



Fresh Fruit & Vegetable Program **Production Records**

School Name and School Year



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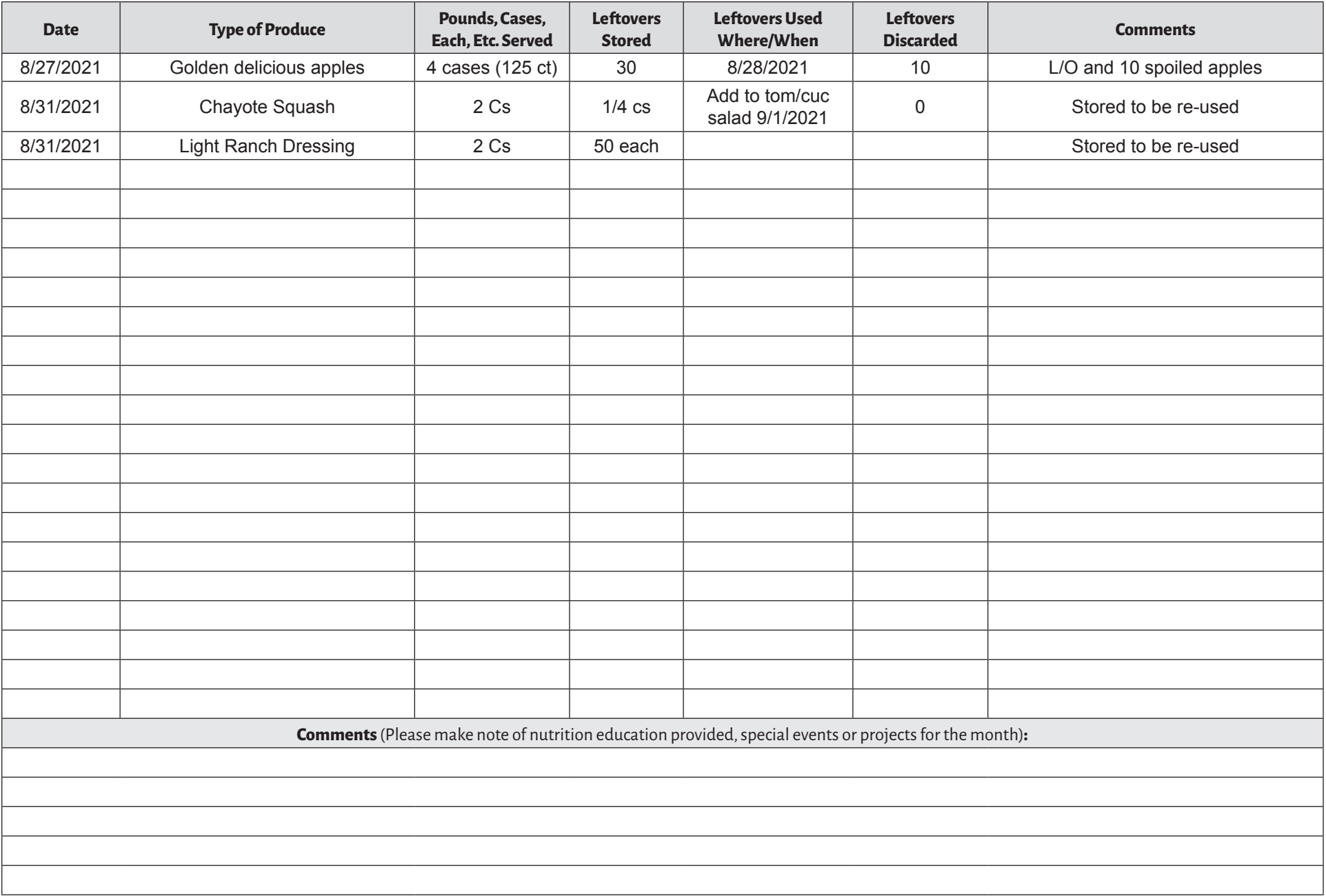
1. mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
2. fax: (202) 690-7442; or
3. email: **program.intake@usda.gov**.



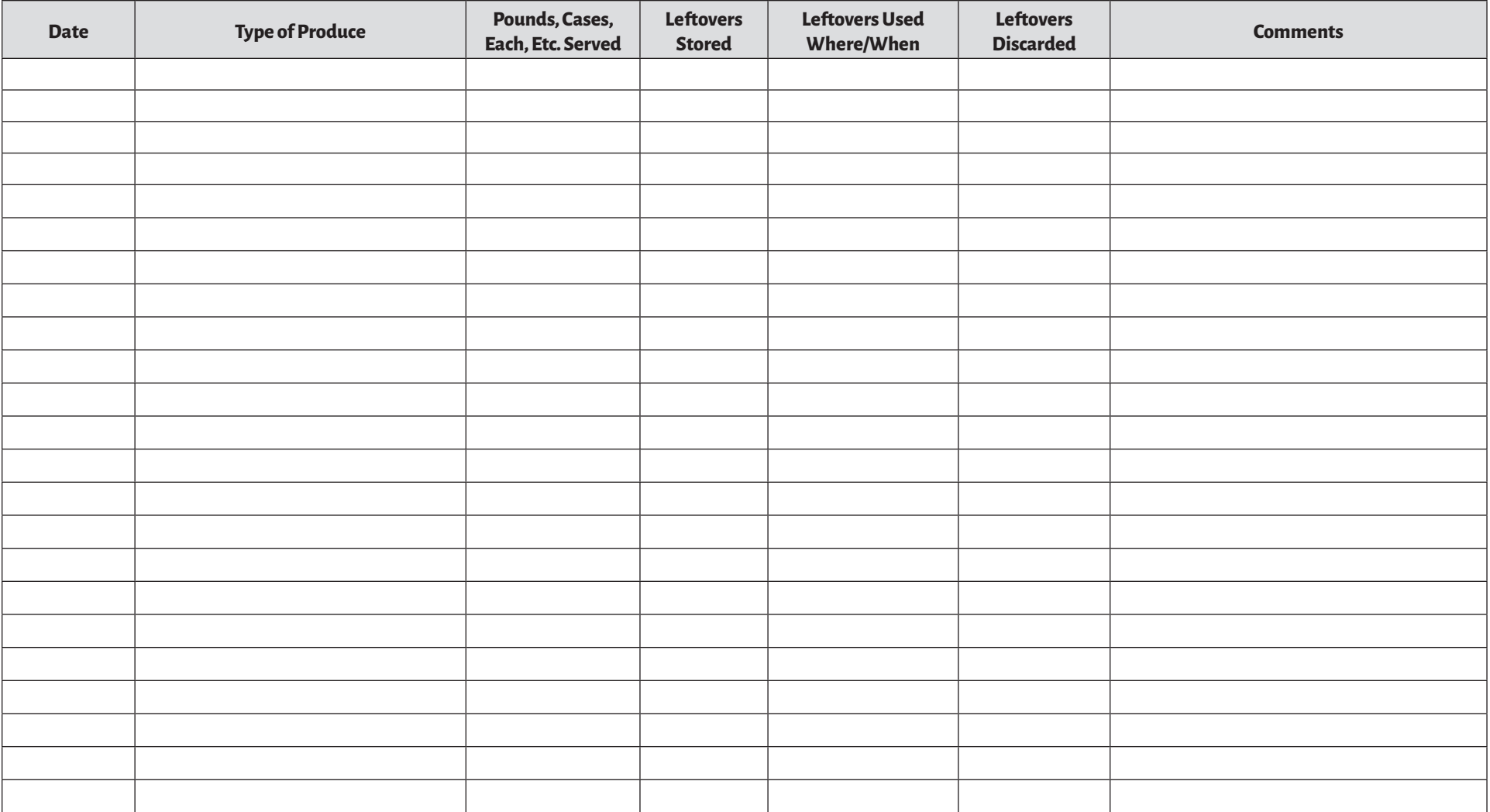
Instructions for Fruit and Vegetable Program Production Record

