

OSPI CNS School Meal Programs Reference Sheet

Product Documentation

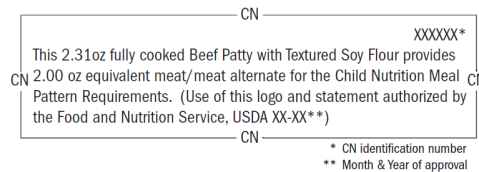
Child Nutrition program sponsors must retain product documentation that demonstrates how menu items meet meal pattern requirements.

Types of Product Documentation

✓ Child Nutrition (CN) Label

- Distinct label issued by USDA.
- Only meat/meat alternates (MMA) items or combination items that include MMA are eligible to apply for CN labels.
- Obtain label from packaging or take a photo of the label.
- Watermarked copies of CN labels are not acceptable unless accompanied by a bill of lading.
- CN labels have to be renewed by the manufacturer every five years.

A sample CN logo:



✓ Food Buying Guide

- Resource that provides guidance on how foods may contribute toward the meal pattern requirements.
- Items must exactly match description in [Food Buying Guide](#).

✓ Exhibit A

- USDA grains chart that allows product weight to determine grain ounce equivalent contribution.
- Specific item must be listed to use [Exhibit A](#).

✓ Ingredient List and Nutrition Facts

- List of ingredients in a food item in order of weight.
- Basic nutrition information about a product that typically includes product weight, serving size, number of servings, and nutrient composition.
 - Nutrition Facts must also detail Calories, Saturated Fat, and Sodium contribution per serving.

✓ Product Formulation Statement (PFS)

- Obtain from manufacturer.
- Provides specific product information:



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- Product name
- Manufacturer's product code / unique identifier code
- Serving or portion size
- Creditable ingredients
- Lists meal pattern contribution and shows how meal pattern crediting was obtained.
- For items that contain Alternate Protein Product (APP), manufacturers must provide additional documentation regarding the APP (see [Attachment A of the Meat/Meat Alternate PFS form](#)).
- Must be on manufacturers' letterhead and signed.
- USDA provides [Product Formulation Statement Templates](#).
- ✓ **Standardized Recipe**
 - Required for any menu item that contains two or more ingredients (other than water).
 - Lists all ingredients and amounts.
 - Includes yield and portion size.
 - Meal pattern contribution has been figured and listed.
- ✓ **USDA Nutrition Fact Sheet**
 - Specific to USDA foods purchased through the USDA Food Distribution Program.
 - Available on the [USDA Product Information Sheets webpage](#).
- ✓ **W Code Nutrition Fact Sheets**
 - Available for Washington processed items on the [Nutrition Facts for State Processed Items webpage](#).

Product Documentation Needed

<p>Meat/Meat Alternates</p> <p>▪CN Label or Product Formulation Statement AND</p> <p>▪Ingredient List and Nutrition Facts</p> <p>OR</p> <p>▪Nutrition Fact Sheet (USDA or W Code)</p> <p>OR</p> <p>▪Ingredient List and Nutrition Facts</p> <p>AND</p> <p>▪Food Buying Guide entry</p>	<p>Milk</p> <p>▪Label</p> <p>▪Nutrition Facts</p>
<p>Combination Items (commercially prepared)</p> <p>▪CN Label or Product Formulation Statement AND</p> <p>▪Ingredient List and Nutrition Facts</p> <p>OR</p> <p>▪Nutrition Fact Sheet (USDA or W Code)</p>	<p>Combination Items (self-prepared)</p> <p>▪Standardized Recipe</p> <p>For each recipe ingredient provide:</p> <p>▪CN label or Product Formulation Statement</p> <p>OR</p> <p>▪Ingredient List and Nutrition Facts AND</p> <p>▪Food Buying Guide Entry</p> <p>OR</p>

	▪USDA or W code Nutrition Fact Sheet
Grain Items (commercially prepared) ▪Product Formulation Statement OR ▪Ingredient List and Nutrition Facts AND Exhibit A OR ▪Nutrition Fact Sheet (USDA or W Code)	Grain Items (self-prepared) ▪Standardized Recipe For each recipe ingredient provide: ▪Ingredient List and Nutrition Facts
Fruits ▪Ingredient List (if applicable) and Nutrition Facts AND ▪Food Buying Guide Entry OR ▪Nutrition Fact Sheet (USDA or W Code)	Vegetables ▪Ingredient List (if applicable) and Nutrition Facts AND ▪Food Buying Guide Entry OR ▪Nutrition Fact Sheet (USDA or W Code)

Reference:

- ✓ [7 CFR 210.10](#)
- ✓ [SP 05-2025, CACFP 04-2025, SFSP 02-2025](#)

Resources:

- ✓ [Exhibit A](#)
- ✓ [Food Buying Guide](#)
- ✓ [CN Labeling Program](#)
- ✓ [Manufacturer Documentation: CN Labels and Product Formulation Statements](#)
- ✓ [USDA Foods Product Information Sheets](#)
- ✓ [Nutrition Fact Sheets for State Processed Items | OSPI](#)

Acronym Reference

- CFR – Code of Federal Regulations
- CN – Child Nutrition
- CNS – Child Nutrition Services
- LEA – Local Education Agency
- OSPI – Office of Superintendent of Public Instruction
- USDA – United States Department of Agriculture