

| United States Department of Agriculture | May 4, 1998 |
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| Farm and | AMENDMENT 1 TO |
| Foreign Agricultural Services | ANNOUNCEMENT IMP-1 PROCESSING OF CCC-OWNED NONFAT DRY MILK INTO FORTIFIED INSTANT NONFAT DRY MILK |
| Farm Service Agency | |
| Kansas City | The purpose of this amendment is to: |
| Commodity Office P.O. Box 419205 Kansas City, | C Change contract requirements from shipping period to delivery period basis. |
| Missouri 64141-6205 | C Increase liquidated damages from \$0.15 to \$0.30 per 100 pounds. |
| | C Add the requirements for receiving payments electronically. |
| | C Add language for the Procurement Marketing and Access Network (PRO-Net) which replaces the Procurement Automated Source System (PASS). |
| | 1. Remove pages 1, 2, 3, 4, 5, 6, 13, and 14, of the announcement and replace with the |

- enclosed pages 1, 2, 3, 4, 5, 6, 6.1, 13, 14 and 14.1.
- 2. This amendment is effective with contracts awarded on or after the date of issuance.

Alan King Director

Enclosures





May 11, 1999

United States Department of Agriculture

Farm and Foreign Agricultural

Farm Service Agency

Services

Kansas City Commodity Office P.O. Box 419205 Kansas City, Missouri 64141-6205

AMENDMENT 2 TO

ANNOUNCEMENT IMP-1 PROCESSING OF CCC-OWNED NONFAT DRY MILK INTO FORTIFIED INSTANT NONFAT DRY MILK

The purpose of this amendment is to:

- C allow contractors to provide a "Contractor's Invoice Certification" evidencing the date of delivery and quantity (units) delivered in good condition.
- C add domestic origin language.
- C add language previously included in the invitation.
- 1. Remove pages 1, 2, 3, 4, 7, 8, 11, 12, 13, 14, and 14.1 of the announcement and replace with the enclosed pages 1, 2, 3, 4, 7, 8, 8.1, 9.1, 11, 12, 13, 14, 15, and 16.
- 2. Remove pages 3, 4, 11, and 12 of Appendix 2 and replace with the enclosed pages 3, 4, 11, and 12.
- 3. This amendment is effective with contracts awarded on or after the date of issuance.

Alan King Director

Enclosures



USDA is an Equal Opportunity Employer



October 14, 1999

United States Department of Agriculture

Farm and Foreign Agricultural Services

Farm Service Agency

Kansas City Commodity Office P.O. Box 419205 Kansas City, Missouri 64141-6205

AMENDMENT 3 TO

ANNOUNCEMENT IMP-1 PROCESSING OF CCC-OWNED NONFAT DRY MILK INTO FORTIFIED INSTANT NONFAT DRY MILK

The purpose of this amendment is to increase liquidated damages from \$0.30 to \$0.45 per 100 pounds.

- 1. Remove pages 13 and 14 of the announcement and replace with the enclosed pages 13 and 14.
- 2. This amendment is effective with contracts awarded on or after the date of issuance.

Alan King Director

Enclosures

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United States Department of Agriculture

Farm and Foreign Agricultural Services

Farm Service Agency

Kansas City Commodity Office P.O. Box 419205 Kansas City, Missouri 64141-6205 January 21, 2000

AMENDMENT 4 TO

ANNOUNCEMENT IMP-1 PROCESSING OF CCC-OWNED NONFAT DRY MILK INTO FORTIFIED INSTANT NONFAT DRY MILK

The purpose of this amendment is to include the requirements for the Total Quality Systems Audit program.

- 1. Remove the Table of Contents and pages 1, 2, 3, 4, 5, 6, 9.1, 15, and 16 of the announcement and replace with the enclosed Table of Contents and pages 1, 2, 3, 4, 5, 6, 9.1, 9.2, 15 and 16.
- 2. This amendment is effective with contracts awarded on or after the date of issuance.

Under J. 1Sh

Vicki J. Hicks Deputy Administrator, Commodity Operations

Enclosures

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August 5, 1994

TO: INSTANT NONFAT DRY MILK PROCESSORS

Enclosed is Announcement IMP-1 (which supersedes Announcement KC-M-6) for the processing of CCC-owned nonfat dry milk into fortified instant nonfat dry milk. The effective date is August 5, 1994.

The reasons for issuing IMP-1 are to:

- 1. Update KC-M-6 and incorporate Amendments 1 through 12.
- 2. Include all certifications, representations, and warranties in Appendix 1.
- 3. Include applicable packaging and marking requirements in Appendix 2.

Appendix 1, (Certifications, Representations, and Warranties for Dairy Commodity Procurements) must be completed, signed and submitted annually to the Kansas City Commodity Office. Offerors are responsible for updating the Appendix 1 as may be necessary. **NOTE:** *The Appendix 1 is applicable for all dairy announcements. It is <u>not</u> necessary to submit Appendix 1 for each announcement requesting offers to provide dairy products to Commodity Credit Corporation.*

Appendix 2, (Packaging and Marking Specifications) replaces DACO-DAIRY Handbook "Packaging of Dairy Products" for instant nonfat dry milk. Exhibit F of Appendix 2 is a list of General Services Administration Regional Business Service Centers that supply copies of referenced Federal specifications and standards.

The U.S. Small Business Administration (SBA) has established the Procurement Automated Source System (PASS) to assist large businesses in locating small suppliers of goods and services. Presently it lists profiles of almost 213,000 companies, including over 37,700 minority-owned and 47,000 women-owned firms. For more information concerning PASS, contact the SBA at 816-426-5502, FAX 816-426-5559.

Although most of the changes are listed above, other language changes have been made. We urge you to read the Announcement and the Appendixes to the Announcement carefully.

Norman D. Houser Director Kansas City Commodity Office

Enclosures

EFFECTIVE: AUGUST 5, 1994

UNITED STATES DEPARTMENT OF AGRICULTURE

Commodity Credit Corporation

KANSAS CITY COMMODITY OFFICE P.O. BOX 419205 KANSAS CITY, MO. 64141-6205

ANNOUNCEMENT IMP-1

PROCESSING OF CCC-OWNED NONFAT DRY MILK INTO FORTIFIED INSTANT NONFAT DRY MILK



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UNITED STATES

AGRICULTURE

Commodity Credit

CORPORATION

KANSAS CITY COMMODITY OFFICE POST OFFICE BOX 419205 KANSAS CITY, MO. 64141-6205

ANNOUNCEMENT IMP-1 PROCESSING OF CCC-OWNED NONFAT DRY MILK INTO FORTIFIED INSTANT NONFAT DRY MILK

(Supersedes Announcement KC-M-6)

1. GENERAL

- A. <u>Invitation for Offers</u>
 - (1) The Commodity Credit Corporation ("CCC") will from time to time issue an invitation for offers under this Announcement to process and repackage CCC-owned bulk spray process nonfat dry milk ("NDM") into fortified instant NDM ("INDM") for use in domestic donation programs.
 - (2) The invitation will specify the office to which offers are to be submitted, the closing time for receipt of offers, and provisions applicable to the proposed procurement which are in addition to or different from those set forth herein.
- B. <u>Terms and Conditions</u>
 - (1) Provisions of "General Terms and Conditions for the Procurement of Agricultural Commodities or Services," USDA-1, Revision No. 2, as amended ("USDA-1"), are incorporated as specified in section 5 of this Announcement.
- T.. (2) Offerors are cautioned to read all terms and conditions of USDA-1, TQSA Supplier Guidelines, this Announcement, the Appendixes to this Announcement and the invitation. ..T
 - C. <u>Certifications, Representations, and Warranties</u>

Appendix 1 to this Announcement contains certifications, representations, and warranties that must be certified and submitted annually to CCC prior to or with an offer. In addition to an annual submission, offerors must submit an updated Appendix 1 as changes in the certifications, representations, and warranties submitted to CCC occur throught the year.

D. <u>Packaging and Marking Specifications</u>

Appendix 2 to this Announcement contains packaging and marking specifications, and related requirements, applicable to INDM delivered under this Announcement. References to the words "commodity" or "product" contained in Appendix 2 means instant nonfat dry milk. Announcement IMP-1 **T.** Amended January 21, 2000

Page 2

E. <u>Commercial Item Description</u>

Appendix 3 to this Announcement is the Commercial Item Description (CID) for Instant Nonfat Dry Milk, A-A-20085B, dated June 29, 1994. See sections 9.A. and 9.B. (1) of this Announcement.

2. ELIGIBILITY OF OFFERORS

To be eligible to submit an offer under this Announcement, the offeror must:

- A. Submit a completed "Solicitation Mailing List Application" (Standard Form 129) to the Contracting Officer prior to a first offer.
- B. Complete all portions of the SF-129, except Item 18 and include the following:
 - (1) Item 8. Provide full name and main office address of all affiliates including any parent company. A "parent" company is one that owns or controls the activities and policies of the bidder. An "affiliate" is defined on the back of Standard Form 129.
 - (2) Item 10. Identify the commodities/products the offeror is interested in supplying.
 - (3) Item 19 and 20. Signature of an officer of the company.
- C. Resubmit an updated Form SF-129 as the information on the form changes.
- D. Be a responsible prospective contractor as defined in Federal Acquisition Regulation (FAR) at 48 C.F.R. § 9.104. CCC may request a pre-award survey to be conducted by the Defense Contract Administration Management Area Operations for the purpose of evaluating the offeror's ability to perform the contract.
- E. Meet the definitions of a manufacturer or regular dealer as provided in sections 3 and 4, respectively, of Appendix 1.
- F. Maintain a bona fide business office in the United States for the purpose of selling to CCC the product described in this announcement. The offeror must maintain an office, employee, or agent for service of process.
- T.. G. Meet the requirements of the Total Quality Systems Audit (TQSA) Program. Offerors shall only be allowed to offer from plants that have been audited under TQSA and have

Announcement IMP-1 **T.** Amended January 21, 2000

received a score of at least 70 points. The Total Quality Systems Audit Supplier Guidelines setting forth the TQSA requirements may be obtained at the Internet location www.fsa.usda.gov/daco/TQSA/tqsa.htm or by contacting:

TQSA Coordinator USDA/FSA/PDD/Stop 0551 1400 Independence Avenue, SW Washington, DC 20250-0551

Phone number: 202-690-2534 Fax number: 202-690-1809 ... T

3. SUBMISSION OF OFFERS

- A. <u>How to Submit Offers</u>
 - (1) Offers must be submitted by regular mail, express mail, or by hand. (The invitation will specify the office to which offers are to be submitted.) Offers must include a signed original and one copy of the offer form provided with the invitation. Reproductions of the offer form are acceptable.
 - (2) Envelopes containing the offers are to be sealed and marked with the name and address of the offeror in the upper left corner. Offers submitted by express mail, must be sealed inside a second envelope. All envelopes are to have Optional Form OF-17 (Rev. 10/83) Sealed Bid Label filled in and attached or must be plainly marked with the following statement: "DO NOT OPEN UNTIL PRESCRIBED TIME UNDER ANNOUNCEMENT IMP-1, DAIRY INVITATION (Enter Appropriate Invitation Number.)" If overnight/express service is utilized, this statement must be printed clearly on the outer express envelope, not the mailing label.
 - (3) Modifications, withdrawals of offers, and price adjustments may be submitted by letter, express mail, facsimile, or hand delivered. Market price adjustments must be submitted on KC-327.