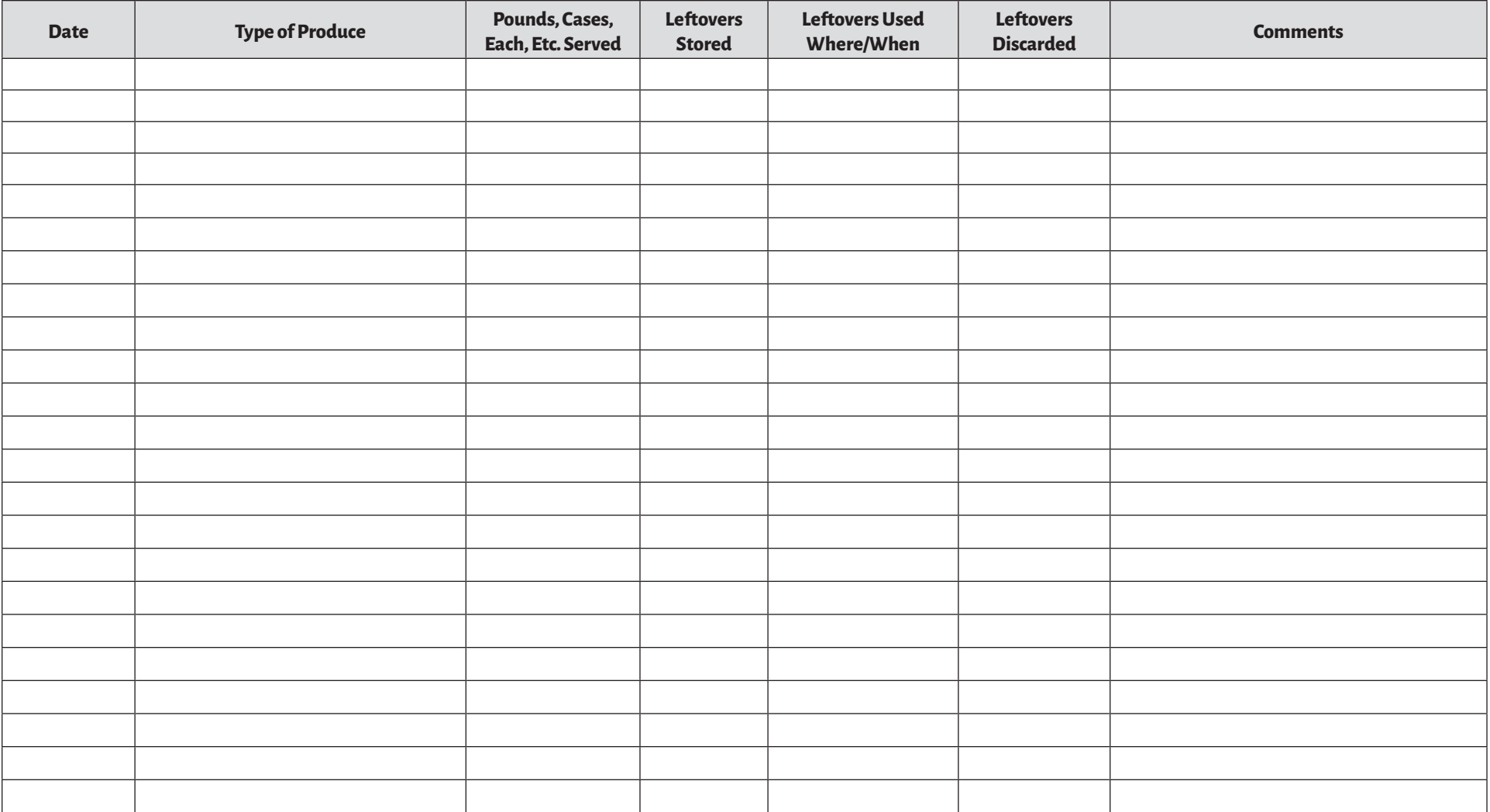
Enter daily information in rows according to columns. Information is entered from left to right.

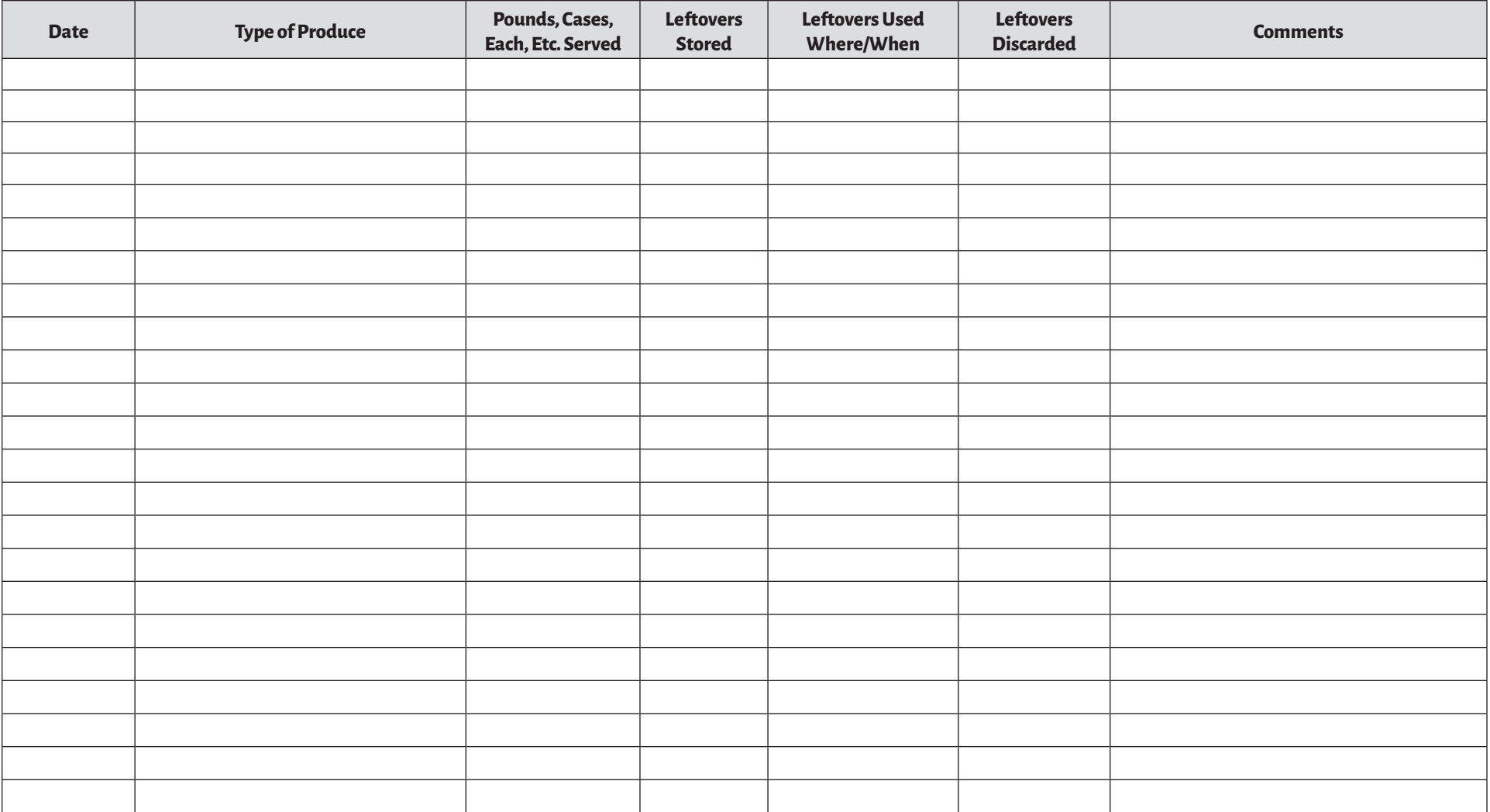
1. In **"Date"** column, enter date of service of fruits and vegetables.
2. In **"Type of Produce"** column, enter type of produce served. Examples are raspberries, chayote squash, light ranch dressing. Salad dressing and dips should be recorded in the sections with fruits and vegetables.
3. In **"Pounds, Cases, Each, Etc., Served"** column, enter the amount of each produce item served and the weight of cases, total weight of produce, or the individual weight of packaged items. Examples are 3 flats of raspberries, 3 cases of chayote squash, 2 cases of light ranch dressing.
4. In **"Leftovers Stored"** column, record an estimate of the amount of leftover produce stored for use on a day later in the week. Record date of planned service in comment column. Examples are raspberries – ½ case, chayote squash – ¼ case, and ranch dressing – 50 portions.
5. In **"Leftovers Used/Where/When"** column, record an estimate of the amount of leftover produce used for the day, where it was served, and the date. Examples are on share table 8/31/11 or added to tomato and cucumber salad on 9/7.
6. In **"Leftovers Discarded"** column, record an estimate of the amount of leftover produce discarded at the end of the day of service.
7. In **"Comments"** column, record any comments for specific produce served on the day of service. Examples are stored to be re-used or students enjoyed the raspberries.
8. In the **"Comment"** section at the bottom, make note of any nutrition education provided, special events, or projects for the month. Examples are: For the month of September, Mrs. Troncoso, the Media Specialist, displayed books related to fruits, vegetables, and healthy eating. Ms. Scanlan, the cafeteria manager, distributed "I Tried It!" stickers to every student who ate the chayote squash. Mr. Rainka's class researched the origin and compared and contrasted chayote squash against the yellow squash we tried last week.

