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# BE SPECIFIC

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## WRITING SPECIFICATIONS FOR FOOD SERVICE PROGRAMS

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# What is a Specification

## specification noun

spec·i·fi·ca·tion | \ ,spe-sə-fē-'kā-shən  ,spes-fē-\

### Definition of *specification*

- 1 : the act or process of specifying
- 2
  - a : a detailed precise presentation of something or of a plan or proposal for something —usually used in plural
  - b : a statement of legal particulars (as of charges or of contract terms)  
*also* : a single item of such statement
  - c : a written description of an invention for which a patent is sought

# Why are they Important?

- ▶ Set of instructions
- ▶ Defines quality and standards
- ▶ Ingredients clearly defined
- ▶ Requirements for delivery set
- ▶ Used to support cost/budget

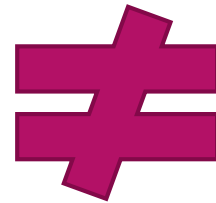
# Why are they important?

- ▶ Money saver
  - ▶ For you and your vendor



# It's All About the Money

- ▶ Write specification for intended use



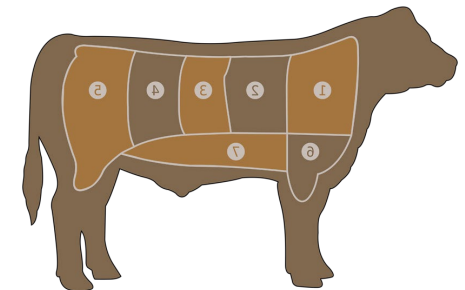
# It's All About the Money

- ▶ Consider the season



# It's All About the Money

## ► Grade



# It's All About the Money

## Case Pack

- ▶ 2/10#
- ▶ 4/5#
- ▶ 6/10#
- ▶ 8/10#



## Case Size

- ▶ 10#
- ▶ 20#
- ▶ 40#
- ▶ 80#





# It's All About the Money

- ▶ Nutrient Standards



# It's All About the Money

▶ Quantity



# It's All About the Money

- ▶ Main ingredients



# It's All About the Money

## ► Meal Pattern

	Breakfast Meal Pattern		
	Grades K-5	Grades 6-8	Grades 9-12
Food Components	Amount of Food <sup>a</sup> per Week		
	(minimum per day)		
Fruits (cups) <sup>b,c</sup>	5 (1)	5 (1)	5 (1)
Vegetables (cups) <sup>b,c</sup>	0	0	0
Dark green	0	0	0
Red/Orange	0	0	0
Beans and peas (legumes)	0	0	0
Starchy	0	0	0
Other	0	0	0
Grains (oz eq) <sup>d</sup>	7-10 (1)	8-10 (1)	9-10 (1)
Meats/Meat Alternates (oz eq) <sup>e</sup>	0	0	0
Fluid milk <sup>f</sup> (cups)	5 (1)	5 (1)	5 (1)
<b>Other Specifications: Daily Amount Based on the Average for a 5-Day Week</b>			
Min-max calories (kcal) <sup>g,h</sup>	350-500	400-550	450-600
Saturated fat (% of total calories) <sup>h</sup>	<10	<10	<10
Sodium Target 1 (mg) <sup>h,i</sup>	≤540	≤600	≤640
Trans fat <sup>h,j</sup>	Nutrition label or manufacturer specifications must indicate zero grams of <i>trans</i> fat per serving.		

# It's All About the Money

## ► Child Nutrition Label

**Pizza**

Cheese Pizza

CN

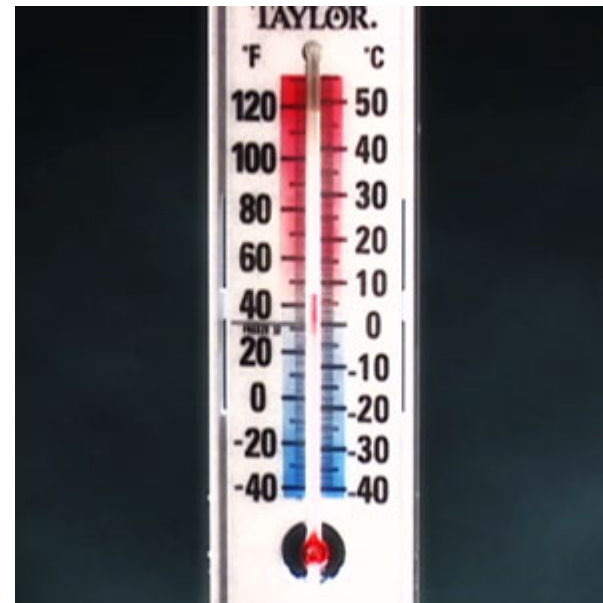
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Each 5.00 oz portion of Cheese Pizza provides 2.00 oz equivalent meat alternate, 1/4 cup serving of vegetable, and 1.50 servings of bread alternate for the Child Nutrition Meal Pattern Requirements. (Use of this logo and statement authorized by the Food and Nutrition Service, USDA 06/04\*\*).

