

Rethink Food

75 Broad Street, Suite 707 | New York, NY 10004
www.rethinkfood.org

Traceability Plan

Throughout the kitchen, we will use colored tape and stickers to identify halal products, along with designated locations in the protein fridge. All labeling for halal items and utensils / small wares used in production will be marked with purple. Additionally, our production shift will be split into two parts - with the first section only for halal meals. The second portion will be for non-halal designated meals.

Protein Fridge

All meat is stored in a protein-only fridge. All purchased meat is halal. Our protein fridge has two long shelving units along the back wall when you enter. The shelf on the left will be used for halal products. The shelf on the right will be used for non-halal products. All products are stored in accordance with DOH standards.

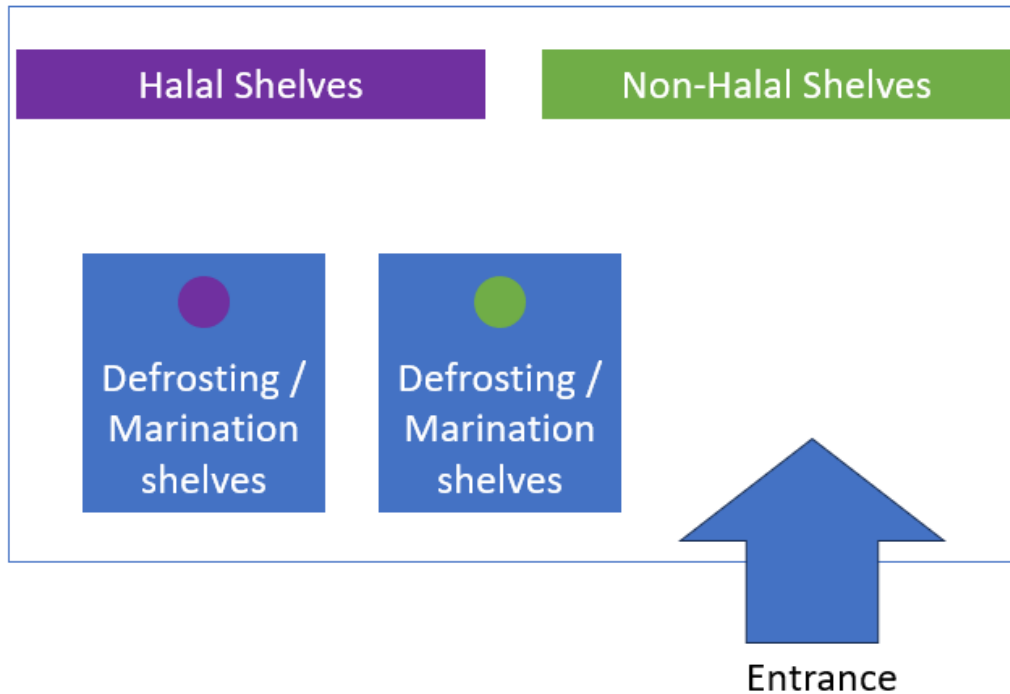
Separation

- All items are marked with what the product is and the date of arrival
 - If the item is halal - we use purple tape
 - If the item is haram - we use green tape
- Pork items are stored in containers with lid and bread tape on the right shelf
 - These will be marked with green tape
- Defrosting / Marination
 - When products are defrosted or marinated, the bag covering the container trays will also be marked with purple or green tape to distinguish between halal and haram meat.



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Production

Our production shift is split between two productions - halal and non-halal meal production. The entire shift runs from 8AM to 1PM. The first half of the shift every day will be for halal meal production (8AM-11AM).

After producing halal meals, all small wares will be cleaned and stored away in a designated locker marked with purple tape.

The remainder of the production shift will be used for non-halal meal production. These small wares will be cleaned and stored in a separate locker. Halal and non-halal meal production will not overlap

Logging / Documenting HP

Logging and documenting our incoming and outgoing halal products will be similar to how we log non-halal meal production (see SOP section). Donated and purchased food is sorted in a separate room from stored food. Purchased meat will have either green or purple tape to clearly mark it as halal or haram. Food is prepared in three stations - protein, vegetable, and carbs. The kitchen temperature log will include ingredients and the date of production.

All pans of halal meals will have a purple sticker placed on them. Additionally, we will place a purple sticker on the Vendor Delivery Sheet (see example sheet below) to signify to the site that they are receiving halal-certified meals. This sheet includes ingredients, unit amount, and delivery date.



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Vendor Delivery Sheet		Total # of meals	Total # of Beverages
Site Name Roosevelt HERRC		1000	n/a
Delivery date 10/5/2023		Delivery Window 4pm -5pm	Instructions e.g. entrance
Vendor Rethink Food Ken Baker 202.538.9680		Delivered to Roosevelt Hotel 45 E. 45TH St New York, NY 10017	
Item #	Description	# of Boxes	# of Units
	Roasted Chicken Sweet Potato Mash Steamed Broccoli		
Primary Menu		22	82
Ingredients			
Roasted Chicken : Chicken thighs & legs, olive oil, onion powder, garlic powder, Italian seasoning, paprika	Total # of Pans	30	Portions per Pan 33
		8	30
Sweet Potato Mash: sweet potatoes, Italian Seasoning, salt, pepper, butter, cream	Total # of Pans	30	Portions per Pan 33
		8	30
Steamed Broccoli : broccoli, olive oil, lemon	Total # of Pans	22	Portions per Pan 33
		6	22
Ingredients			
Protein (if applicable):	Total # of Pans		Portions per Pan
Other Menu (Halal, etc.)	n/a		
Ingredients			
Protein (if applicable):	Total # of Pans		Portions per Pan
Allergens			
Water	N/A		
Other Bev	N/A		
Snack	N/A		
Fruit	N/A		
Insulated Bags	N/A		
	Total	22	82
Received By			
Name Joel millien		Time of Delivery	4:55 PM
Organization HERRC		Site Signature	<i>[Signature]</i>
Comments		Driver Signature	<i>[Signature]</i>

