EMERGENCY FOOD PREPAREDNESS

Household food inventory and practical readiness worksheet

HOW TO USE THIS WORKSHEET

Inventory usable food, calculate household requirements, compare the supply with your 14-, 30-, 60- or 90-day goal, and verify that your meals can be prepared safely.

HOUSEHOLD PROFILE

Household / assessment date / next review

People, dependents, pets and dietary restrictions

FOOD PREPAREDNESS GOAL

Select a planning period: [ ] 14 days [ ] 30 days [ ] 60 days [ ] 90 days. Consider the availability of water, cooking fuel, safe storage and individual nutrition needs.

Initial strengths, deficiencies and immediate priorities

HOUSEHOLD FOOD REQUIREMENTS

Calculate needs for each person and dependent

PERSON-BY-PERSON ASSESSMENT

Individual needs vary by age, activity, health and circumstances. A single sample calorie estimate is not appropriate for everyone.

Person / dependent	Daily kcal	Diet / special needs	Notes

SPECIAL REQUIREMENTS

Formula, allergies, medically required diets, pets and care needs

FOOD ENERGY CALCULATIONS

Worked example and 14-, 30-, 60-, 90-day planning

WORKED EXAMPLE

Illustration: four people × 2,200 kcal/person/day = 8,800 kcal/day. A 30-day supply would contain approximately 264,000 kcal. This is a mathematical example, not a recommended intake or a guarantee of nutritional adequacy.

HOUSEHOLD CALCULATION

Estimated household kcal per day

Daily total × 14 / 30 / 60 / 90 days — record each total

14-day food energy (kcal)

30-day food energy (kcal)

60-day food energy (kcal)

90-day food energy (kcal)

ASSUMPTIONS AND LIMITATIONS

Activity, dietary needs, uncertainty and contingency

FOOD PORTION PLANNING

Estimate usable servings and realistic meals

DAILY FOOD AND MEAL RECORD

Food / meal	Portion	kcal / serving	Servings / day

HOW TO CALCULATE USABLE FOOD

For each food, multiply usable servings by calories per serving. Exclude food that is unsafe, inaccessible or impossible to prepare with available water and fuel. Check nutrition and dietary suitability separately.

Meals needing additional ingredients, water or fuel

EVERYDAY PANTRY INVENTORY

Foods used regularly and rotated

FOOD SUPPLY RECORD

Record foods you already eat, the quantities actually available, and when they should be rotated.

Food / package	Qty	Servings	Total kcal	Location / date

STORAGE, PREPARATION AND SHORTAGES

Notes, missing items and next action

DRY STAPLES INVENTORY

Foods that often require water and cooking

FOOD SUPPLY RECORD

Include grains, beans, pasta and other staples; record their preparation dependencies.

Food / package	Qty	Servings	Total kcal	Location / date

STORAGE, PREPARATION AND SHORTAGES

Notes, missing items and next action

READY-TO-EAT INVENTORY

Foods usable without cooking

FOOD SUPPLY RECORD

Identify shelf-stable meals and snacks that can be consumed with minimal preparation.

Food / package	Qty	Servings	Total kcal	Location / date

STORAGE, PREPARATION AND SHORTAGES

Notes, missing items and next action

LONG-TERM FOOD INVENTORY

Stored foods, packaging and condition

FOOD SUPPLY RECORD

Include preservation method, package integrity and whether water or fuel is required.

Food / package	Qty	Servings	Total kcal	Location / date

STORAGE, PREPARATION AND SHORTAGES

Notes, missing items and next action

DETAILED FOOD INVENTORY RECORD

Repeat or photocopy for additional food items

ITEM-LEVEL TRACKING

Use this expanded page to record exact food packages and quantities, especially where different sizes or expiration dates are stored.

Food / package	Qty	Servings	kcal	Storage / rotate

Items needing inspection, rotation or replacement

FOOD SUPPLY DURATION

Compare usable calories with household requirements

CAPACITY SUMMARY

Estimated food energy duration = usable stored calories ÷ household daily estimated calories. This is not a complete measure of nutritional or practical readiness.

Food group	Usable kcal	Days supported	Constraints
Pantry			
Dry staples			
Ready-to-eat			
Long-term			
Other			

Total usable calories and estimated days

First limitation likely to interrupt safe meals

NUTRITION AND DIETARY BALANCE

Evaluate variety and individual needs

FOOD GROUP AND NUTRITION REVIEW

Food / nutritional area	Adequate?	Evidence / missing foods
Protein sources		
Fats and oils		
Vegetables / fruit		
Fibre and whole grains		
Special dietary foods		
Infant / dependent nutrition		

Nutritional gaps and corrective actions

SEVEN-DAY MEAL PLAN

Build meals from stored ingredients

MEAL PLANNING

Record meals that can be prepared using the supplies and utilities actually available.