- (4) Modifications or withdrawals of offers may be submitted via facsimile at the offeror's risk. CCC will not be responsible for any failure attributed to the transmission or receipt of facsimile changes including, but not limited to the following:
 - (a) Receipt garbled or incomplete;
 - (b) Availability or condition of the receiving facsimile equipment;
 - (c) Incompatibility between the sending and receiving equipment;
 - (d) Delay in transmission or receipt of price changes;
 - (e) Failure of the bidder to properly identify the information;
 - (f) Illegibility of the information; or
 - (g) Security of data.
- (5) Modifications submitted by facsimile must contain the required signatures.
- B. <u>Where and When to Submit Offers</u>
 - (1) Offers, modifications, or withdrawals of offers must be submitted to KCCO and received by the date and local time specified in the invitation for receipt of offers. In the event such date falls on a business day when KCCO is closed, offers must be received by the specified time on the next succeeding workday.
 - (2) Whether an offer, modification, or withdrawal is received timely will be determined, in the case of regular mail and express mail, by the time stamp of the Kansas City Management Office ("KCMO") mailroom.
 - (3) Whether wire modifications, or withdrawals are received timely will be determined by the time the Telex, or TWX were available for accessing from KCMO Easylink system, as determined by the Easylink system.
- T.. C. <u>Basis of Offer</u>

Offers are invited f.o.b. destination unless otherwise stated in the invitaion. Certain destinations require delivery by TRUCK ONLY or RAIL ONLY. Destinations asterisked together in the invitation indicate carlot combinations, and offers are requested for delivery to all points indicated in the combination. Offerors may rearrange destination sequence on carlot combinations provided the offer is for all parts of the carlot combination. A single price shall be offered for each item. Offers for less than quantity requested per item will not be accepted. **USE OF OPEN VAN CARRIERS IS NOT ALLOVED...T**

4. ACCEPTANCE OF OFFERS

- A. Acceptance of offers by CCC will be made by telegram, facsimile, Telex, TWX, Easylink, mail, or mailgram. CCC will notify successful offerors on the date specified in the invitation.
- B. Factors considered in accepting offers will include price, program requirements, time of shipment, the total cost to the Government to deliver the INDM to the ultimate destination, and the responsibility of the offeror which may be demonstrated by prior contract performance. The date of acceptance by CCC will be the contract date.
- C. CCC may accept or reject any or all offers, or portions thereof.

5. **PROVISIONS OF CONTRACT**

- A. The contract consists of:
 - (1) Contractor's offer,
 - (2) CCC's acceptance,
 - (3) The applicable invitation,
 - (4) This Announcement, including Appendixes 1, 2, and 3,
 - (5) Any "wage determinations under the Service Contract Act," and
- T.. (6) TQSA Supplier Guidelines. ..T
 - (7) USDA-1, except Articles 50, 55, 93, and 95. Articles 56, 65, and 67 are applicable, except that contracts will be executed on a delivery basis. All words referring to "ship," "shipping," "shipments," and "shipped" shall be "deliver," "delivering," "delivery(ies)," and "delivered."
 - B. Checkloading subject to Article 55 of USDA-1 may be performed at the contractor's request and upon the Contracting Officer's written approval.
- T.. C. If the provisions of USDA-1, TQSA Supplier Guidelines, and this Announcement are not consistent, the provisions of this Announcement will prevail. If the provisions of USDA-1, TQSA Supplier Guidelines, this Announcement, and the invitation are not consistent, those of the invitation will prevail. ..T
 - D. No interpretation or amendment of this Announcement is valid or enforceable unless such interpretation or amendment is in writing and executed by the Contracting Officer or an authorized representative.

T... 6. NAICS CODE AND SMALL BUSINESS SIZE STANDARD

A. The North American Industry Classification System (NAICS) code for this acquisition and the small business size standard is:

| NAICS CODE | SIZE STANDARD (EMPLOYEES) |
|------------|------------------------------|
| 311514 | 500 |

- B. The small business size standard for a concern which submits an offer in its own name, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.
- C. The U.S. Small Business Administration (SBA) has implemented the Procurement Marketing and Access Network (PRO-Net), which has replaced the former Procurement Automated Source System (PASS). PRO-Net is a procurement related Internet-based electronic search engine for locating small, small disadvantaged, and women-owned small business sources. The PRO-Net Internet address (URL) is (http://pro-net.sba.gov). Companies that do not have access to the Internet may register for PRO-Net through your local SBA Office. The PRO-Net is a free electronic gateway linked to the Commerce Business Daily, government agency home pages, and other sources of procurement opportunities.

7. PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT

- A. The Government suspends or debars contractors to protect the Government's interests. Contractors must not enter into any subcontract equal to or in excess of the small purchase limitation of \$25,000 with a contractor that has been debarred, suspended, or proposed for debarment unless the acquiring agency's head or designee determines there is a compelling reason for such action (FAR at 48 C.F.R § 9.405).
- B. The contractor will require each proposed first-tier subcontractor, whose subcontract shall exceed the small purchase limitation of \$25,000, to disclose to the contractor, in writing, whether as of the time of award of the subcontract, the subcontractor, or any of its principals, is or is not debarred, suspended, or proposed for debarment by the federal government.

- C. A corporate officer or a designee of the contractor must receive the written approval of the Contracting Officer before entering into a subcontract with a party that is debarred, suspended, or proposed for debarment (see FAR at 48 C.F.R. § 9.404 for information on the list of Parties Excluded from Procurement Programs). The request for approval must include the following:
 - (1) The name of the subcontractor.
 - (2) The contractor's knowledge of the reasons for the subcontractor being on the list of Parties Excluded from Procurement Programs;
 - (3) The compelling reasons for doing business with the subcontractor notwithstanding its inclusion on the list of Parties Excluded from Procurement Programs; and

(4) The systems and procedures the contractor has established to ensure that it is fully protecting the Government's interests when dealing with such subcontractor in view of the specific basis for the party's debarment, suspension, or proposed debarment.

8. PROCESSING REQUIREMENTS

- A. The plants in which the bulk NDM is instantized, fortified and repackaged into INDM must be inspected and approved by the Dairy Grading Branch, Dairy Division, Agricultural Marketing Service ("AMS") USDA prior to submission of offer.
- B. The contractor must deliver 99.25 pounds of INDM for every 100 pounds of bulk NDM delivered by CCC which has been approved for processing by AMS. CCC will be responsible for the disposition of any bulk NDM not approved for processing. All empty bags and any sweepings remaining from the processing operation will become the property of the contractor.
- C. NDM owned by the contractor may be commingled with CCC-owned NDM. Offeror must indicate in the offer form if such practice will be used. The contractor's NDM must meet the following requirements:
 - (1) The bulk NDM processed into INDM must have been manufactured by the spray process from fluid milk produced in the United States and in plants which have been approved by AMS;
 - (2) The bulk NDM must not be more than 60 days old on the date it is processed into INDM and must not have been previously owned by CCC; and
 - (3) The bulk NDM must meet U.S. Extra Grade requirements.

9. COMMODITY SPECIFICATIONS

T.. Offerors currently selling INDM on the commercial market, have the option of offering INDM as either a commercial brand <u>or</u> as a USDA brand that meets USDA commodity specifications, packaging, markings, and inspection required in this announcement.

A. Commercial Brand

Only commercial brand INDM packaged with 12/25.6-ounce cartons will be accepted. INDM in the 6/4-pound pack size may be either commercial brand or USDA brand. Commercial brand INDM must comply with the requirements of Appendix 3, Commercial Item Description for Instant Nonfat Dry Milk, Type IV. The contractor's certification, as specified in Appendix 3, will be used in lieu of inspection requirements set forth in Section 10 of Announcement IMP-1.

- B. USDA Brand ...T
 - (1) The INDM must comply with the requirements of Appendix 3 to this Announcement except as amended by this Announcement or applicable invitation.
 - (2) The INDM must be fortified with Vitamins A and D, and must be U.S. Extra Grade as set forth in the United States Standards for Instant Nonfat Dry Milk, as amended, provided that:
 - (a) The density must be in the range of 25 to 35 grams (100 ml sample) as determined by AMS; and
 - (b) The moisture content must not exceed 4.0 percent. INDM with moisture content in excess of 4.0 percent, but not more than 4.5 percent, will be accepted at the following discounts below the contract price:

| | OR EXCESS MOISTURE ONTENT |
|-------------------------------|------------------------------|
| Moisture Content (Percent) | Discount Per Pound (Cents) |
| 4.1 | 0.1 |
| 4.2 | 0.2 |
| 4.3 | 0.3 |
| 4.4 | 0.4 |
| 4.5 | 0.5 |

- C. Level of Vitamin Fortification
 - (1) The INDM must be fortified by either the wet process or the dry process in such a manner as to assure even distribution of the vitamins at the rate of not less than 2,200 International Units (IU) of Vitamin A and 440 IU of Vitamin D per 100 grams of INDM. The vitamins must be added at a sufficient level to provide for loss in vitamin potency during processing.
 - (2) INDM containing more than 5,100 or less than 2,200 IU of Vitamin A per 100 grams will be rejected by CCC.