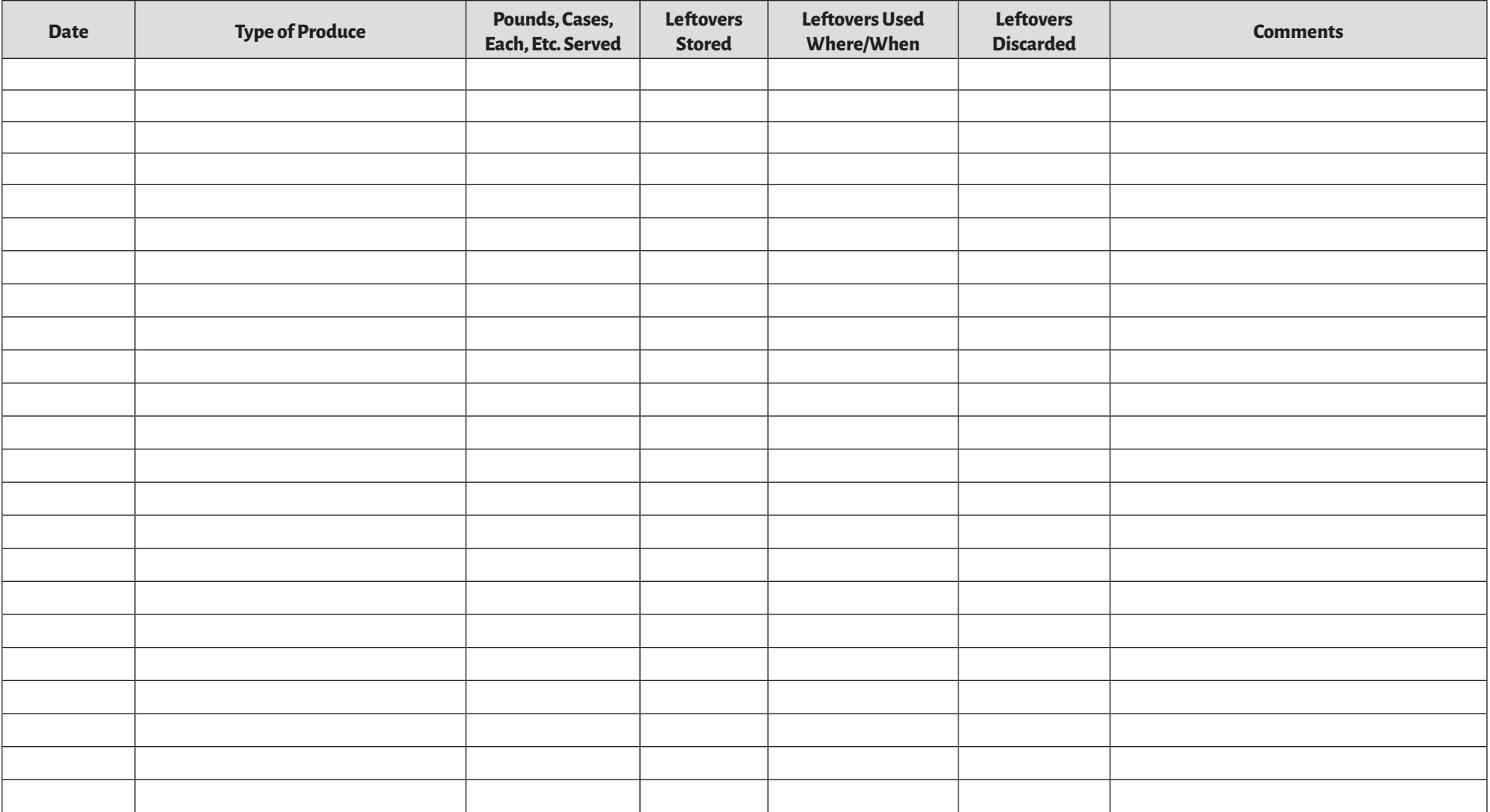


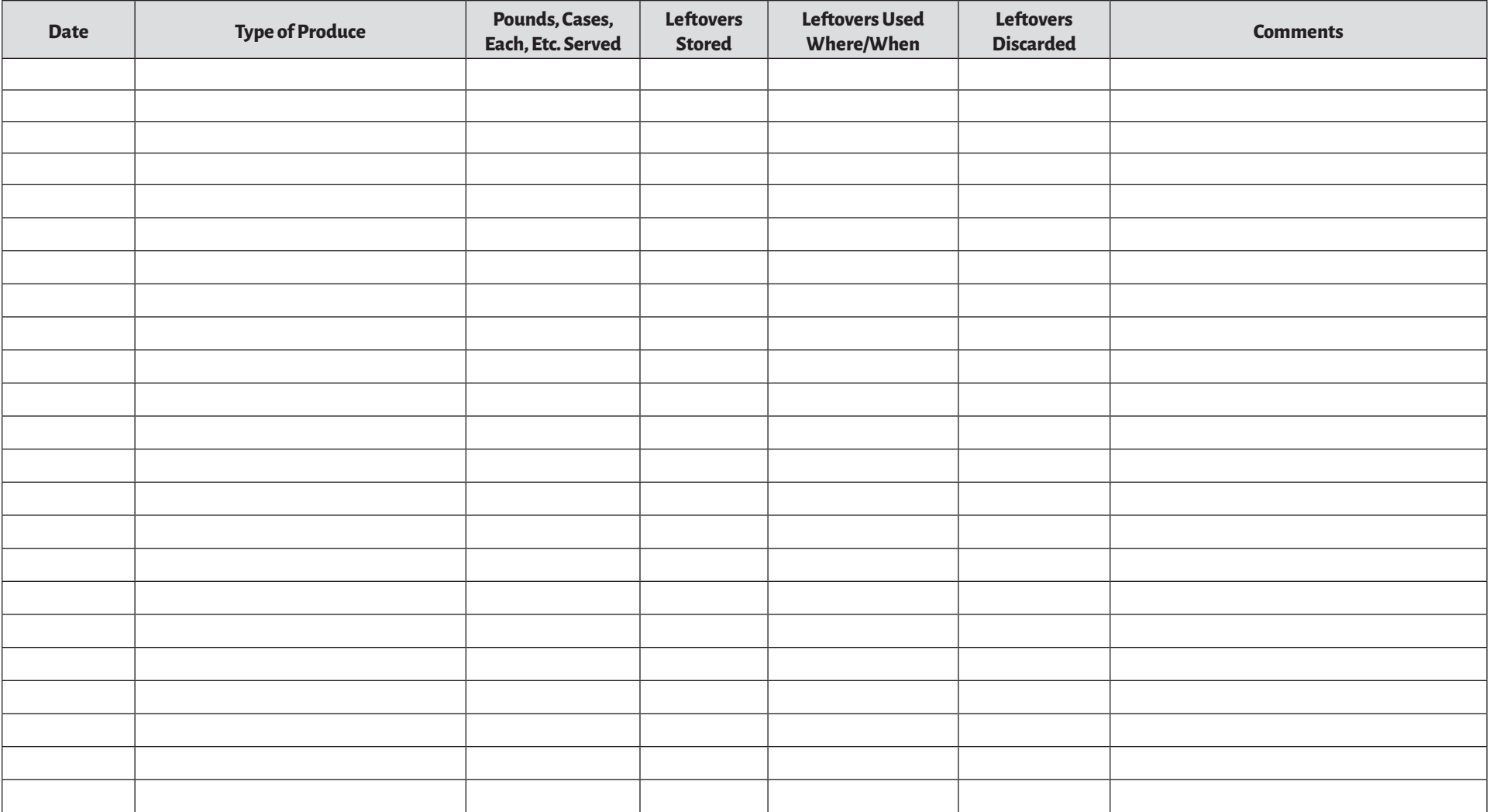


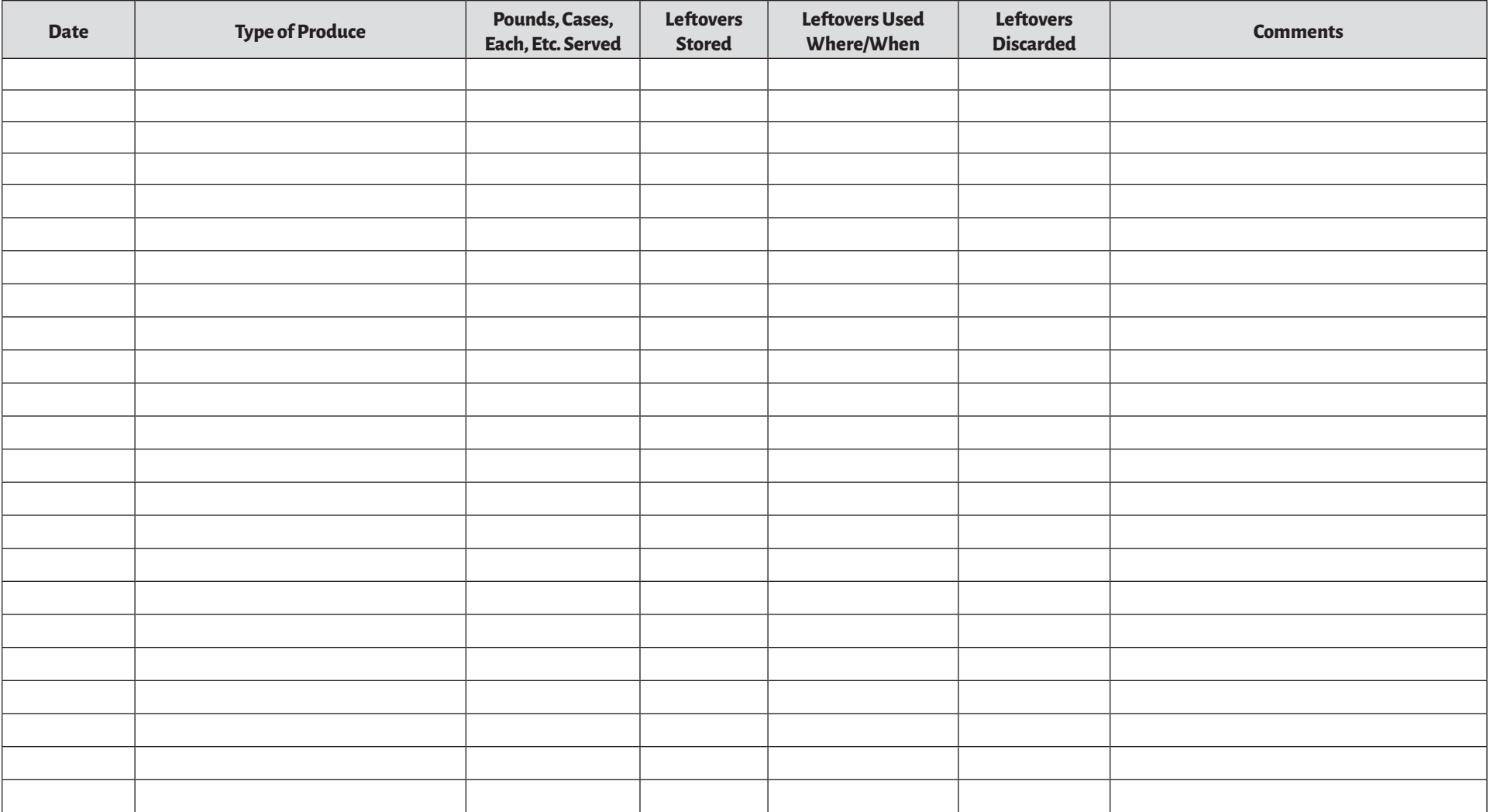


