Facility Name: Date: Observers Name(s):

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| **Time or Meal Service**  - E.g. 9:00 or Lunch | **Time frame (hrs.)**  - 12 hrs.  - 72 hrs.  - Leave blank if meal service or 24 hrs. | **Source Location**  (Department)  - produce  - bakery  - dairy  - deli  - meat  - seafood  - cheese  - prepared  - other1-2 | **Disposal Method**  - donation  - compost  - rendering  - animal feed  - anaerobic digestion  - landfill  - other | **Loss Reason**  - prep waste  - expired  - plate waste  - surplus  - contamination  - return  - other | **Food Description**  - What is it?  - E.g. Lettuce, vegetable mix, apples, turkey burgers, cheddar cheese, etc. | **Empty Container Weight (lbs.)**  - Tare Weight of container | **Total Weight (lbs.)**  - Weight of food and weighing container together | **Notes - Any additional relevant information or observations**  - Item could be donated or composted  - Item was not past the sell by date  - Number of customers  - Number of trays counted  - Production information, e.g. Seafood is trimmed and packaged twice per week.  - Etc. |
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