

## Receiving Goods

There are three things to look out for when receiving goods from a supplier:

1. Contamination of food that is ready-to-eat
2. Contamination of dry and canned stock
3. Growth of food poisoning bacteria in transit

These are the things you have to do to avoid these things happening:

1. Buy only from reputable suppliers, be sure that raw food is not transported with ready-to-eat foods, be sure vehicle transporting the goods is clean inside.
2. Specify on your PRODUCT SPECIFICATION LIST that you won't accept damaged packages or tins
3. Specify the **temperature** of food you will accept upon delivery:
  - 1°C – 5°C for perishable cold foods
  - Frozen foods to be frozen solid

So basically **YOU** set the standards you expect with the supplier when you first contract with them to supply –

and then you follow up on these standards at each delivery. **Use the checklist below and a probe thermometer.**

- A bad mistake is to allow suppliers to unload goods at your business – sometimes even into your own coldroom or freezer without supervision. This is just inviting trouble – even if you have dealt with the same supplier for years.
- Be sure to pack the food away **immediately** upon delivery – this may mean you have to change some delivery times so that they are more convenient for your staff to be on hand when the delivery occurs.
- To save time, you could have the form already filled in with the supplier name, and the products you are expecting before the truck arrives.