D. <u>Vitamin Sources for Dry Process Fortification</u>

(1) The vitamins must be Vitamin A Palmitate (Retinyl Palmitate) or Vitamin A Acetate (Retinyl Acetate), and Vitamin D_2 (Ergocalciferol, or activated Ergosterol), or D_3 (activated 7-Dehydro Cholesterol). The ratio of vitamins added to the INDM must be 5 IU of Vitamin A to 1 IU of Vitamin D. The vitamins added must be suitably blended in a bland, dry, edible carrier capable of being readily dispersed when the INDM is reconstituted. Suitable carriers must be used as permitted by the Food and Drug Administration (FDA). (2) The contractor must obtain a certification from the vitamin supplier (which the contractor, by delivering the INDM warrants to be correct) that the supply of vitamins to be delivered to the processor has been tested and found to be substantially without flavor, readily dispersible and suitable for use in milk products.

E. <u>Vitamin Sources for Wet Process Fortification</u>

- (1) The Vitamins must be Vitamin A Palmitate (Retinyl Palmitate), and Vitamin D_2 (Ergocalciferol or activated Ergosterol) and D_3 (activated) 7-Dehydro Cholesterol). The ratio of vitamins added to the NDM shall be 5 IU of Vitamin A to 1 IU of Vitamin D. A small amount of suitable bland, edible oil, may be used as a diluent and solvent for the purpose of adjusting potency to give not less than one million United States Pharmacopoeia (USP) units per gram. Suitable food grade antioxidant to stabilize the vitamins and food grade emulsifier must be used as permitted by FDA.
- (2) Only hydrogenated coconut oil conforming to the provisions of FDA and the following requirements must be used to further dilute the vitamins before they are added to the fluid skim milk in accordance with the vitamin supplier's instructions:

| FLAVOR | CLEAN AND BLAND |
|-----------------------------------|---------------------|
| REFRACTIVE INDEX AT 104 DEGREES F | 1.448 TO 1.452 |
| IODINE VALUE | 4.0 |
| MAXIMUM MELTING POINT | 98 TO 102 DEGREES F |
| SAPONIFICATION VALUE | 250 TO 260 MAXIMUM |

(3) The contractor must obtain a certification from the vitamin supplier that the supply of vitamins to be delivered to the processor has been tested and found to be substantially without flavor, and suitable for use in milk products; and that the vitamin assays for Vitamin A (Palmitate), Vitamin D_2 (Ergocalciferol or synthetic Oleo Vitamin D), and Vitamin D_3 (activated 7-Dehydro Cholesterol) are not less than the label claim when tested by methods prescribed in USP XIX. The contractor, by delivering the INDM, warrants the certification to be correct.

- T.. Amended January 21, 2000 F. Domestic Origin
 - (1) The product delivered under this announcement must be produced in the United States from commodities produced in the United States.
 - (2) For purposes of this section, the following definition applies:

"Produced in the United States" means manufactured, processed, mined, harvested, or otherwise prepared for sale or distribution, from components originating in the United States. Components originating in the United States which have been exported, and subsequently imported back into the United States, will not be considered as having been produced in the United States.

- (3) The contractor must maintain records to verify that during the contract shipping period, at the point of packaging or, in the case of bulk commodities, at the point of delivery to CCC, the product was in compliance with the domestic origin requirements of this section of the announcement. (See Article 76 of USDA-1.)
- (4) CCC will randomly conduct domestic origin compliance reviews to determine if the product delivered to CCC was produced and manufactured in the U.S. from materials produced and manufactured in the U.S. Upon request, the contractor must submit documentation substantiating compliance to the contracting officer for review. This documentation may include procurement, production, inventory, delivery, and any other pertinent records. Onsite reviews may also be performed, at the discretion of CCC.

T.. 10. QUALITY ASSURANCE

- A. The contractor must perform the product testing and quality analysis to ensure that the product meets the specifications described in Section 9. The results must be evidenced by a Certificate of Analysis. The contractor must retain the Certificates of Analysis and furnish to CCC upon request. Contractors are required to notify KCCO immediately of lots that fail to meet contract requirements.
- B. Contractor must not ship the product unless the containers and markings meet the Acceptable Quality Level (AQL) of the "U.S. Standards for Condition of Food Containers." Except with respect to shipments which do not meet the AQL standards, and notwithstanding Article 56 (b) of USDA-1, contractor assumes all risks and liabilities that arise with respect to the failure of the shipped product to meet contract specifications.

- C. TQSA program is a method of contractor verification and shall not relieve contractors of their responsibility to deliver a product which complies with all contractual and specification requirements.
- D. If contractor becomes TQSA non-compliant after contract is awarded and through execution of contract, the contracting officer may terminate contract for default...T

11. INSPECTION REQUIREMENTS

A. The inspection required by Article 54 of USDA-1 will be performed by AMS. With regard to the quality of INDM, only inspection of the finished product characteristics as specified in section 9. of this Announcement is required. However, continuous inspection of all processing operations may be requested at the option of the contractor. Procedures to be followed and a schedule of fees for inspection services may be obtained by contacting:

Dairy Grading Branch Dairy Division, AMS Building A, Suite 370 800 Roosevelt Road Glen Ellyn, Illinois 60137 AMS.

Subject to Article 54(o) of USDA-1, the quality, weight and packaging of INDM will be evidenced by grading certificates issued by AMS.

- B. The contractor must not ship the INDM unless the contractor is informed by AMS that the containers, labels and markings meet the Acceptable Quality Level ("AQL") of the United States Standards for Condition of Food Containers (7 C.F.R. Part 42). Notice by AMS that a lot ¹ scheduled for shipment does not meet the AQL constitutes rejection to the contractor of such lot.
- C. Except with respect to shipments which do not meet the AQL standards, and notwithstanding Article 56(b) of USDA-1, the contractor may ship the INDM prior to receipt of the INDM inspection results if the contractor assumes all risks and liabilities which arise with respect to the failure of the shipped INDM to meet contract specifications.
- D. If the INDM fails to meet contract specifications on one or more factors on the first inspection, the contractor may arrange with AMS for subsequent inspections of the commodity. The inspections may be conducted at origin or a subsequent point of delivery if the provisions of 7 C. F. R. § 58.22 through § 58.32 issued under the Agricultural Marketing Act of 1946, as amended, with respect to retesting, appealing, and new inspections can be met. When subsequent inspections of the INDM are made, the results of the last inspection will be used as the basis for payment under the contract.

¹ The term "lot" as used in this Announcement means the commodity represented by a specific grading certificate issued by AMS in accordance with paragraph 10.A. of this Announcement.

E. Examination and certification of the INDM by AMS does not relieve contractor of its responsibility to deliver INDM which complies with all contractual and specification requirements.

12. PACKAGING AND NET WEIGHT REQUIREMENTS

- A. The INDM must be packaged in 4-pound cartons or bags and shipping containers which meet the specifications set forth in Appendix 2 of this Announcement.
- T.. B. Individual shipping containers must be packed with 6 four-pound cartons or bags and must contain not less than 23.88 pounds net weight of INDM and individual shipping containers with 12/25.6-ounce cartons must contain not less than 19.1 pounds net weight INDM. The appropriate net weight must be marked on the container. The total net weight of the INDM in all shipping containers test weighed by AMS within a lot must not vary more than one-tenth (.1) of one percent under the aggregate net weight as marked on the shipping containers in the lot...T
 - C. <u>Discounts For Test Weight Shortage</u>
 - (1) Any lot of INDM with test weight shortage in excess of one-tenth (.1) of one percent, but not more than four-tenths (.4) of one percent, under the marked net weight of all shipping containers within the lot will be accepted by CCC at the following specified discounts below the contract price:

| DISCOUNTS FOR TEST WEIGHT SHORTAGE | |
|--|---------------------|
| PERCENTAGE OF TEST WEIGHT SHORTAGE | DISCOUNT PER LOT |
| GREATER THAN .1% UP TO AND INCLUDING .2% | \$25.00 |
| GREATER THAN .2% UP TO AND INCLUDING .3% | \$50.00 |
| GREATER THAN .3% UP TO AND INCLUDING .4% | \$75.00 |

- (2) Any lot with test weight shortage in excess of four-tenths (.4) of one percent of the aggregate marked net weight of all shipping containers within the lot will be rejected, or at the discretion of the Contracting Officer, accepted at discounts to be determined by CCC.
- (3) In addition to the discounts specified above, individual shipping containers of INDM included in the sample test weighed in a lot which do not meet the minimum net weight requirements as specified in paragraph B. of this section will result in discounts by CCC of \$10 for the first shipping container and \$5 for each additional shipping container.

D. An amendment will not be required to reduce the contract quantity to reflect the aggregate of test weight shortages.

13. SHIPMENT AND DELIVERY

- A. <u>Delivery of Bulk NDM by CCC</u>
 - (1) Delivery of the bulk NDM by CCC must be, at the option of CCC, either f.o.b. cars or trucks at the contractor's plant(s) or the nearest rail shipping point in accordance with Article 86 of USDA-1, or as agreed to by CCC and the contractor. Upon delivery of the bulk NDM, liability will pass to the contractor in accordance with Article 91 of USDA-1.
 - (2) Provided the contractor has furnished performance security in accordance with section 14 of this Announcement, the bulk NDM will be delivered approximately one week before the time of processing of the INDM as indicated by the shipment schedule specified in the contract.
 - (3) The contractor must furnish to CCC consignee receipts for the bulk NDM delivered. The grading certificates issued by AMS for the CCC-owned NDM (adjusted for any change in the number of containers shipped for processing) is evidence of the net weight of the NDM delivered for processing.
- B. <u>Delivery of the INDM by the Contractor</u>
 - (1) Shipment and delivery must be made in accordance with this Announcement, and Articles 56 and 64 of USDA-1. The KCCO will issue and mail Form KC-269 (Notice to Deliver) containing shipping instructions before the beginning of each scheduled shipping period. The contractor must deliver the INDM in accordance with such instructions. Subject to Article 57 of USDA-1, the contractor will be responsible for the proper loading and bracing of the INDM
 - (2) Risk of loss, damage, destruction or deterioration, as described in Article 91 of USDA-1, will pass to CCC on the date of delivery as evidenced by the bill of lading signed and dated by the carrier, or the signed and dated consignee receipt if delivery is to be in-store at the shipping point.