Day	Breakfast	Lunch	Dinner / preparation notes
1			
2			
3			
4			
5			
6			
7			

Water, fuel, nutrition or food safety gaps

FOOD STORAGE AND ROTATION

Inspect conditions and packaging

STORAGE INSPECTION

Inspection area	Status	Corrective action / date
Temperature / heat		
Humidity and moisture		
Direct light		
Pests / package damage		
Seals and containers		
Rotation / date checks		
Storage access and cleanliness		

Storage findings and replacement priorities

COOKING WATER AND FUEL

Check whether stored food can become safe meals

PREPARATION DEPENDENCIES

Include water needed for cooking and rehydration. Use fuel-burning equipment only where approved and according to its ventilation and safety requirements.

Food / meal	Water	Fuel / power	Backup preparation

Equipment tested, fuel quantities and unresolved gaps

REFRIGERATION FAILURE

Monitor temperatures and food safety

COLD STORAGE ASSESSMENT

A closed refrigerator generally keeps food cold about four hours; a full closed freezer about 48 hours or 24 hours if half full. Times vary; use an appliance thermometer and follow official food-safety guidance. Discard perishable refrigerated food held above 40°F (4°C) for more than two hours. Four hours is not a safety guarantee. If temperature history is uncertain, discard questionable food; never taste to test.

Food / location	Time / temperature	Decision / action

Monitoring, backup power and food discard arrangements

FOOD SAFETY VERIFICATION

Document power-outage food safety capabilities

SAFETY CHECKLIST

Capability	Verified?	Evidence / next step
Fridge / freezer thermometer		
Temperature monitoring plan		
Safe food discard criteria		
Safe water and handwashing		
Raw / cooked food separation		
Safe food preparation and cleanup		
Waste handling		

Local guidance, questions and corrective actions

FOOD PRESERVATION CAPABILITY

Equipment, validated methods and operating needs

PRESERVATION SYSTEMS

Low-acid foods require validated pressure-canning methods; boiling-water canning is not interchangeable. Vacuum sealing or drying does not automatically make food shelf-stable.

Method	Equipment / skills	Verified method?	Gaps
Pressure canning			
Boiling-water canning			
Dehydration			
Freezing			
Freeze-drying			
Dry-food packaging			

Training, maintenance and safety verification

SHORTAGES AND PURCHASING PRIORITIES

Address the earliest meaningful deficiency

PURCHASE AND CORRECTION PLAN

Prioritize dietary essentials, safe food preparation and balanced supplies instead of accumulating duplicates.

Shortage / consequence	Qty needed	Priority	Owner / target date

Budget, storage space and purchasing constraints

PRACTICAL FOOD PREPAREDNESS TEST

Simulate a no-shopping period safely

CONTROLLED EXERCISE

Prepare ordinary meals from stored supplies. Record actual water, fuel, quantities consumed and missing ingredients. Do not deliberately spoil food or disable essential utilities.

Test activity	Result / evidence	Improvement
Prepare breakfast		
Prepare lunch / dinner		
Use backup cooking		
Measure cooking water		
Check dietary suitability		
Complete safe cleanup		

Lessons learned and next exercise date

READINESS VERIFICATION

Verified / needs improvement / not tested

ASSESS EACH CAPABILITY

V = Verified through testing or evidence. I = Needs Improvement. N = Not Tested. Record specific evidence and a follow-up action for each.

Capability	V / I / N	Evidence / next action
Requirements calculated		
Usable inventory completed		
Nutritional adequacy reviewed		
Safe storage and rotation		
Cooking water and fuel		
Cold storage failure plan		
Meal exercise completed		
Continuity / resupply		

Overall readiness decision and remaining limitations

CORRECTIVE ACTION REGISTER

Assign owners, target dates and verification

TRACK IMPROVEMENTS

Deficiency / consequence	Required action	Owner / due	Retest

Highest-priority risk and next verification date

MAINTENANCE AND FINAL REVIEW

Keep the household food plan current

RECURRING INSPECTIONS

Maintenance activity	Last checked	Next review / owner
Food quantity and consumption		
Food condition / dates		
Storage temperature / pests		
Cooking fuel and water		
Medical / dietary changes		
Backup cooking equipment		
Evacuation food supply		

FINAL READINESS DETERMINATION

[ ] Verified [ ] Needs improvement [ ] Not tested

Assessment date, assessor and next review

RESUPPLY AND 90-DAY CONTINUITY

Plan for limitations beyond stored food

CONTINUITY AND REPLENISHMENT

Potential limitation	Trigger / warning	Alternative action
Stored calories declining		
Nutritional gap		
Water / cooking fuel shortage		
Food spoilage or pests		
Dependents / special diet		
Resupply routes disrupted		

Practical next steps and conditions requiring a different plan