

## Drop Shipment, Delivery & Pick-up Food Waiver Student Certifications

Food intended for Immediate Consumption

*(Not for Catered Events)*

*This form must be signed with an original hard copy signature and uploaded to  
Campus Pulse*

- I understand and agree that: I, as the individual ordering that food, shall read the **Food Safety** and **Allergen fact sheets**; I understand the terms **PHFs** and **TCS foods** and how to keep them safe. Any questions shall be directed to EH&S at 545-2682.
- I understand and agree that: I, as the individual ordering that food, am responsible for food safety and that Potentially Hazardous Foods or Time & Temperature for Safety Foods must be maintained at certain temperatures for food safety. Time designations must take into account the time the food was prepared, the time it took to deliver the food, and the time the food is out for distribution and all PHF/TCS foods shall be discarded into food composting after **2 hours**.
- I understand and agree that: No food establishments shall be located further than a 30-minute delivery time away from campus.
- I understand and agree that: I, as the individual ordering the food, shall certify that the food establishment utilized is an “approved source,” meaning that the establishment is currently licensed as commercial food establishment by the local Board of Health. As part of their license, the establishment’s **ServSafe Certificate**, **Food Allergy Certificate** and **Liability Insurance** must be up to date as part of their **License**.
- I understand and agree that: I, as the individual ordering that food, am responsible for ensuring that: **ALLERGENS** such as **wheat, peanuts, tree nuts, dairy, soy, eggs, fish, and shellfish** are identified with labels or tent cards. All ingredients listing must be available for review by any customer.
- I understand and agree that: If student volunteers are distributing or arranging the food, then food grade safe non-latex gloves must be worn in between proper hand washing. Gloves must be changed frequently to avoid cross-contamination and/or cross-contact.
- I understand and agree that: No community serving is allowed, meaning that individual service plates/cups/tins/deli papers/baggies are required so that cross contamination does not occur. Use of tongs or other utensils is also acceptable as long as the student group member uses the utensils.
- I understand and agree that: All PHF or TCS food not properly held at 41d F for cold foods and 140 d F for hot foods shall be discarded into food composting after **2 hours**.

# UMassAmherst

## Environmental Health and Safety – Environmental Health Program

- I understand and agree that: I, as the individual ordering that food that: Signed Food Handler/Volunteer Agreement forms must be held at the event table and immediately following the event shall be sent via campus mail or delivered to EH&S, Environmental Health Services, 117 Draper Hall. The student event organizer must retain a list of who provided what food item in case of any necessary follow-up.
- I understand and agree that: I, as the individual ordering that food that: Any reports of potential or confirmed foodborne illness resulting from your event shall be reported immediately to the University EH&S Department by calling 545-2682.
- I understand and agree that: I, as the individual ordering that food that: A table tent card shall be placed on the food table stating that the University EH&S Department or the Amherst Board of Health has not inspected the food.
- I understand and agree that: I, as the individual ordering that food that: All instructions of Campus Center staff and EH&S shall be followed.
- I understand and agree that: I, as the individual ordering that food that: The outside food delivery or drop-shipment has been approved by Auxiliary Enterprises
- I understand and agree that: I, as the individual ordering that food that: This event has been properly approved by EH&S, via Campus Pulse. I certify that I have properly identified all of the food and food sources that I am using in the Campus Pulse on line registration tool for food waivers.

Name of the Food Establishment: \_\_\_\_\_ Town/City: \_\_\_\_\_  
Event: \_\_\_\_\_ Event Date: \_\_\_\_\_  
Group Name: \_\_\_\_\_  
Student (or applicant) Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Student (or applicant) Signature: \_\_\_\_\_

See the food safety and allergen fact sheets: <https://ehs.umass.edu/food-safety-basics-events>  
<https://ehs.umass.edu/allergens> and Food Handler Volunteer Form <https://ehs.umass.edu/food-handler-volunteer-agreement-form>.

If you have any food safety questions or if your group would like to attend a 30-minute food safety training, please contact the Assistant Director for Environmental Health Services at EH&S at 413-545-2682.

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Office Use Only:

Uploaded onto Campus Pulse: Y/N, Hard Copy received at EH&S \_\_\_\_\_