- (3) The INDM is not ready for delivery until it is properly packed and inspection results are received by the contractor from AMS indicating the INDM meets contractual requirements in all respects.
- The quantity of the INDM delivered by the contractor (4) must be evidenced by a bill of lading signed and dated by the carrier, consignee receipt, or other similar documents acceptable to CCC.
- The quality of the INDM produced under the commingled (5) option, as set out in subsection 8.C. of this Announcement, will be the responsibility of the contractor.
- (6) Contractors are required to make **TWO** notifications for each shipment (See Article 56(c) of USDA-1):
 - The State Agency, "Consign To" party shown on (a) the Notice to Deliver (N/D), must be FAXED on the day of shipment.
 - (b) The receiving warehouse, "Care Of" party shown on the N/D, must be called 24 hours in advance to schedule an unloading appointment. (This is not required for rail shipments.) Contractors must notify the contracting officer in advance if shipments will not be made by the final shipment date under the contract, in accordance with Article 67(a) of USDA-1.
 - (7) Consignees may request upgrading of delivery service; for example, delivery within the doors of the consignee's premises or to a specific room within a Contractors are alerted that such delivery building. terms are beyond contractual requirements. If an upgrade of delivery services is requested and agreed to, additional charges must be billed to the party requesting the service. ...T

BASIS OF SETTLEMENT 14.

- In the event that CCC delivers less bulk NDM than the Α. quantity called for in the contract, settlement will be in accordance with Article 92 of USDA-1.
- In the event that CCC delivers more bulk NDM than the B. quantity called for in the contract, the contractor will have the option of either:
 - (1) Processing, packaging and delivering the excess quantity in accordance with the specifications of the contract and at the price per pound specified in the contract: or

Т..

- (2) Paying CCC for the excess quantity of NDM at a fair market price per pound as determined by CCC.
- C. In the event the contractor delivers less INDM than the minimum yield requirement, as specified in subsection 8.B. of this Announcement, the contract amount paid by CCC will be reduced by the deficient quantity of INDM at a fair market price per pound as determined by CCC.

15. PERFORMANCE SECURITY

Within 10 days after notification by CCC of the acceptance of the offer, the contractor must furnish a surety bond in accordance with Article 85 of USDA-1. Such security must be furnished to KCCO, payable to CCC, and must be in the amount which CCC prescribes in the acceptance of offers. The security shall be computed on the basis of 35 cents per pound multiplied by the maximum quantity of NDM which the contractor is expected to have in his possession at any one time, rounded to the nearest \$1,000.00. However, the required security will be not less than \$25,000.00 nor more than \$250,000.00.

16. LIQUIDATED DAMAGES

U.. A. <u>Compensation to Contractor for Late Mailing of Notice to</u> <u>Deliver</u>

Liquidated damages for delay in delivery due to late mailing of "Notice to Deliver" (KC-269) will be payable in accordance with Article 65 of USDA-1 and will be at the rate of \$0.45 per 100 pounds (net weight) per day.

B. <u>Compensation to CCC for Delay in Delivery</u>

Liquidated damages for delay in delivery will be payable in accordance with Article 67 of USDA-1 and will be at the rate of \$0.45 per 100 pounds (net weight) per day...U

17. INVOICES AND PAYMENT

- A. Invoicing and payment will be handled in accordance with Article 70 of USDA-1, except that a properly prepared invoice package must include the following supporting documents:
 - (1) A signed and dated Form KC-269 (reverse side) which includes the "Contractor's Invoice Certification" evidencing the date of delivery and quantity (units) delivered in good condition, OR

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(2) A signed and dated commercial invoice evidencing the date of delivery and quantity (units) delivered in good condition which must include the following statement (either as a part of the commercial invoice or an attachment to):

"Contractor's Invoice Certification"

"I certify that this invoice presented for payment is true. This certification is executed with full knowledge of the provision of the 15 U.S.C. 714m(a), which provides a fine of not to exceed \$10,000 or imprisonment of not more than five years or both, for making any statement knowing it to be false, for the purpose of influencing in any way the action of the Commodity Credit Corporation, and with full knowledge of the provisions of 31 U.S.C. 3729 imposing civil liability upon any person who shall make or cause to be made a false, fictitious, or fraudulent claim against the United States."

Authorized Signature

Date

- (3) Commercial bill of lading. For commercial brand products, the manufacture's lot code/lot identification number must be shown.
- (4) USDA original (official) commodity inspection certificate, if required.
- (5) If the contractor does not complete a "Contractor's Invoice Certification," then proof of delivery as evidenced by one or more of the following documents will be required as a part of the invoice package:
 - (a) A copy of the Bill of Lading signed and dated by the recipient.
 - (b) A copy of the commercial receipt evidencing delivery signed and dated by the recipient...T

Invoices must be mailed to:

Kansas City Management Office Commodity Financial Operations Division, SB-VIPS PO Box 419205 Kansas City, MD 64141-6205

- B. Payments may be made directly to a financial banking institution. To receive payments electronically, Standard Form 3881, ACH Vendor/Miscellaneous Payment Enrollment Form must be completed. The Debt Collection Improvement Act of 1996 amended 31 U.S.C. 3332 to require Federal agencies to convert all Federal payments from checks to electronic fund transfers no later than January 1, 1999. If you have questions or would like this form mailed to you, contact Commodity Financial Operations Division, ICB.
- T.. C. If product to be delivered by the contractor falls within the quality discount table as outlined in Section 9, Commodity Specifications, a Certificate of Analysis of the analytical results must be submitted with the invoice package, and these factors must be asterisked. ..T

18. INQUIRIES

Inquiries pertaining to USDA-1 and this Announcement should be directed to:

Kansas City Commodity Office Dairy and Domestic Operations Division PO Box 419205 Kansas City, MO 64141-6205

Vicki J. Hicks Deputy Administrator, Commodity Operations

EFFECTIVE: January 1, 2004

UNITED STATES DEPARTMENT OF AGRICULTURE

KANSAS CITY COMMODITY OFFICE P.O. BOX 419205 KANSAS CITY, MO 64141-6205

APPENDIX 1

Representations, Certifications, and Other Statements of Offerors or Respondents for

DAIRY COMMODITY PROCUREMENTS

http://www.fsa.usda.gov/daco/Announcement/dairy/Appendix1.pdf



DATE OF ISSUE: August 5, 1994

UNITED STATES DEPARTMENT OF AGRICULTURE

Commodity Credit Corporation

KANSAS CITY COMMODITY OFFICE P.O. BOX 419205 KANSAS CITY, MO. 64141-6205

APPENDIX 2 Packaging and Marking Specifications

ANNOUNCEMENT IMP-1 PROCESSING OF CCC-OWNED NONFAT DRY MILK INTO FORTIFIED INSTANT NONFAT DRY MILK



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APPENDIX 2 TO ANNOUNCEMENT IMP-1 PROCESSING CCC-OWNED NONFAT DRY MILK INTO FORTIFIED INSTANT NONFAT DRY MILK

Packaging and Marking Specifications

PART 1. BASIC PROVISIONS

1.1 **PURPOSE**

- A. This Appendix outlines the packaging and marking requirements, container specifications, and procedures for the approval of containers and packaging materials used to package instant nonfat dry milk (INDM) under the United States Department of Agriculture (USDA) domestic donation programs.
- B. This Appendix supersedes all previous packaging requirements and specifications, outlined in handbooks, announcements, or notices, for use in shipments of INDM.
- C. Changes to this Appendix will be issued periodically in the form of amendments to the Announcement. Contractors are advised to ensure that all subcontractors, e.g., container and packaging material manufacturers, are familiar with the requirements on a contract-by-contract basis.

1.2 USDA RESPONSIBILITIES

- A. The Deputy Administrator, Commodity Operations (DACO), USDA-FSA, Washington, D.C., is responsible for approving the use of all containers and packaging materials.
- B. The Agricultural Marketing Service (AMS) is responsible for examining the containers and packaging materials according to the:
 - (1) Specifications in this Appendix.
 - (2) U.S. Standards for Condition of Food Containers.
 - (3) AMS Handbook for Inspection of the Condition of Food Containers.

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C. The Kansas City Commodity Office (KCCO) is responsible for accepting or rejecting commodities, containers, and packaging materials on a contract-by-contract basis

1.3 APPROVAL OF ALTERNATIVE PACKAGING

- A. To request approval of alternative containers or packaging materials, commodity suppliers or package manufacturers must submit a written request to DACO, including the package construction specification and any supporting evidence of performance such as:
 - (1) Laboratory test data.
 - (2) Reports of field testing.
 - (3) History of successful use in commercial channels.
- B. The supporting evidence must show that the proposed alternative container or packaging material will perform as well as the container(s) or packaging material(s) currently authorized for use.
- C. In response to requests, DACO will do one or more of the following:
 - (1) Request that samples of the container or packaging material be sent for evaluation to a package testing laboratory designated by DACO.
 - (2) Require test shipments of filled containers.
 - (3) Authorize the use of the container or packaging material, in writing, based on the information submitted and/or completion of successful testing.

1.4 INQUIRIES

Inquiries concerning these specifications or the approval of alternative containers should be directed to:

USDA/FSA/DACO Contract Management Branch P.O. Box 2415 Washington, D.C. 20013-2415 ATTN: Packaging

1.5 **QUALITY CONTROL**

To verify that containers or packaging materials continue to meet the applicable construction and performance specifications approved by DACO, the following steps are in effect under the authority of Article 54 of USDA-1.

- A. At the contractor's plant, AMS will select random samples of the containers or packaging materials intended for use in shipment of the product.
- B. AMS will send the samples to a package testing laboratory designated by DACO.
- C. The number of samples selected and the frequency of laboratory testing will be determined by DACO.
- D. Samples may or may not be evaluated at the laboratory prior to the packaging and shipment of the product.
- E. Containers or packaging materials found to be in noncompliance may be rejected to CCC's contractor.
- F. All samples will be held at the laboratory for future reference and will be examined, as deemed necessary, to determine compliance.