CN

# It's All About the Money

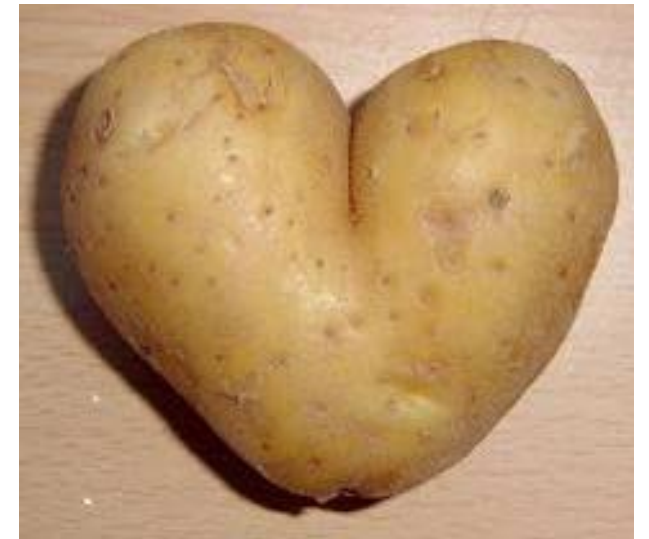
- ▶ Delivery needs
  - ▶ Temperature
  - ▶ Fresh
  - ▶ Frozen



# Quality

- ▶ Quality = permanent or unchanged factors
  - ▶ Color
  - ▶ Shapes
  - ▶ Size

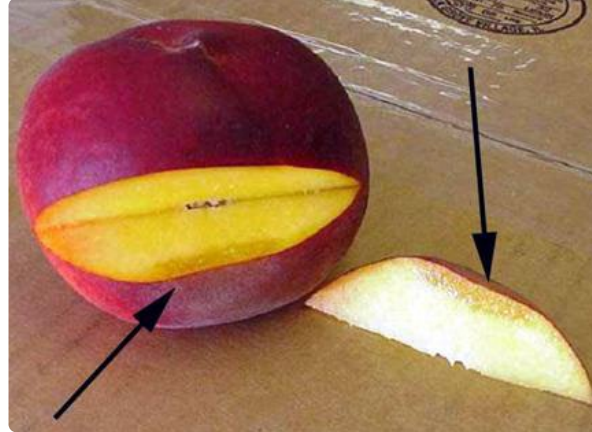
# Quality Examples





# Condition

- ▶ Physical factors
  - ▶ Bruising
  - ▶ Color
  - ▶ Frozen
  - ▶ Shape



# Condition Example

# Right Product – Right Price

- ▶ Determine need
- ▶ What is available
- ▶ Intended use
- ▶ Receiving and production

# Determine Need

- ▶ Look at menu
- ▶ Product on hand
- ▶ USDA foods
- ▶ Consider how product will be served



# Availability

- ▶ In season cost less
- ▶ Might be available locally
  - ▶ Use marketing services to identify trends

# Characteristics of a Specification

- ▶ Tell vendors what quality you want
  - ▶ Apples to apples
- ▶ Measurable
  - ▶ What was ordered is what was received

# Poor Specifications

- ▶ Limit competition
- ▶ Increase cost but not value
- ▶ May result in low quality
- ▶ May decrease product yield
- ▶ Availability may increase cost



# Receiving

- ▶ Receiving staff
  - ▶ Know what was ordered
  - ▶ Understand if delivered product is the right product
- ▶ Training





# Resources

- ▶ Agricultural Marketing Service
- ▶ [www.ams.usda.gov](http://www.ams.usda.gov)

USDA United States Department of Agriculture  
Agricultural Marketing Service

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### AVAILABLE SERVICES

- Quality Grading
- Auditing & Accreditation
- Organic Certification
- Grain Inspection
- Grain Standardization
- Import/Export Certificates
- Packers & Stockyards
- Warehouse Services
- Commodity Procurement
- Market Research & Analysis
- Grants & Opportunities
- Transportation Research
- Plant Variety Protection

