

INFORMATIONAL MEMORANDUM - KY-FD-IM-S-03-05

TO: All Food Service Directors

FROM: Pat Cassetty, Director
Division of Food Distribution

DATE: August 14, 2002

SUBJECT: Revised Food Distribution Compliance Review Form (KY-FD-54)

Due to the recent changes implemented with the C.O.R.E program, in regards to the “Single Inventory System”, we have revised the Compliance Review Form (KY-FD-54), also known as the “Monitor Review Form”. Please use this new review form to conduct your on-site review prior to February 1, of each school year.

This review is to be conducted in accordance with Title 7 CFR Part 250.14(7c), Reviews; states, “Distributing agencies shall ensure that sub-distributing and recipient agencies conduct annual reviews of their respective storage facilities. Documentation shall be maintained on file at the local level as appropriate to reflect compliance with this section, including documentation of corrective action in cases of noncompliance”.

Attached with this memo is a copy of the revised KY-FD-54 form, for your records. You may also find this form on our web-site, www.kyagr.com.

Should additional information or assistance be needed, please contact this office.