1.6 **LIABILITY**

In accordance with Article 60 of USDA-1, CCC's contractor will be liable if containers or packaging materials do not meet contract requirements.

1.7 GSA REGIONAL BUSINESS SERVICE CENTERS

Exhibit F is a list of General Services Administration (GSA) Regional Business Service Centers that supply copies of referenced Federal specifications and standards.

T.. 1.8 COMMERCIAL PACKAGING AND MARKING SPECIFICATIONS

- A. Commercial packaging and markings must only comply with the following parts of this Appendix:
 - Part 2.1, Containers and Materials
 - Part 3.6, Unitization Requirement
 - Part 4.4, Lot Code
- B. At contractor's option a statement such as "NOT FOR RETAIL SALE" may be printed on the principal display panel of the food label. ...T

PART 2. GENERAL REQUIREMENTS

2.1 CONTAINERS AND MATERIALS

- A. Unless otherwise specified, all containers and packaging materials must be:
 - (1) Constructed as specified in this Appendix and any referenced specifications, or as authorized in writing by DACO.
 - (2) New and made of components and by processes which will not impart an odor, flavor, color, or other objectionable characteristic to the product being packaged.
 - (3) Constructed to meet the requirements of the Food and Drug Administration (FDA) for safe contact with the packaged product.
 - (4) Of a type normally used in commercial channels and constructed and closed in compliance with the applicable carrier rules and regulations.
 - (5) Constructed from the maximum amount of recycled materials practicable without jeopardizing performance or food safety.
- B. All containers and packaging materials must be manufactured and assembled in the United States. The components that make up the fabricating materials of the containers and packaging materials must be of U.S. origin to the extent that they are commercially available. Questions concerning the availability of a material should be directed to:

USDA/FSA/DACO Contract Management Branch P. O. Box 2415 Washington, D. C. 20013-2415 ATTN: Packaging

C. The contractor must maintain records to verify that during the contract shipping period, at the point of packaging, the containers and packaging materials were in compliance with paragraph 2.1, B. See Article 76 of USDA-1.

- D. Filled containers must be safe for individuals coming in contact with them during handling, stacking, and storage operations.
- E. The weight capacity of a container, e.g., 4-pound carton, is defined as a container designed to hold 4 pounds of product.

2.2 CERTIFICATION OF COMPLIANCE

- A. A Certification of Compliance (C.O.C.) must be provided by the container or packaging material manufacturer for each contract.
- B. The C.O.C. must state that all containers or packaging materials meet the requirements of this Appendix.
- C. AMS will determine whether the contractor has obtained a C.O.C. from the appropriate container or packaging material manufacturer.
- D. The C.O.C. must be either printed on each individual container or provided in writing for review by AMS. When printed on the container, the C.O.C. must be as small as possible, yet legible.
- E. The C.O.C. must read:

"THIS CONTAINER IS CONSTRUCTED IN COMPLIANCE WITH DACO PACKAGING REQUIREMENTS"

or

"THIS PACKAGING MATERIAL IS CONSTRUCTED IN COMPLIANCE WITH DACO PACKAGING REQUIREMENTS"

F. The C.O.C. may be printed in either upper or lower case lettering.

PART 3. CONTAINER AND PACKAGING REQUIREMENTS

3.1 **PERFORMANCE REQUIREMENTS**

The package must be constructed from barrier type materials to ensure a minimum one year shelf life.

3.2 CARTONS

A. <u>Type I</u>

Four pounds of INDM must be packed into a paperboard carton with sealed ends. The carton must conform to Federal Specification PPP-B-566, as amended, Variety I, Style I. The carton must be constructed of a minimum 0.026 inch solid food grade fiberboard. The outer flaps, top and bottom, must be either: (1) fully overlapping, or (2) short or economy type with a minimum one inch overlap. The flaps must be closed with an odor-free, nontoxic adhesive. The carton must have an interior bridge to prevent bulging. The interior bridge must be a minimum of 7 inches in length. A pour spout must be located in the upper portion of a side panel. The carton must be sized to minimize headspace.

B. <u>Type II</u>

The carton must be as specified in paragraph 3.2.A., however; the board stock must be a minimum 0.028 inch and the carton must have an innerliner. An interior bridge is not required.

C. <u>Type III</u>

The carton must be as specified in paragraph 3.2.A., however; the board stock must be a minimum 0.026 inch natural manila (brightness 60-63) bleached on the outside and the carton must have a strut to prevent bulging. The strut must be constructed from the same material as the carton and must be a minimum of 5 inches in length.

D. <u>Type IV</u>

The carton must be as specified in paragraph 3.2.A., however; the board stock must be a minimum 0.030 bleached or unbleached, food grade, bending chipboard. An interior bridge is not required. Appendix 2 to IMP-1 August 5, 1994

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3.3 CARTON OVERWRAPS

The overwrap constructions listed below must have a white outside surface:

A. <u>Type A</u>

The overwrap must be constructed of a lamination of: (1) 28-pound special opaque sulphite paper, (2) 10 pounds of polyethylene, (3) 0.00035 inch aluminum foil, and (4) 11 pounds of high-gloss, heat sealing wax with a minimum of 4 pounds on any one side.

B. <u>Type B</u>

The overwrap must be constructed of a lamination of: (1) 25-pound opaque sulphite paper, (2) 15 pounds of polyethylene, (3) 0.00035 inch aluminum foil, and (4) 11 pounds of high gloss, heat sealing wax applied with a minimum of 4 pounds on any one side.

C. <u>Type C</u>

The overwrap must be constructed of a lamination of: (1) 25-pound opaque sulphite paper, (2) 10 pounds of polyethylene, and (3) 0.00030 inch aluminum foil. The outer surface must be coated with a high gloss, wax copolymer blend of at least 1.5 pounds. The aluminum foil surface must be coated with 8 pounds of sealant.

D. <u>Type D</u>

The overwrap must be constructed of a lamination of: (1) 26-pound pigment coated kraft paper, (2) 12 pounds of a wax laminating blend, and (3) 0.00035 inch aluminum foil. The wrapper must be coated on two sides with a total of 10 pounds of high gloss heat sealing wax.

E. <u>Type E</u>

The overwrap must be constructed of a lamination of: (1) 25-pound special opaque bleached sulphite paper, (2) 6 pounds of low density polyethylene, (3) 0.00030 inch aluminum foil, (4) 14-1/2 pound bleached sulphite tissue, and (5) 25 pounds of high gloss, heat sealing wax. The wax must be applied with a minimum of 5 pounds on the outside surface and 4 pounds on the inside tissue surface. The tissue side of the wrapper must face the carton.

3.4 **BAGS**

As an alternative to cartons, the bag constructions listed below may be used to package 4 pounds of INDM:

A. <u>Type A</u>

The bag must be a gusseted open-mouth bag with a single or double folded heat-sealed bottom. The top of the bag must be shear cut. The base stock or outer wall must be 40-pound extensible, bleached kraft paper with lamination of: (1) 7-1/2 pound polyethylene, (2) 0.00035 inch aluminum foil, and (3) 15 pounds of polyethylene. The 15 pounds of polyethylene must face the product.

B. <u>Type B</u>

The bag must be a double-wall automatic self-opening style bag. The outer wall must be a minimum 50-pound machine finish white kraft, and the inner wall must be a minimum 40-pound natural kraft. All seams must be pasted. A separate polyethylene film pouch having a thickness of not less than 0.0015 inch must be inserted in each double-wall kraft bag. A goose-neck tie is acceptable, provided, no leakage of INDM occurs when reasonable pressure is applied to the side of the polyethylene pouch. After the pouch is closed, the top of the double-wall paper bag must be folded down and secured in place by means of a commercial tie.

C. <u>Type C</u>

The bag must be a gusseted, open-mouth, pinch bottom bag with a single folded stepped bottom which is secured to the back of the bag. The top must be shear cut. The base stock or outer wall must be 35-pound bleached kraft paper with a lamination of: (1) 7-1/2 pound polyothylono (2) 0.00035 inch aluminum

(1) 7-1/2 pound polyethylene, (2) 0.00035 inch aluminum foil, and (3) 15 pounds of polyethylene. The 15-pound polyethylene side must face the product.

D. <u>Type D</u>

The bag must be a gusseted open mouth bag with a single fold, heat-sealed bottom. The top must be shear cut. The base stock or outer wall must be 50-pound bleached kraft coated with 4 pounds per ream of a laytex-clay base. Seven pounds of polyvinylidene chloride (PVDC) must be applied to the coated surface of the base sheet and 22 pounds of low density polyethylene must be extruded over the PVDC surface. The 22-pound polyethylene side must face the product. All seals, longitudinal back seals and bottoms, must be fin-polyethylene to polyethylene-seals.

3.5 SHIPPING CONTAINERS

- A. Shipping containers must be packed with six cartons or bags, in an upright position, and arranged in two rows of three each.
- B. Shipping containers must conform to Rule 41, as amended, of the Uniform Freight Classification (UFC) Rules and Regulations and be constructed of a minimum 40-pound edge crush test (ECT) corrugated fiberboard. The shipping containers must be regular slotted containers.
- C. Half slotted partitions must be provided for the packaging of bags. They must form individual snug-fitting cells for each bag and extend to the top of the shipping container.
- D. The closure and sealing of outer flaps with tape or adhesive must be in accordance with UFC Rule 41, Section 9, as amended.
 - (1) Staples or wire stitching is not permitted.
 - (2) The inner and outer flaps must be drawn together as closely as possible to ensure a compact and tight pack.

3.6 UNITIZATION REQUIREMENT

Unless otherwise specified by CCC, all shipments of packaged products must be unitized (palletized and stretch wrapped) as follows:

- A. Pallets must be:
 - Constructed to facilitate the safe handling, stacking, and transportation of the packaged product, as a unit, without loss or damage;
 - (2) 48 x 40 inches, four-way or partial four-way, and reversible or nonreversible flush stringer; and
 - (3) Suitable for use in the shipment of food products.
- B. Plastic stretch-wrap must be:
 - (1) Constructed of a plastic film which is to be stretched a minimum of 50 percent beyond its original length when stretched around the pallet load; and
 - (2) Applied as tightly as possible around all tiers of the palletized shipping containers. The shipping containers must be held firmly in place by the stretch-wrap.
- C. Pallet loads must be:
 - Stacked in such a way as to minimize the amount that shipping containers overhang the edges of pallets. (While shipping containers may overhang the edges of pallets, contractors are reminded that they are responsible for the safe shipment and delivery of the product); and
 - (2) Blocked and braced or otherwise loaded into the conveyance in a manner that prevents shifting during transit.