More

### USDA Organic Seal

BEHIND THE USDA ORGANIC SEAL

USDA APPROVED TRADE MITIGATION PROGRAMS

Grown & processed organically

Made of/with only approved substances

USDA Verified

What's in a name? Trade Mitigation Programs

A whole lot when it comes to the USDA Organic Seal

5/5

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### Grades and Standards

- Beef
- Cotton
- Dairy
- Eggs
- Fish & Seafood
- Flowers & Plants
- Fruits
- Goat
- Grain
- Lamb
- Nuts
- Organic
- Pork
- Poultry
- Rabbits
- Rice and Pulses
- Specialty Products
- Tobacco
- Vegetables
- Wool & Mohair

## Grades and Standards

The USDA grade shields, official seals and labels are reputable symbols of the quality and integrity of American agricultural products. Large-volume buyers such as grocery stores, military institutions, restaurants, and even foreign governments use the quality grades as a common "language," making business transactions easier.

The USDA shields and labels assure consumers that the products they buy have gone through a rigorous review process by highly-skilled graders & auditors that follow the official grade standards and process standards developed, maintained and interpreted by USDA's Agricultural Marketing Service.

Learn more about our labels, download our labeling fact sheet.



### News & Announcements

- 09/30 USDA Reaches Consent Decision and Civil Penalty with Green Bay Dressed Beef LLC, for Packers and Stockyards Act Violations
- 09/27 USDA Establishes Regional Cattle and Carcass Grading Correlation and Training Centers
- 09/23 USDA Reaches a Packers and

# Agricultural Marketing Services

# Resources

[theicn.org](http://theicn.org)

Procuring Local  
Foods for Child  
Nutrition  
Programs



# Resources

- ▶ Theicn.org
  - ▶ Produce Safety
  - ▶ <https://theicn.org/icn-resources-a-z/produce-safety/>
  - ▶ Apples – Watermelon

# Resources

- ▶ USDA Foods in Schools
  - ▶ <https://www.fns.usda.gov>
  - ▶ Programs – USDA Foods in Schools – Technical Assistance & Guidance – Fact Sheets
    - ▶ (Fruits, vegetables, grains, meat/meat alternate and other foods)

# USDA Foods Product Information Sheet

► <https://www.fns.usda.gov/usda-fis/usda-foods-product-information-sheets>

Categorized by food type, the USDA Foods Product Information Sheets describe the items expected to be available for schools and institutions participating in the [Child and Adult Care Food Program](#), the [National School Lunch Program](#), the [Summer Food Service Program](#), and other child nutrition programs.

- [Fruits](#)
- [Grains](#)
- [Meat/Meat Alternates](#)
- [Vegetables](#)
- [Other Foods](#)

# USDA Foods Product Information Sheet

For Child Nutrition Programs



## 100158—Beef, Fine Ground, 85/15, Frozen

Category: **Meat/Meat Alternate**



### PRODUCT DESCRIPTION

This item is 85/15 fine ground beef. This product is in 40 pound cases containing four 10-pound vacuum-sealed packages.

### CREDITING/YIELD

- One case of ground beef provides approximately 478 1.34-ounce portions.
- CN Crediting: One 1.34-ounce portion of 85/15 raw ground beef credits as 1 ounce equivalent meat/meat alternate.

### CULINARY TIPS AND RECIPES

- Ground beef can be cooked and used in a variety of dishes such as spaghetti sauce, tacos, chili, casseroles, and pasta dishes.
- For more culinary techniques and recipe ideas visit [NFSM!](#) or [Team Nutrition](#).

### NUTRITION FACTS

Serving size: 1.34 ounces (38g)/1 MMA 85/15 raw ground beef

#### Amount Per Serving

**Calories** 82

**Total Fat** 6g

Saturated Fat 2g

Trans Fat 1g

**Cholesterol** 26mg

**Sodium** 25mg

**Total Carbohydrate** 0g

Dietary Fiber 0g

Sugars 0g

**Protein** 7g

Source: [USDA National Nutrient Database](#)

# Questions

- ▶ Child and Adult Nutrition Services
  - ▶ Geriann Headrick
  - ▶ [geriann.headrick@state.sd.us](mailto:geriann.headrick@state.sd.us)
  - ▶ 605-773-4718
- ▶ Office number
  - ▶ 605-773-3413



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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](mailto:program.intake@usda.gov).

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# Specifications Training

## October 8, 2019

Professional Standards – Specifications  
2410 Product Specification  
1 hour  
October 8, 2019

Provided by Child and Adult Nutrition Services  
State of South Dakota

