

# Single Inventory Guidance

Effective July 1, 2004, Wyoming has elected to become a “Single Inventory” state for USDA commodities. Amendments to Federal Regulation 7 CFR 250 provide streamlined commodity inventory controls and record keeping requirements for Recipient Agencies (RAs) participating in the National School Lunch Program and the Summer Food Service Program. **NOTE: these revisions do not apply to RAs that contract with a Food Service Management Company (FSMC).** As a result of the changes;

## **RAs are no longer required to:**

- ✓ Maintain a separate inventory of USDA commodity foods,
- ✓ Report commodities found to be lost, stolen or out-of-condition (food losses should be handled the same for commodities and commercially purchased products),
- ✓ Report excessive inventories,
- ✓ Identify “commodity” foods on production records,
- ✓ Request state approval to transfer commodities to other school food service programs, or
- ✓ Date products with date of arrival.

## **Recipient Agencies will continue to:**

- ❖ Be responsible for ensuring that all USDA commodities are used properly and in compliance with all applicable requirements of 7 CFR 250,
- ❖ Take an annual physical inventory of storage facilities,
- ❖ Maintain good inventory management and control practices. First In-First Out (FIFO) continues to be very important. In the absence of pack dates, SFA authorities may choose to use the product’s received date,
- ❖ Treat and safeguard commodities just like purchased commercial foods,
- ❖ Comply with other requirements, i.e. maintaining and taking proper storage temperatures etc.,
- ❖ In case of a Presidential declared disaster, entitlement credit will be available to RAs that furnish foods for mass feeding of persons impacted by the disaster. The credit cannot exceed, the lesser of, the actual commodities received during the immediately preceding 12 months.