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PART 4. MARKING REQUIREMENTS

4.1 GENERAL REQUIREMENTS

- A. <u>4-Pound Bags and Cartons</u>
 - (1) The bags, cartons, or overwraps (when used) must be clearly marked in accordance with Exhibits A-1 (4 lb. carton), and B-1 (4 lb. bag). Exhibits A-2 and B-2 are overlays.
 - (2) The markings must be printed in WATERPROOF, PERMANENT, BLACK AND BLUE INK (CF/1cb/10-solid color) as identified in the IPI Color Finder.
- B. <u>Shipping Containers</u>

The shipping containers must be clearly marked in WATERPROOF, PERMANENT, BLACK OR BLUE INK, in accordance with Exhibit C.

4.2 STATE AND PLANT NUMBER

The State and plant number must be printed on each shipping container. The State and plant number is assigned by the State and reported by AMS in "Dairy Plants Surveyed and Approved for USDA Grading Service."

T.. 4.3 DATE OF PACK CODE

The month/year of pack must be applied to containers. A date of fill code may be applied in addition to, but not in lieu of, the month/year of pack. \dots T

4.4 **LOT CODE**

A lot code must appear on all shipping containers. Lot codes relate to the day of production. Contractors may use any type of lot coding system, provided, it can identify the day of production in the contractor's records.

4.5 SAFE STACKING INSTRUCTIONS

Corrugated fiberboard shipping containers must be marked to show the maximum safe stacking height. This should be expressed as follows: "Do not stack above _____ tiers per pallet, _____ pallets high." It is the responsibility of the contractor in cooperation with the shipping container manufacturers to determine the safe stacking height.

4.6 UNIVERSAL PRODUCT CODE

- A. A Universal Product Code (UPC) and symbol must appear on each primary package, and a UPC shipping container code called Interleaved 2 of 5 (I 2/5) must appear on each shipping container as specified below. In accordance with the UPC guidelines published by the Uniform Code Council, Incorporated, a 12-digit UPC (code and symbol) must appear on each primary package and a 14-digit I 2/5 bar code must appear on each shipping container. For contrast in scanning, a white patch or block must be used as background for bar codes applied directly to metal containers. A high degree of contrast is required for bar codes applied directly to plastic containers. The UPC guidelines describe the requirements for the proper placement, printing, readability, and scanability for bar coding.
- B. The format and code to be used is as follows:

| COMMODI TY | PACK | PRIMARY | SHI PPI NG CONTAI NER |
|------------|---------|-----------------|-----------------------|
| | SI ZE | CONTAINER CODE | CODE |
| I NDM | 4 pound | 7 15001 02090 1 | 1 07 15001 02090 8 |

- C. The complete code including the check digit (the last digit of the applicable UPC code) must be printed in machine-readable and human-readable form. The start and stop indicators must be included in the bar code symbols. The UPC system is a commonly used method of bar coding merchandise in commercial channels. Package manufacturers, printers, and film master suppliers are familiar with this symbology. USDA has acquired a unique manufacturer's identification number for this application.
- D. Further information concerning UPC codes and symbols may be obtained by contacting the:

Uniform Code Council, Inc. (UCC) 8163 Old Yankee Road, Suite J Dayton, Ohio 45458 Phone (513) 435-3870

Contractors need not join the UCC.

4.7 KOSHER CERTIFICATION

When specified in the invitation, vendors under rabbinical supervision must either:

- A. Place a Kosher certification symbol on individual packages and shipping containers. (The symbol shall attest to compliance with applicable dietary (Kosher) laws.)
- B. Provide a letter to the consignee certifying compliance with applicable dietary (Kosher) laws.

4.8 **RECYCLE SYMBOLS**

- A. The contractor must place the recycle symbol and the words "PLEASE RECYCLE" somewhere on the surface of each primary and shipping container which is widely recycled. By "widely recycled," it is meant recycled in most communities. The words "PLEASE RECYCLE" are to be placed under the recycle symbol. The following USDA packaging materials are widely recycled and should be marked with the symbol and statement in accordance with Exhibit E:
 - (1) Corrugated fiberboard (cardboard) boxes
 - (2) Steel (tin) cans
 - (3) High density polyethylene (e.g., vegetable oil and liquid shortening bottles)
- B. Packaging materials which are not required under the contract to be printed (e.g., certain plastic pouches, bags, and stretch films) need not be marked even though they can be recycled in many communities.
- C. In addition to the recycle symbol and "PLEASE RECYCLE" statement, plastic containers must also be marked in accordance with the appropriate plastic material codes shown in Exhibit E. Reusable plastic overcaps must be marked with the appropriate plastic materials code only. The recycle symbol and "PLEASE RECYCLE" statement must be of sufficient size to be legible.

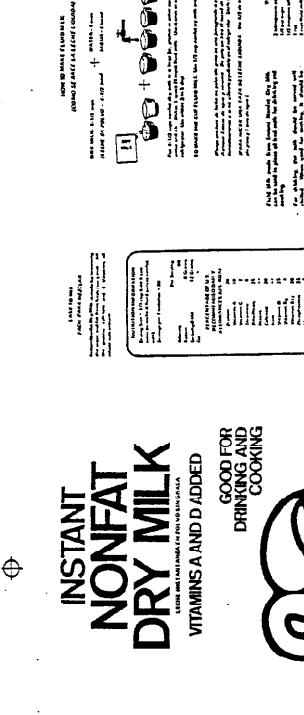
4.9 CERTIFICATION OF COMPLIANCE

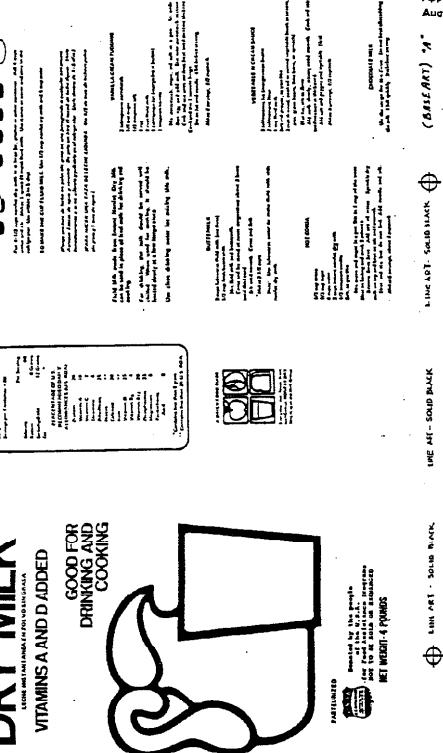
A C.O.C. may be printed on each individual container. When printed on the container, the C.O.C. must be applied in accordance with Paragraph 2.2 of this Appendix.

4.10 CONTAINERS WITH INCORRECT MARKINGS

A. Containers displaying incorrect markings may be used provided that the incorrect markings are obliterated and correct markings are applied in a permanent manner. Appendix 2 to IMP-1 August 5, 1994

B. The contractor must take necessary action, in accordance with USDA-1, Article 62, to prevent the appearance in commercial or other channels of containers and container materials bearing markings required under the contract, including those held by the contractor or others, e.g., overruns.





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EXHIBIT A-1 Appendix 2 to IMP-1

at 5. 1994

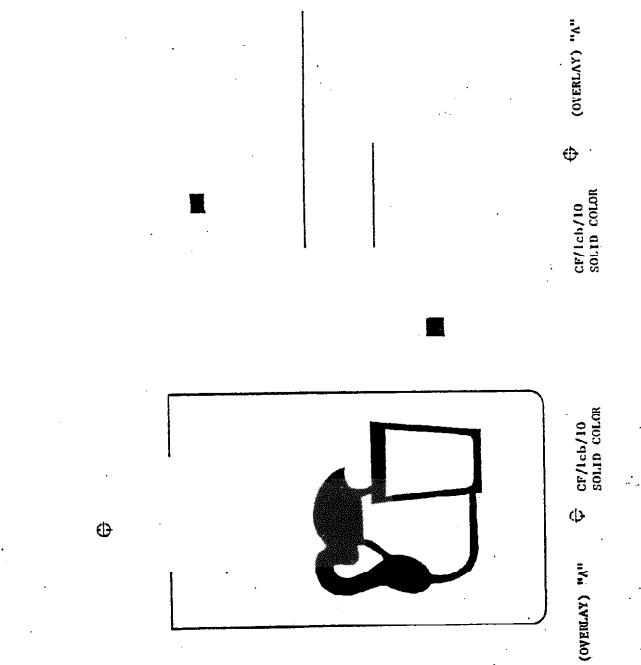
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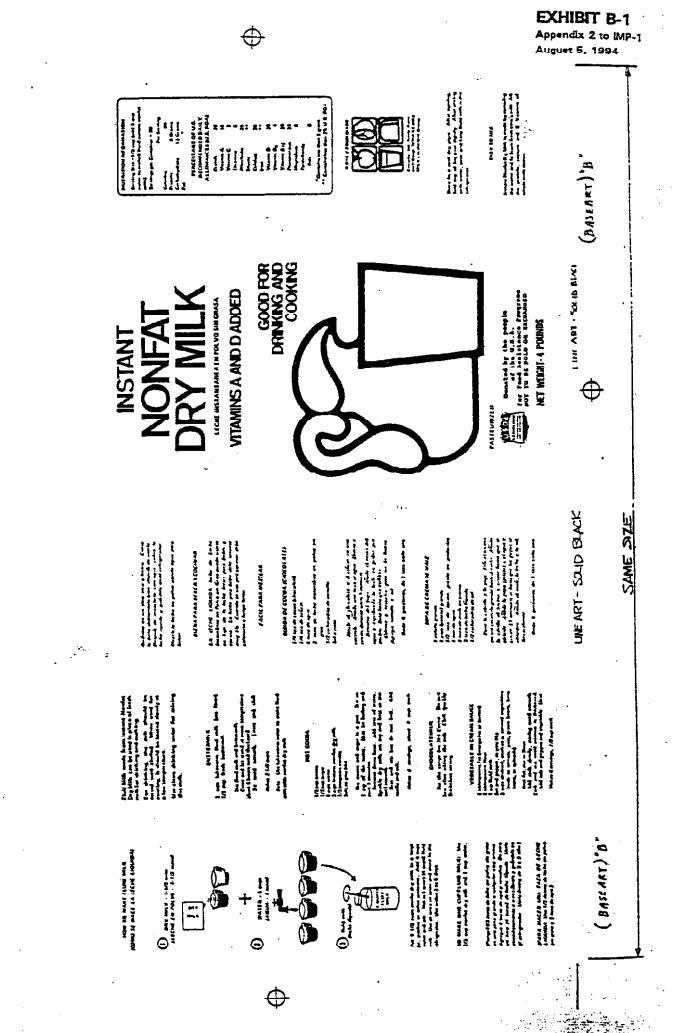
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EXHIBIT B-2 Appendix 2 to IMP-1 August 5, 1994