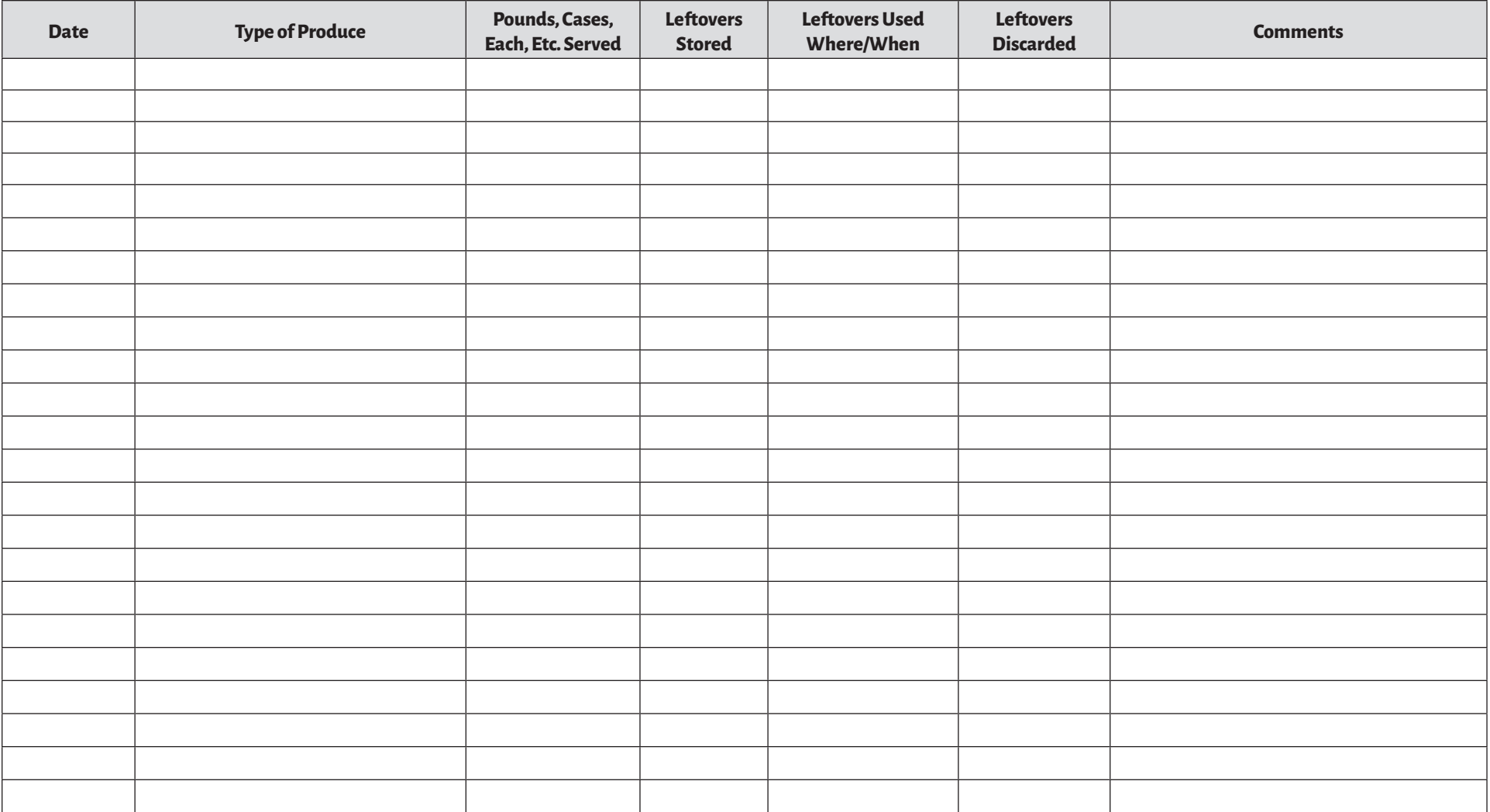


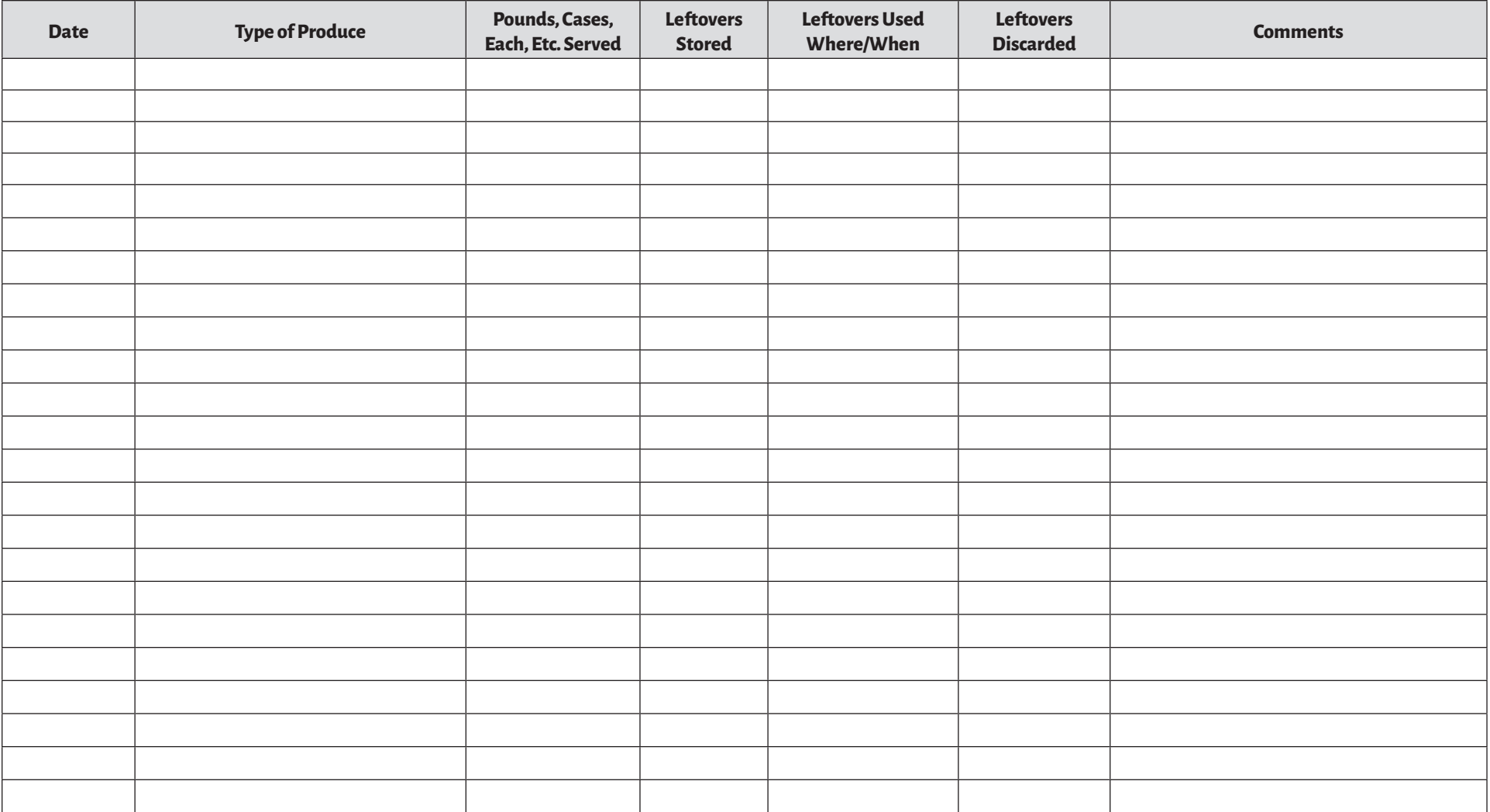


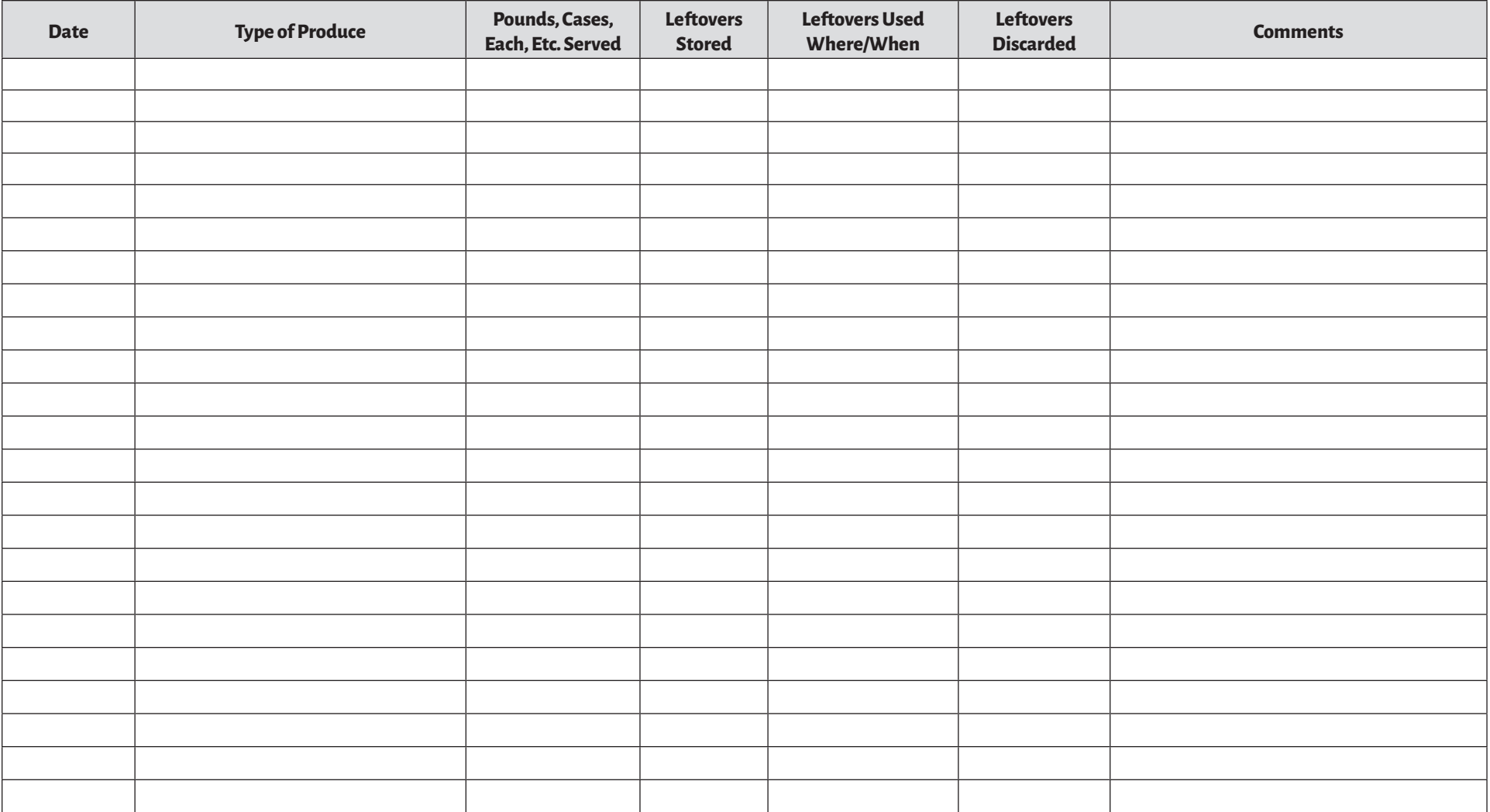


