286] with

2 slices whole wheat bread (2 oz eq Whole Grain Rich Grains) [CND# 18075; MM recipe # 1287]

1 cup fresh steamed broccoli and cauliflower (1/2 cup other veg, 1/2 cup dark green veg) [CND#s 11136 and 11091; MM recipe#s 1289 & 1288]

1 cup fresh strawberries, sliced (1 cup fruit) [CND# 9316; MM recipe# 1302]

1 cup 1% milk (CND# 1082; MM recipe # 1280) OR

1 cup nonfat milk [CND#1085; MM recipe #1234]

*daily salad

Thursday

1 portion (73 grams) USDA Recipe D-46 - Baked Cajun Fish (2 oz Meat /Meat Alternate) [MM recipe # 1146]

2.0 pieces USDA Recipe B-09 - Cornbread (2 oz Whole Grain Rich) [modified USDA Recipe to ww flour/whole grain cornmeal] [MM recipe #1298]

1 teaspoon margarine (regular 80%) [CND# 4073; MM recipe # 1301]

2/3 cup USDA Recipe I-06 - Baked Beans (1/2 cup legume veg) [CND# 50178; MM recipe # 1213]

1 cup romaine salad with (1/2 cup green veg) [CND# 11251; MM recipe # 1291]

2 tablespoons USDA Recipe E-15 - Italian Dressing (CND# 50137; MM recipe #1164)

1 cup canned apricot halves in light syrup (1 cup fruit) [CND# 50361; USDA Food #A360; MM recipe # 1293]

1 cup 1 % milk (CND# 1082; MM recipe # 1280) OR

1 cup nonfat milk [CND#1085; MM recipe #1234]

*daily salad

Friday

1 slice cheese pizza with whole grain crust -1 slice = 131.8 grams - (2 oz Meat Alternate, 2 oz eq Whole Grain Rich Grains, 1/8 cup Tomato Paste, other veg) [CND# 117557; MM recipe# 1294]

1/2 cup peas, cooked from frozen, drained, w/o salt (1/2 cup starchy veg) [USDA Food 100350/A160; CND# 50488; MM recipe #1340]

1/2 cup cherry tomatoes (1/2 cup Red/Orange veg) [copy of CND# 115529; MM item # 900006; MM recipe # 1296] with

2 tablespoons USDA Recipe E-13- Creamy Dip for Vegetables [CND# 50134; MM recipe # 1162]

1 cup peach slices - light syrup (CND# 50368, USDA Food #A409, MM recipe # 1292)

1 cup 1 % milk (CND# 1082; MM recipe # 1280) OR

1 cup nonfat milk [CND#1085; MM recipe #1234]

*Daily salad: 1 cup romaine (credits as 1/2 cup dk green), 1/4 cup tomato (R/O), 1/4 cup cucumber (other)

DAILY FOOD PRODUCTION RECORD							Site Name:							Date:				
Offer vs. Serve			<div><div></div></div>	Yes	HACCP PROCESS APPROACH	RECIPE # OR CODE	SERVINGP ORTION SIZE	COOKING TIME/ TEMP	SERVING TIME/ TEMP	GRADE GROUP	PLANNED # SERVINGS			AMOUNT USED (LB. OR QTY)	ACTUAL # SERVINGS			LEFTOVER AND CODE
LUNCH MENU											STUDENT	A'LA CARTE	ADULT		STUDENT	A'LA CARTE	ADULT	
Meat/Alternate*1 oz (K-8) 2 oz (9-12)																		
Baked Cajun Fish					2	D-46	2 oz	150	150	9 - 12	150	10	5	1-10lb case	145	4	2	9 W
**Vegetables *3/4 C (K-8) 1 C (9-12)																		
B	Baked Beans				2	1213	1/2 cup	150	145	9 - 12	150	10	5	7 #10cans	140	8	3	14 W
DG	Romaine Salad				2	1291	1/2 cup		40	9 - 12	150	10	5		130	10	4	21 W
Fruits *1/2 C (K-8) 1 C (9-12)																		
Canned Apricot Halves/ Light Syrup					1	A360	1 Cup	40	40	9 - 12	150	10	5	7 #10cans	145	10	5	0
Grains (oz eq) *1 ea (K-8) 2 ea (9-12)																		
	Whole Grain: Corn Bread				1	B-09	2 oz		130	9 - 12	160	10	5	7 9x13pans	150	10	5	10 W
	Whole Grain:																	
	Other:																	
	Other:																	
Fluid Milk *1 C																		
X	Low Fat (≤1%)Unflavored				1	1280	1 Cup	40	40	9 - 12	75	0	0	2 crates	75	0	0	0
X	Fat Free-Flavored				1	1234	1 Cup	40	40	9 - 12	75	0	0	2 crates	75	0	0	0
	Fat Free-Unflavored																	
Condiments / Other Foods																		
	Ketchup:																	
	Mustard:																	
	Mayonnaise:																	
	Ranch Dressing:																	
	Italian Dressing				1	1164	2 Tbsp.	40	40	9 - 12	150	10	5	10 lbs	150	10	5	0
	Margerine				1	1301	1 Tbsp.	40	40	9 - 12	150	10	5	10 lbs	150	10	5	0