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(OVERLAY) "B"

CF/1ch/10 SOLID COLOR

SHIPPING CONTAINER MARKINGS FOR INSTANT DRY MILK FORTIFIED WITH VITAMINS A & D

| BOTH SIDE PANELS | ONE END PANEL | OTHER END PANEL | |
|-------------------------------|-------------------------------|-------------------------------------|--|
| INSTANT NONFAT DRY MILK | INSTANT NONFAT DRY MILK | USDA SYMBOL <u>4</u> / | |
| FORTIFIED WITH VITAMINS A & D | FORTIFIED WITH VITAMINS A & D | | |
| DONATED BY | <u>1</u> / | | |
| THE PEOPLE OF THE U.S.A. | NET WEIGHT LBS. | DO NOT STACK ABOVE TIERS | |
| FOR FOOD ASSISTANCE PROGRAMS | PLANT NUMBER <u>2</u> / | PER PALLET, PALLETS HIGH <u>5</u> / | |
| NOT TO BE SOLD OR EXCHANGED | MONTH AND YEAR PACKED 3/ | | |
| STORE IN A COOL, DRY PLACE | | | |

- 1/ Insert "SIX 4-POUND CARTONS" or "SIX 4-POUND BAGS," as applicable.
- 2/ Insert the applicable State and Plant number as listed in "Dairy Plants Surveyed and Approved for USDA Grading Service."
- $\underline{3}$ / Insert the month and year packed on one side panel or on one end panel.
- $\underline{4}$ / Insert the USDA Symbol shown in Exhibit D. The symbol must be centered and be as large as possible in direct proportion to the available printing surface.
- 5/ Safe stacking height to be indicated by contractor.

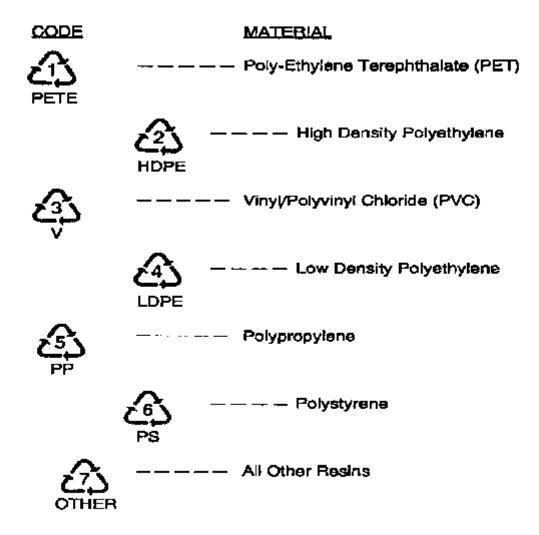
USDA SYMBOL



RECYCLE SYMBOL



PLASTIC MATERIALS CODE SYSTEM



GSA REGIONAL BUSINESS SERVICE CENTERS¹

GSA Business Service Center Areas of Service, Addresses, and Phone Numbers:

National Capital Region

District of Columbia, nearby Maryland and Virginia:

7th and D Sts., SW Room 1050 Washington, D.C. 20407 (202) 472-1804

Region 1

Connecticut, Maine, Vermont, New Hampshire, Massachusetts, Rhode Island:

Boston Federal Office Building 10 Causeway St. Boston, MA 02222 (617) 565-8100

Region 2

New Jersey, New York, Puerto Rico, Virgin Islands:

Jacob K. Javits Building 26 Federal Plaza New York, NY 10278 (212) 264-1234

Region 3

Pennsylvania, Delaware, West Virginia, Virginia and Maryland except the District of Columbia metro area:

9th and Market Streets Room 5151 Philadelphia, PA 19107 (215) 597-9613

Region 4

Alabama, Florida, Kentucky, Georgia, Mississippi, North Carolina, South Carolina and Tennessee:

75 Spring Street SW Atlanta, GA 30303 (404) 331-5103-3032

Region 5

Illinois, Indiana, Ohio, Michigan, Minnesota and Wisconsin:

230 South Dearborn Street Chicago, IL 60604 (312) 353-5383

Region 6

Iowa, Kansas, Missouri and Nebraska:

1500 East Bannister Road Kansas City, MO 64131-3088 (816) 926-7203

Region 7

Arkansas, Louisiana, Texas, New Mexico, and Oklahoma:

EXHIBIT F Appendix 2 to IMP-1 August 5, 1994

819 Taylor Street Fort Worth, TX 76102 (817) 334-3284

Region 8

Colorado, North Dakota, South Dakota, Utah, Montana and Wyoming:

Denver Federal Center P.O. Box 25006 Room 145 Denver, CO 80225-0006 (303) 236-7408

Region 9

Northern California, Hawaii, all of Nevada except Clark County:

525 Market Street San Francisco, CA 94105 (415) 974-0523

Los Angeles, Southern California, Arizona and Clark County, Nevada:

300 North Los Angeles Street Room 3259 Los Angeles, CA 90012-2000 (213) 894-3210

Region 10

Alaska, Idaho, Oregon and Washington:

Room 2413 15th and C Streets, SW Auburn, WA 98001 (206) 931-7956

1 If copies of specifications and/or standards are not available from the above-listed centers, write to the following:

General Services Administration Specifications Section Room 6654 7th and D Sts., SW Washington, DC 20407

Appendix 3 Announcement IMP-1 August 5, 1994

INCH-POUND

A-A-20085B June 29, 1994 A-A-20085A March 20, 1987

COMMERCIAL ITEM DESCRIPTION

MILK, DRY, NONFAT (SPRAY PROCESS); AND MILK, DRY, NONFAT, INSTANT

The U.S. Department of Agriculture has authorized the use of this Commercial Item Description.

This Commercial Item Description (CID) covers spray process nonfat dry milk and instant nonfat dry milk (single pass or agglomerated), packed in commercially acceptable containers, suitable for use by the Federal Government.

Salient characteristics.

The nonfat dry milk shall conform to the types and classes in the following list, which shall be specified, as required, in the solicitation, contract, or purchase order.

Types and classes.

Type I - Nonfat dry milk

Class 1 - Low heat Class 2 - Medium heat Class 3 - High heat

Beneficial comments, recommendations, additions, deletions, clarifications, etc., and any data which may improve this document should be sent to: Head, Food Quality Assurance Staff, Fruit and Vegetable Division, Agricultural Marketing Service, U.S. Department of Agriculture, Room 2506, South Building, P.O. Box 96456, Washington, DC 20090-6456.

FSC 8910

DISTRIBUTION STATEMENT A. Approved for public release; distribution is unlimited.

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Type II - Nonfat dry milk, fortified with Vitamins A and D
Class 1 - Low heat
Class 2 - Medium heat
Class 3 - High heat
Type III - Instant nonfat dry milk

Type IV - Instant nonfat dry milk, fortified with Vitamins A and D

Finished product.

The nonfat dry milk shall be U.S. Extra Grade as defined in the United States Standards for Grades of Nonfat Dry Milk (Spray Process) (7 CFR 58).

The instant nonfat dry milk shall be U.S. Extra Grade as defined in the United States Standards for Instant Nonfat Dry Milk (7 CFR 58). If lactose is used to aid in the instantizing process, the amount of lactose shall be the minimum required to produce the desired effect, but in no case shall exceed 2.0 percent of the weight of the nonfat dry milk.

The nonfat dry milk and instant nonfat dry milk (Types I and III) shall comply with the Federal Food and Drug Administration's (FDA) Standard of Identity (21 CFR 131.125). The nonfat dry milk, fortified with Vitamins A and D and instant nonfat dry milk, fortified with Vitamins A and D (Types II and IV) shall comply with FDA's Standard of Identity (21 CFR 131.127) unless otherwise stated.

The heat classification of nonfat dry milk or instant nonfat dry milk and fortified nonfat dry milk or fortified instant nonfat dry milk shall be determined according to DA Instruction No. 918-RL, Instructions for Resident Grading Quality Control Service Programs and Laboratory Analysis.

Contractor's certification.

By submitting an offer, the contractor certifies that the Type I, Type II, Type III, and/or Type IV product offered meets the specified salient characteristics and requirements of this CID; conforms to the producer's own specifications and standards, including Type I, Type II, Type III, and/or Type IV product characteristics, manufacturing procedures, quality control procedures, and storage and handling practices; has a national or regional distribution from storage facilities located within the United States, its territories, or possessions; and is sold on the commercial market. The Government reserves the right to determine proof of such conformance prior to the first delivery from point of origin and any time thereafter, up to and

including delivery at final destination, as may be necessary to determine conformance with the provisions of the contract.

<u>Regulatory requirements.</u>

The delivered Type I, Type II, Type III, and/or Type IV product shall conform with all applicable Federal and State mandatory requirements and regulations relating to the preparation, packaging, labeling, storage, distribution, and sales of the Type I, Type II, Type III, and/or Type IV product within the commercial marketplace. Delivered Type I, Type II, Type III, and/or Type IV product shall conform in every respect to the provisions of the Federal Food, Drug, and Cosmetic Act and regulations promulgated thereunder.

Quality assurance.