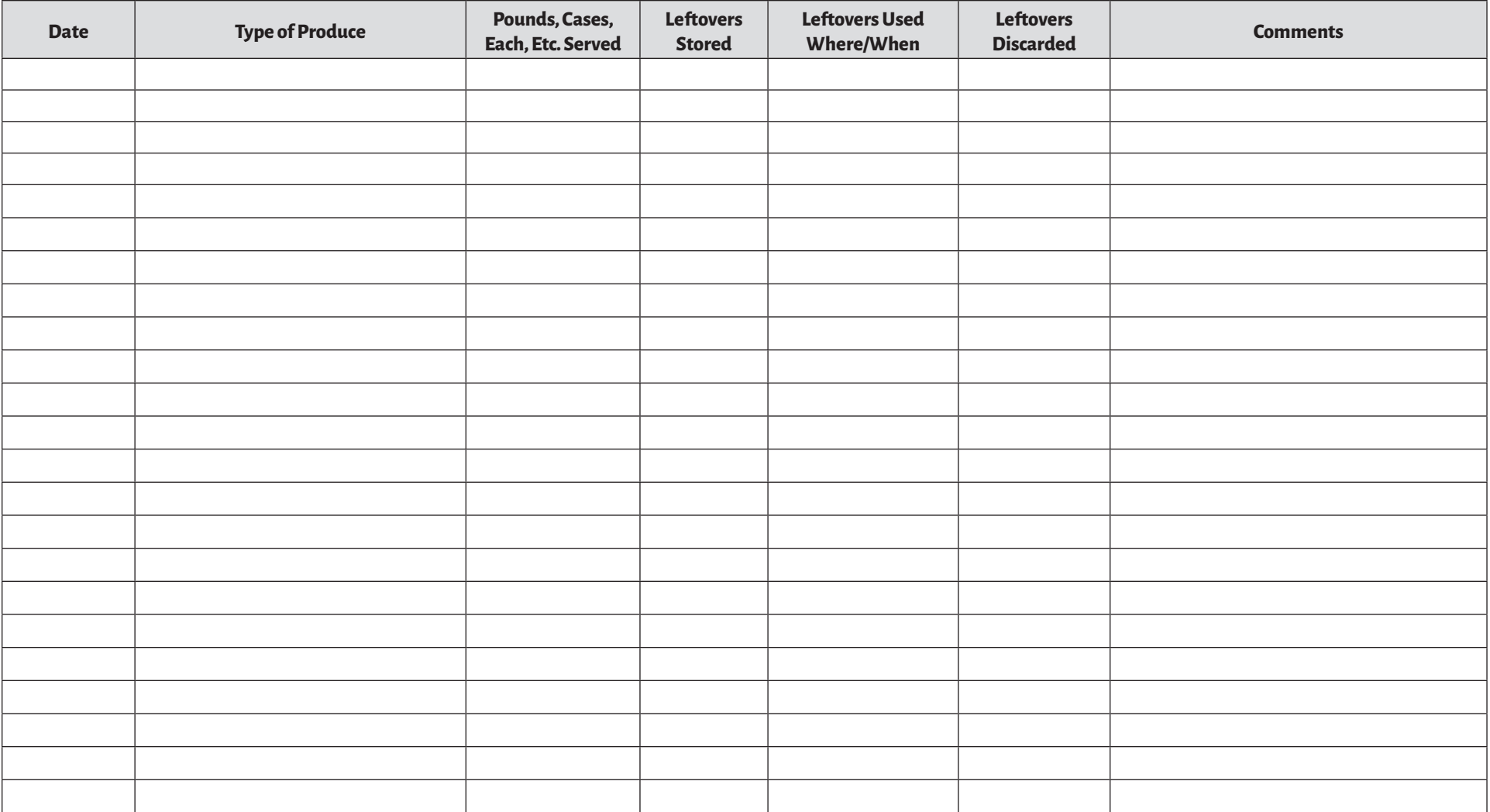


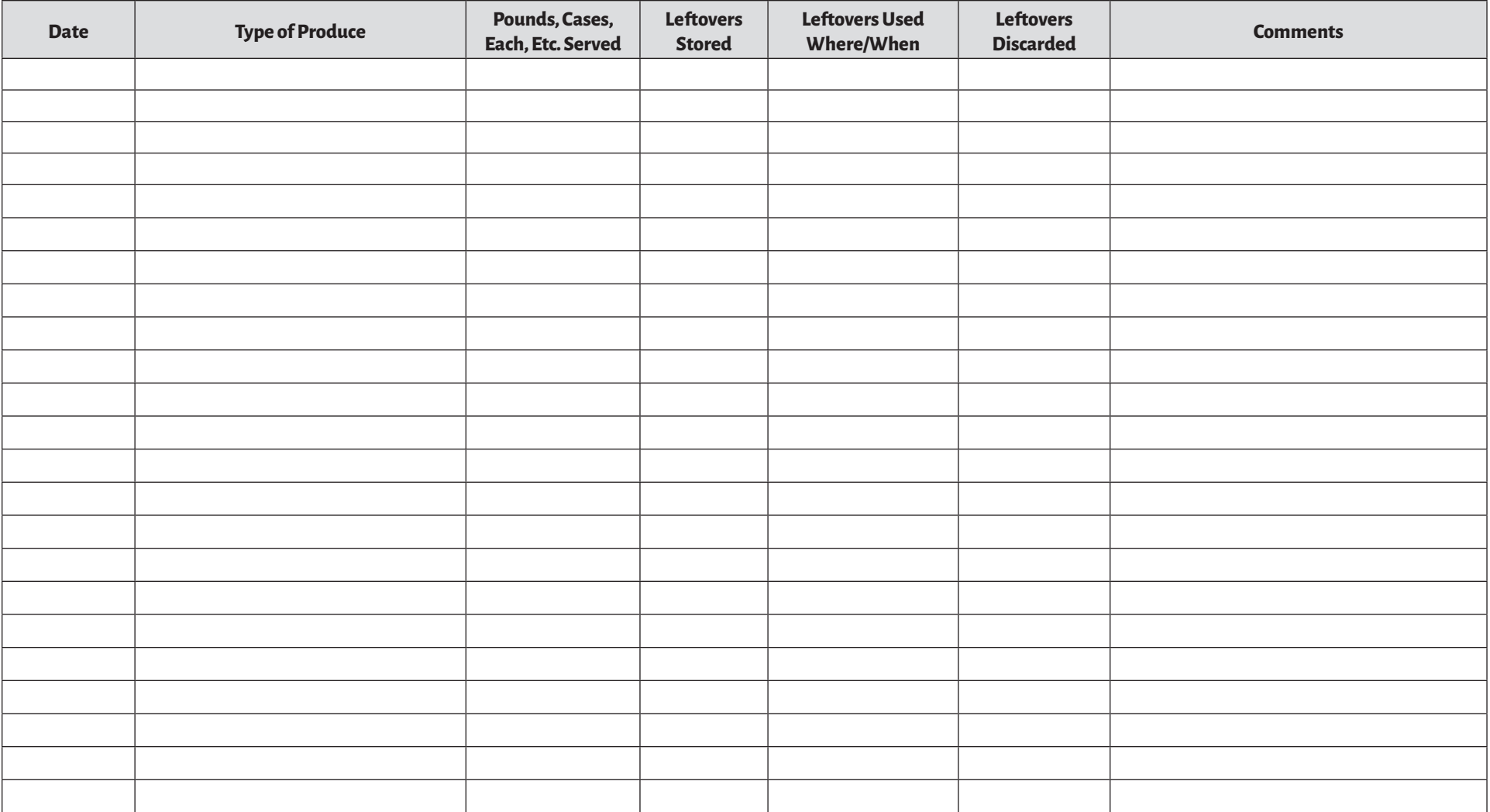


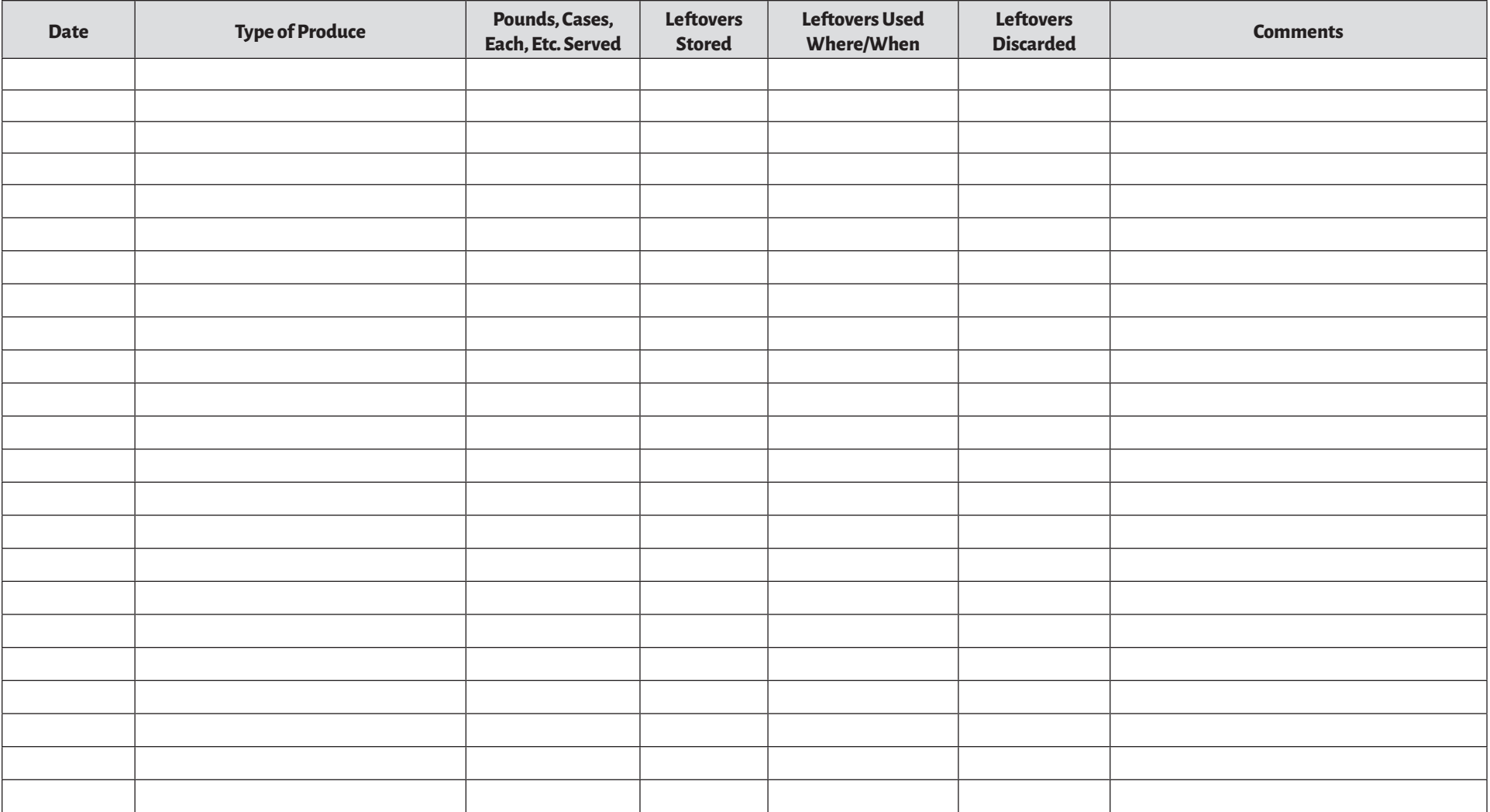


