POLICY ALERT

Date: July 06, 2010
Reference: # FDP 2010-06
To: Food Distribution Program (FDP) Commercial Warehouse Contractors only
Subject: Warehouse Claim Determination
Effective Date: Immediately

Purpose
CLARIFY procedures for claiming USDA Food losses by commercial warehouses.

ADD Item 8171, Warehouse Claim Determination, to your Food Distribution Handbook

Implementation
Immediately

Procedure
ADD the following to your Food Distribution Handbook:

8171, Warehouse Claim Determination

Commercial warehouses must follow the Texas Department of Agriculture’s (TDA) instructions for filing claims and handling food losses.

TDA does not process commercial warehouse USDA Food loss claims under $100. EXCEPTION: Claims under $100 will be pursued if a noticeable pattern develops that indicates repeated warehouse damage or loss of USDA Foods. The warehouse will be required to submit a corrective action plan that includes a time frame for making procedure corrections and outlining a remedy to the problem(s) creating the food loss.

Claims over $100 will be pursued by TDA for payment from the warehouse.

Any claim that is $2,500 or more per loss will be reported to the United States Department of Agriculture (USDA).

NOTE: Commercial warehouses may access the Food Distribution Handbook online at www.snptexas.org.

Authority
FNS Instruction 410-1, Rev. 1, Non-Audit Claim-Food Distribution Program

Contact
If you have any questions please contact your Commodity Distribution Specialist.

This Policy Remains in Effect Until Further Notice