



Method(s) used by provider agency to resolve occurrence.

- Requested the individual(s) to pay the full market value of the fraudulently obtained commodities.
- Resolved by local law enforcement investigation.

Name - Law Enforcement Agency

Name - Investigating Officer

Address - Law Enforcement Agency (Street/City/Zip Code)

Telephone Number

If commodities were spoiled, complete the following

Were commodities spoiled upon receipt?  Yes  No

How often are the temperatures in the storage area checked?

Freezer(s)  Daily  Weekly  Other (specify)

Freezer temperature at time spoilage was discovered:

Refrigerator(s)  Daily  Weekly  Other (specify)

Refrigerator temperature at time spoilage was discovered:

Dry Storage  Daily  Weekly  Other (specify)

Dry Storage temperature at time spoilage was discovered:

Name - Person Responsible for Monitoring Storage Area Temperature

Title

Telephone Number

Do the refrigerators/freezers have a warning device in case of a malfunction?

Yes  No

Does your agency use any kind of professional pest control service?

Yes  No

How often is pest control used?

Weekly  Monthly

Other (specify):

Name - Pest control service

Telephone Number

Are shelves or pallets used to keep commodities off the floor?

Yes  No

Are dry storage areas well ventilated?

Yes  No

Does your agency have insurance to cover this type of loss?

Yes  No

Has a claim been filed with the insurance company?

Yes  No

If commodities were damaged, complete the following.

Were commodities damaged upon receipt?

Yes  No

Was the damage noted on the Commodity Invoice?

Yes  No

Were the commodities damaged while in the EFOs possession?

Yes  No

Does the ERA have insurance to cover this type of loss?

Yes  No

Has a claim been filed with the insurance company?

Yes  No

Prior authorization from OCS is required for disposal of commodities per the State/agency agreement.

Was the Department of Health Services notified?

Yes  No

Process used to dispose of TEFAP commodities

Burning

Sanitary landfill (attach copy of certification of disposal from landfill)

Sold as animal food (attach copy of bill of sale)

Other (specify):

List commodities stolen, spoiled, damaged or obtained fraudulently.

Commodity	Pack	Quantity Lost	Pack Code No.	Pack Date	Date Received


Provide full description of loss (Attach separate sheet(s) if necessary)

<b>SIGNATURE</b> - Authorized ERA Representative	Telephone Number	Date Signed