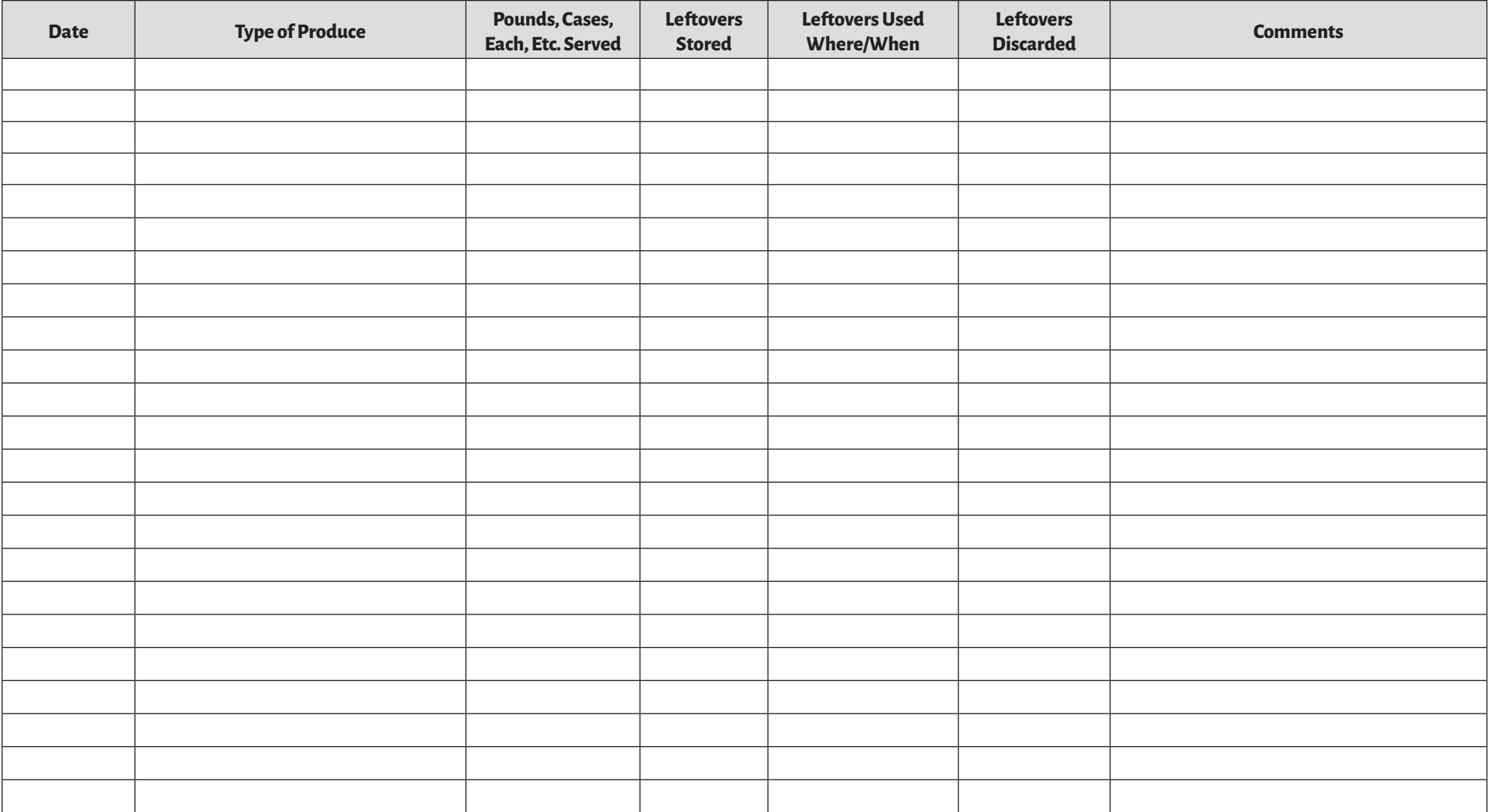


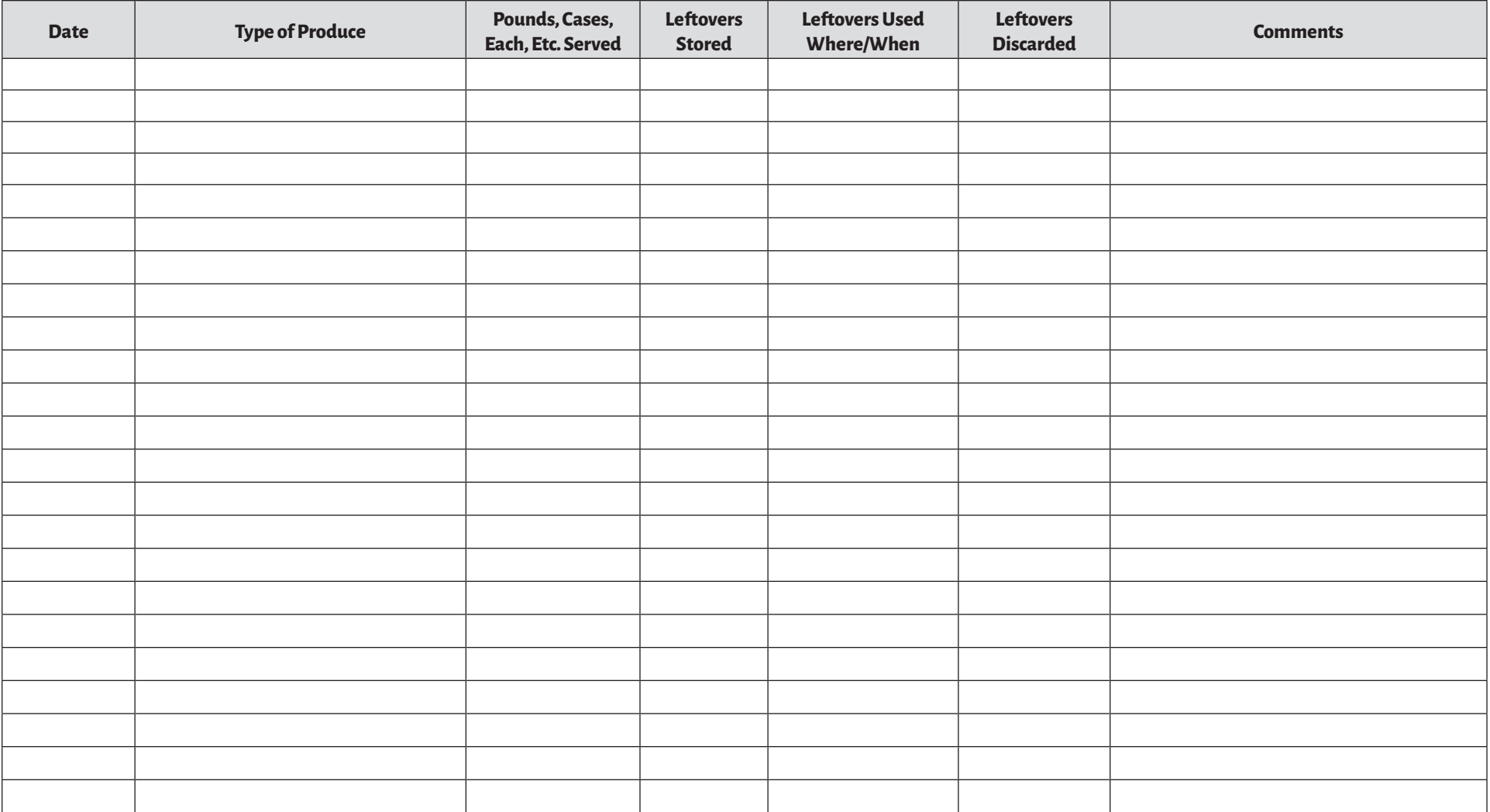