Prior to award of contract, the plant which manufactures the nonfat dry milk or instant nonfat dry milk, and the plant which packages the nonfat dry milk or instant nonfat dry milk shall be approved by the Dairy Grading Branch, Dairy Division, Agricultural Marketing Service, U.S. Department of Agriculture (USDA). Approved plants must satisfactorily meet the requirements contained in the General Specifications for Dairy Plants Approved for USDA Inspection and Grading Service (7 CFR Part 58) and shall be eligible for listing in the publication, Dairy Plants Surveyed and Approved for USDA Grading Service. The Dairy Grading Branch will determine the quality of the nonfat dry milk or instant nonfat dry milk according to the applicable standards. The Type I, Type II, Type III, and/or Type IV product shall be examined or analyzed in accordance with applicable provisions in this CID, and when applicable, the United States Standards for Condition of Food Containers currently in effect on the date of solicitation.

Preservation, packaging, packing, labeling, and marking.

The nonfat dry milk or instant nonfat dry milk shall be preserved, packaged, packed, labeled, and case marked in accordance with good commercial practice. Commercial labeling and packaging, as may be augmented by the solicitation, contract, or purchase order, shall be acceptable. Shipping containers shall comply with the National Motor Freight Classification or Uniform Freight Classification, as applicable.

For Department of Defense procurements.

The finished packaged Type I, Type II, Type III, and/or Type IV product shall be free from foreign material, sediment, and shall be salmonella negative in a 400 gram sample, when tested in accordance with DA Instruction No. 918-RL, Instructions for Resident Grading Quality Control Service Programs and Laboratory Analysis.

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Unless otherwise specified, the nonfat dry milk and instant nonfat dry milk (single pass) shall not be more than 60 days old from date of drying until delivery at the first receiving location; except nonfat dry milk and instant nonfat dry milk (single pass) packed in cans shall not be more than 90 days old.

The instant nonfat dry milk (agglomerated) shall not be more than 60 days old from date of instantizing until delivery at the first receiving location and the nonfat dry milk used in its manufacture shall not be more than 30 days old at time of instantizing.

The following requirements are applicable when specified by the contracting officer.

| Classification | Net weight (pounds/kilograms) | | Package | Number per shipping box |
|----------------|----------------------------------|--------------------------|---|----------------------------|
| Туре І | 4 5 50 | 1.814 2.268 22.680 | 603 x 700 can bag bag | 6 6 |
| Type II | 4 | 1.814 | 603 x 700 can | 6 |
| Type III | 5 | 2.268 | bag | 6 |
| Type IV | 1 | 0.455 | 401 x 508 or 401 x 411 can <u>1</u> / | 24 |
| | 3 4 | 1.361 1.814 | 603 x 700 can <u>1</u> / box with overwrap | 6 6 |

TABLE I. Packaging and packing requirements

<u>**1**</u>/ Single pass instant, only.

A. <u>**Commercial packaging.**</u> Product shall be packaged in accordance with good commercial practice in package sizes specified in Table I.

B. <u>**Commercial packing.**</u> Cans, boxes, or 5-pound (2.268 kg) bags of the number specified in Table I, shall be packed in fiberboard boxes complying with National Motor Freight Classification or Uniform Freight Classification. Fifty pound (22.680 kg) bags shall comply with the applicable freight classification.

C. Export packaging.

<u>**Cans</u>** - Product shall be packaged into open-top style, round, metal cans with a soldered (lead-free) or welded side seam and compound-lined, double-seamed ends. The cans shall be made throughout from not less than 0.25 pound electrolytic tinplate per base box. The cans shall have a sufficient baseplate weight and temper to protect the product during shipment and storage. The cans shall be coated overall on the outside with a coating conforming to Type I, or when specified, Type III of Federal Specification TT-C-495.</u>

Boxes - Product shall be packaged in paperboard cartons which shall be completely overwrapped with a moisture vapor barrier material.

Bags - Product packaged in a multiwall paper shipping bag shall have a polyethylene liner to serve as a moisture vapor barrier. Product packaged in 5-pound (2.268 kg) quantities shall be packaged in heat sealed multiwall barrier bags incorporating as one of the laminates, 0.00035 aluminum foil.

D. <u>Export packing</u>. Cans, boxes, or 5-pound (2.268 kg) bags shall be packed in a snugfitting fiberboard box conforming to style RSC, grade V3c, V3s, or V4s of ASTM D 5118. Each shipping container shall be closed and reinforced with nonmetallic strapping or pressuresensitive adhesive, filament-reinforced tape in accordance with the ASTM D 1974.

E. <u>Unit loads (commercial and export)</u>. Shipping containers shall be arranged in unit loads in accordance with MIL-L-35078. When unit loads are strapped, the strapping shall be limited to nonmetallic strapping, except for Type II, Class F loads.

F. <u>Labeling (commercial and export)</u>. Commercial labeling shall be in accordance with good commercial practice and shall be in compliance with the Federal Food, Drug, and Cosmetic Act and regulations promulgated thereunder. In addition, the following information shall appear:

Types I and II. The lid or side panel of each container for Type I or Type II milk shall have the following information:

Nonfat Dry Milk Recommended Directions for Use (Low or Medium Heat, For Beverage or Cooking) (High Heat, For Baking)

Step 1. Add 13 ounces (3 cups) of nonfat dry milk to 1-1/4 quarts of cool water. Stir the milk with a wire whip until all the nonfat dry milk is dissolved.

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Step 2. Add an additional 2-1/2 quarts of cool water and stir. Refrigerate before serving as a beverage.

Yield: Approximately 1 gallon reconstituted skim milk.

Note: After reconstitution, prepared milk must be refrigerated and treated like fresh milk.

Types III and IV. The lid or side panel of each container for Type III or Type IV milk shall have the following information:

Nonfat Dry Milk (Instantized) Recommended Directions for Use (For Beverage or Cooking)

Step 1. Add 13 ounces (4-1/3 to 5-1/3 cups - see Note) of instant nonfat dry milk to 1-1/4 quarts of cool water. Stir the milk with a wire whip until all the instant nonfat dry milk is dissolved.

Step 2. Add an additional 2-1/2 quarts of cool water and stir. Refrigerate before serving as a beverage.

Yield: Approximately 1 gallon reconstituted skim milk.

Note: Since volume measurements vary between the single pass and agglomerated product, instant nonfat dry milk should be weighed rather than measured, if possible.

After reconstitution, prepared milk must be refrigerated and treated like fresh milk.

G. <u>Marking (commercial and export)</u>. Marking of shipping containers and unit loads shall be in accordance with MIL-STD-129.

<u>Notes</u>.

Purchaser shall specify:

- Product type(s) and class(es).
- Package size.
- Labeling requirements, if different from good commercial practice.

For Department of Defense procurements additionally specify:

- Packaging and packing.
- Unit load.
- When can coating conforming to Type III of Federal Specification TT-C-495 is required for export packaging.

Purchaser may specify:

- Test weight.
- Bulk density of the product.
- That USDA is to perform a Condition of Food Containers inspection.
- A vitamin fortification level higher than that contained in the Standard of Identity.
- The maximum age of the product at time of delivery.
- Plastic over-cover.

Sources of documents.

Sources of information for nongovernmental documents are as follows:

Copies of the National Motor Freight Classification may be obtained from:

National Motor Freight Traffic Association, Inc., Agent National Motor Freight Classification American Trucking Associations, Inc., Traffic Department 2200 Mill Road Alexandria, VA 22314

Copies of the Uniform Freight Classification may be obtained from:

Uniform Classification Committee, Agent Uniform Freight Classification Uniform Classification Committee, Suite 1120 222 South Riverside Plaza Chicago, IL 60606

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Copies of ASTM D 5118, Practice for Fabrication of Fiberboard Boxes and ASTM D 1974, Practice for Methods of Closing, Sealing, and Reinforcing Fiberboard Shipping Containers may be obtained from:

ASTM 1916 Race Street Philadelphia, PA 19103-1187

Sources of information for governmental documents are as follows:

Applicable provisions of the Federal Food, Drug, and Cosmetic Act are contained in 21 CFR Parts 1 to 199. This three-volume set may be purchased from:

Superintendent of Documents U.S. Government Printing Office Washington, DC 20402-0001

Credit card (MasterCard or Visa) purchases may be made by calling the Superintendent of Documents on (202) 783-3238.

Copies of the United States Standards for Condition of Food Containers are available from:

Chairperson Condition of Container Committee Agricultural Marketing Service U.S. Department of Agriculture Room 2506, South Building P.O. Box 96456 Washington, DC 20090-6456 Copies of the General Specifications for Dairy Plants Approved for USDA Inspection and Grading Service, Dairy Plants Surveyed and Approved for USDA Grading Service, United States Standards for Grades of Nonfat Dry Milk (Spray Process), United States Standards for Instant Nonfat Dry Milk, and DA Instruction No. 918-RL, Instructions for Resident Grading Quality Control Service Programs and Laboratory Analysis are available from:

Dairy Standardization Branch Dairy Division Agricultural Marketing Service U.S. Department of Agriculture Room 2750, South Building P.O. Box 96456 Washington, DC 20090-6456

Copies of Loads, Unit: Preparation of Semiperishable Subsistence Items; Clothing, Personal Equipment and Equipage; General Specification For (MIL-L-35078) and Marking for Shipment and Storage (MIL-STD-129) are available from:

Standardization Documents Order Desk Building 4, Section D 700 Robbins Avenue Philadelphia, PA 19111-5094

Civil agencies and other interested parties may obtain copies of this CID and the Federal Specification for Coatings, Exterior, for Tinned Food Cans (TT-C-495) from:

General Services Administration Specifications Unit (3FB-WS) Room 6654 7th and D Streets, SW Washington, DC 20407

Military activities should submit requests for copies of this CID to:

Standardization Documents Order Desk Building 4, Section D 700 Robbins Avenue Philadelphia, PA 19111-5094

MILITARY INTERESTS: CIVIL AGENCY COORDINATING ACTIVITIES:

Military Coordinating Activity

Army - GL

DOJ - BOP HHS - NIH, IHS VA - OSS USDA

- FV Custodians

PREPARING ACTIVITY:

Army - GL Navy - SA DA Air Force - 35

USDA -

Review Activities

Army - MD, QM Navy - MC DLA - SS