*Minimum Daily Amount

**Vegetable Key: DG = Dark Green, B = Beans/Legumes, S = Starchy, R = Red/Orange, O = Other

	Breakfast Meal Pattern			Lunch Meal Pattern		
	Grades K-5 ^a	Grades 6-8 ^a	Grades 9-12 ^a	Grades K-5	Grades 6-8	Grades 9-12
Meal Pattern	Amount of Food ^b Per Week (Minimum Per Day)					
Fruits (cups) ^{c,d}	5 (1) ^e	5 (1) ^e	5 (1) ^e	2½ (½)	2½ (½)	5 (1)
Vegetables (cups) ^{c,d}	0	0	0	3¾ (¾)	3¾ (¾)	5 (1)
Dark green ^f	0	0	0	½	½	½
Red/Orange ^f	0	0	0	¾	¾	1¼
Beans/Peas (Legumes) ^f	0	0	0	½	½	½
Starchy ^f	0	0	0	½	½	½
Other ^{f,g}	0	0	0	½	½	¾
Additional Veg to Reach Total ^h	0	0	0	1	1	1½
Grains (oz eq) ⁱ	7-10 (1) ^j	8-10 (1) ^j	9-10 (1) ^j	8-9 (1)	8-10 (1)	10-12 (2)
Meats/Meat Alternates (oz eq)	0 ^k	0 ^k	0 ^k	8-10 (1)	9-10 (1)	10-12 (2)
Fluid milk (cups) ^l	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)
Other Specifications: Daily Amount Based on the Average for a 5-Day Week						
Min-max calories (kcal) ^{m,n,o}	350-500	400-550	450-600	550-650	600-700	750-850
Saturated fat (% of total calories) ^{n,o}	< 10	< 10	< 10	< 10	< 10	< 10
Sodium (mg) ^{n,p}	≤ 430	≤ 470	≤ 500	≤ 640	≤ 710	≤ 740
Trans fat ^{n,o}	Nutrition label or manufacturer specifications must indicate zero grams of trans fat per serving.					

^aIn the SBP, the above age-grade groups are required beginning July 1, 2013 (SY 2013-14). In SY 2012-2013 only, schools may continue to use the meal pattern for grades K-12 (see § 220.23).

^bFood items included in each food group and subgroup and amount equivalents. Minimum creditable serving is ¼ cup.

^cOne quarter-cup of dried fruit counts as ½ cup of fruit; 1 cup of leafy greens counts as ½ cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.

^dFor breakfast, vegetables may be substituted for fruits, but the first two cups per week of any such substitution must be from the dark green, red/orange, beans and peas (legumes) or "Other vegetables" subgroups as defined in §210.10(c)(2)(iii).

^eThe fruit quantity requirement for the SBP (5 cups/week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^fLarger amounts of these vegetables may be served.

^gThis category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purposes of the NSLP, "Other vegetables" requirement may be met with any additional amounts from the dark green, red/orange, and beans/peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

^hAny vegetable subgroup may be offered to meet the total weekly vegetable requirement.

ⁱAt least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013), and in the SBP beginning July 1, 2013 (SY 2013-2014). All grains must be whole grain-rich in both the NSLP and the SBP beginning July 1, 2014 (SY 2014-15).

^jIn the SBP, the grain ranges must be offered beginning July 1, 2013 (SY 2013-2014).

^kThere is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013 (SY 2013-2014), schools may substitute 1 oz. eq. of meat/meat alternate for 1 oz. eq. of grains after the minimum daily grains requirement is met.

^lFluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat-free (unflavored or flavored).

^mThe average daily amount of calories for a 5-day school week must be within the range (at least the minimum and no more than the maximum values).

ⁿDiscretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium. Foods of minimal nutritional value and fluid milk with fat content greater than 1 percent milk fat are not allowed.

^oIn the SBP, calories and trans fat specifications take effect beginning July 1, 2013 (SY 2013-2014).

^pFinal sodium specifications are to be reached by SY 2022-2023 or July 1, 2022. Intermediate sodium specifications are established for SY 2014-2015 and 2017-2018. See required intermediate specifications in § 210.10(f)(3) for lunches and § 220.8(f)(3) for breakfast