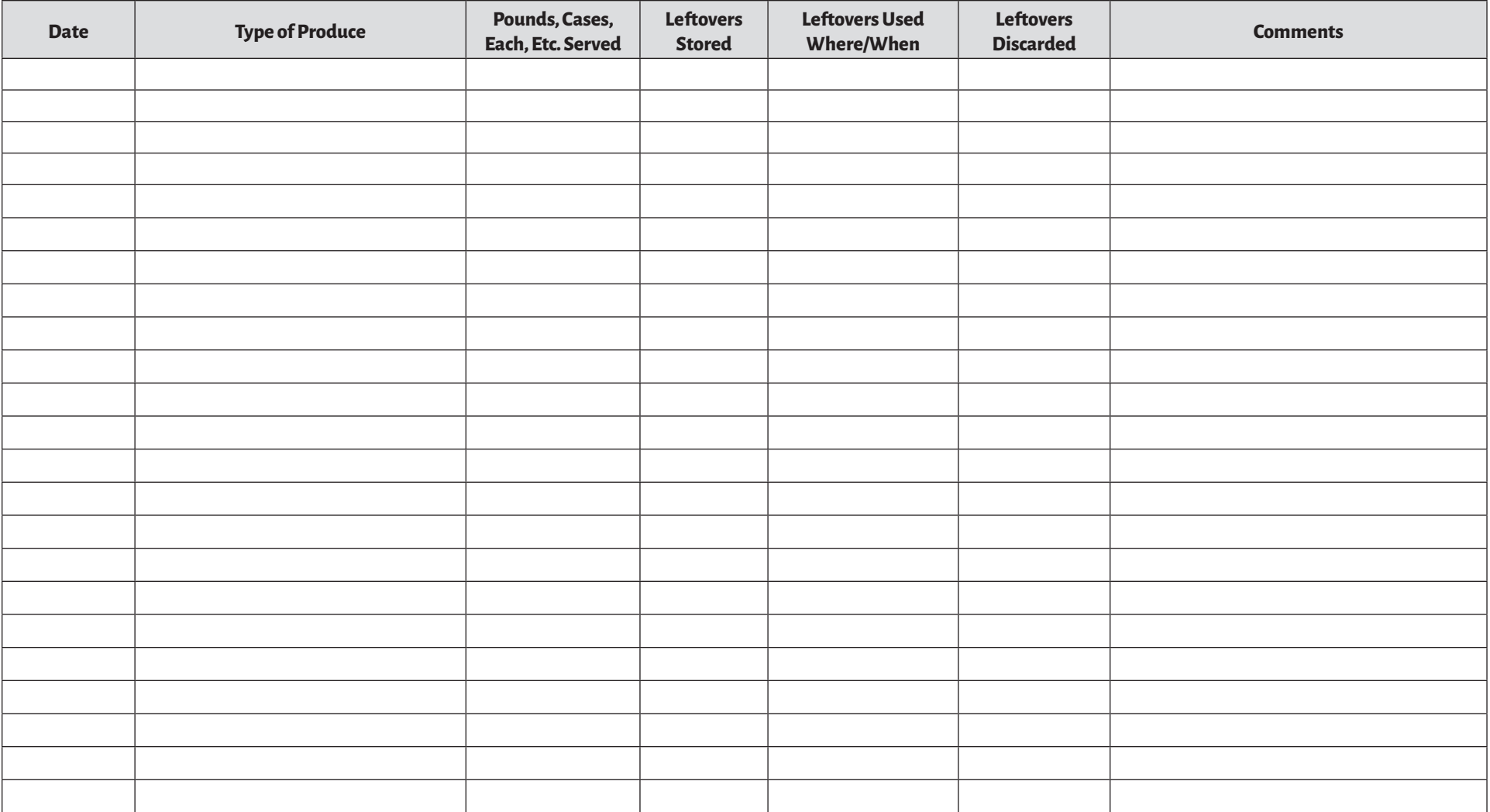


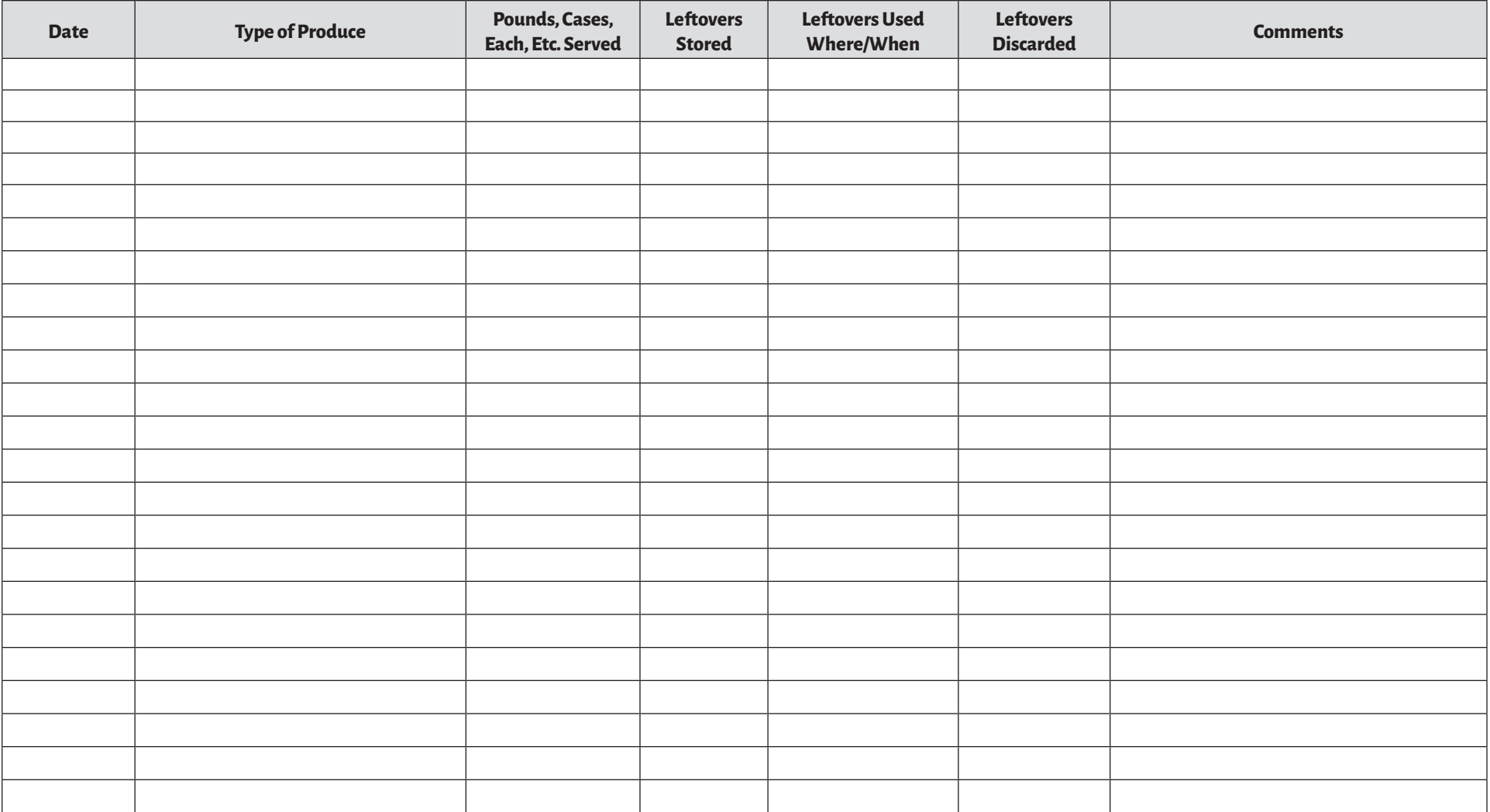


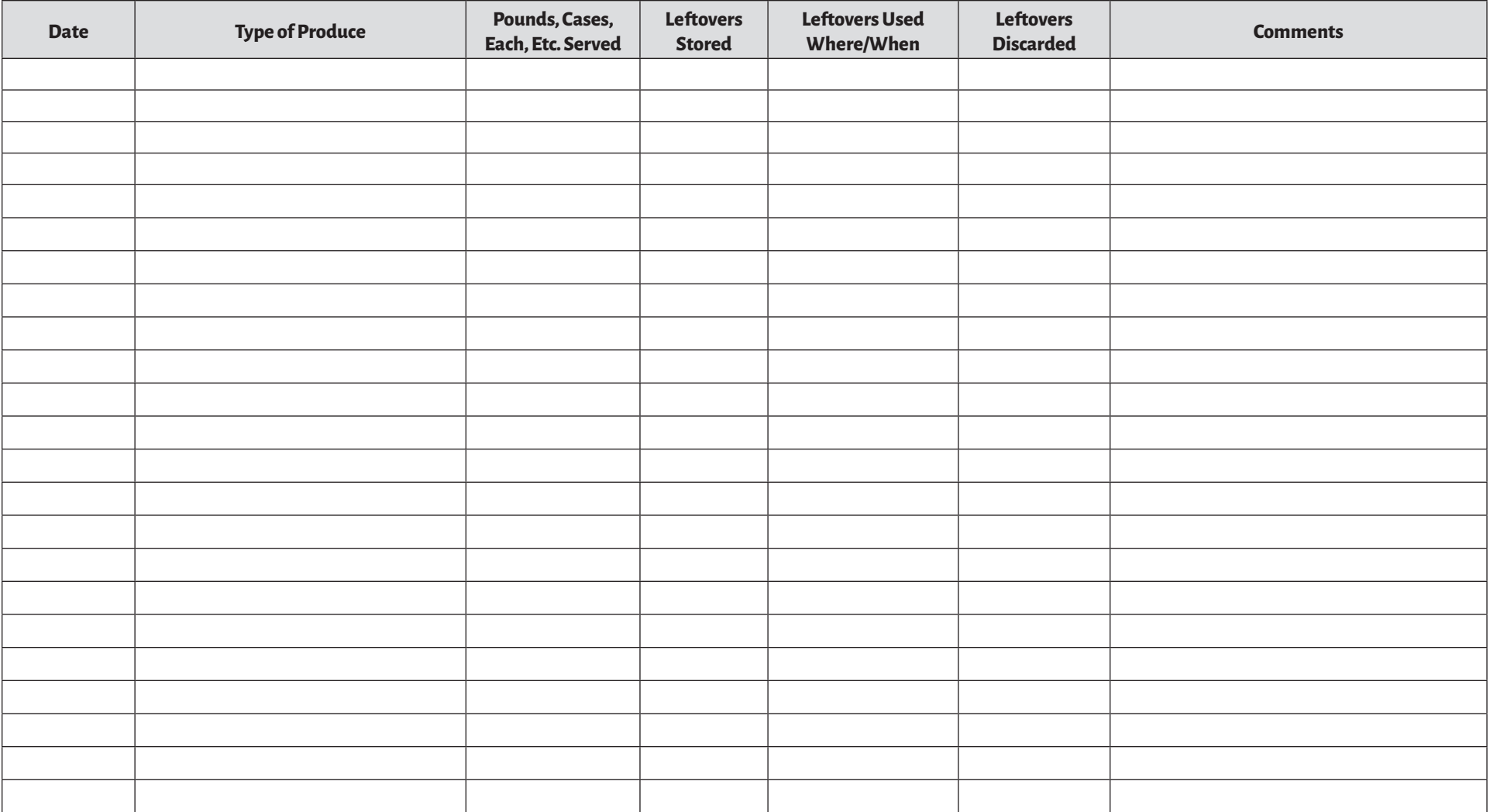














Division of Food, Nutrition and Wellness
Fresh Fruit & Vegetable Program

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