



Food Safety and
Inspection Service

Applying For A Federal Grant of Inspection for Meat and Poultry Establishments



*An Overview of the Steps Required for Obtaining Federal
Meat and Poultry Inspection*



**Food Safety and
Inspection Service**

Overview

This Presentation Will Cover the Following Topics:

- **The Seven Steps to Becoming an FSIS-Inspected Establishment**
 - Application
 - OFO District Offices
 - FSIS Regulations and Requirements
 - Facilities and Equipment
 - Labels and Brands
 - Water and Sewage
 - Standard Operating Procedure for Sanitation
 - Hazard Analysis and Critical Control Point



Food Safety and
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Overview

This Presentation Will Cover the Following Topics:

- General Information
 - FSIS Regulations and Requirements
 - Separation of Official Establishments and Inauguration of Inspection
 - Inspection Office
 - Laundry Service
 - Hours of Operation
 - Inspection Charges and Hours of Duty
 - Rules of Practice and Withdrawal of Inspection
 - Regulations Pertaining to *E. coli* and *L. monocytogenes*



**Food Safety and
Inspection Service**

FSIS

FSIS is the public health agency in the U.S. Department of Agriculture (USDA) responsible for ensuring that the nation's commercial supply of meat, poultry, and egg products is safe, wholesome, and correctly labeled and packaged.

You will need to apply to FSIS for a Federal Grant of Inspection if you are producing meat and poultry products to ship in interstate commerce.



Food Safety and
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Step 1

File an Application for Inspection

Contact the FSIS Office of Field Operations (OFO) district office with jurisdiction over plants in your State.

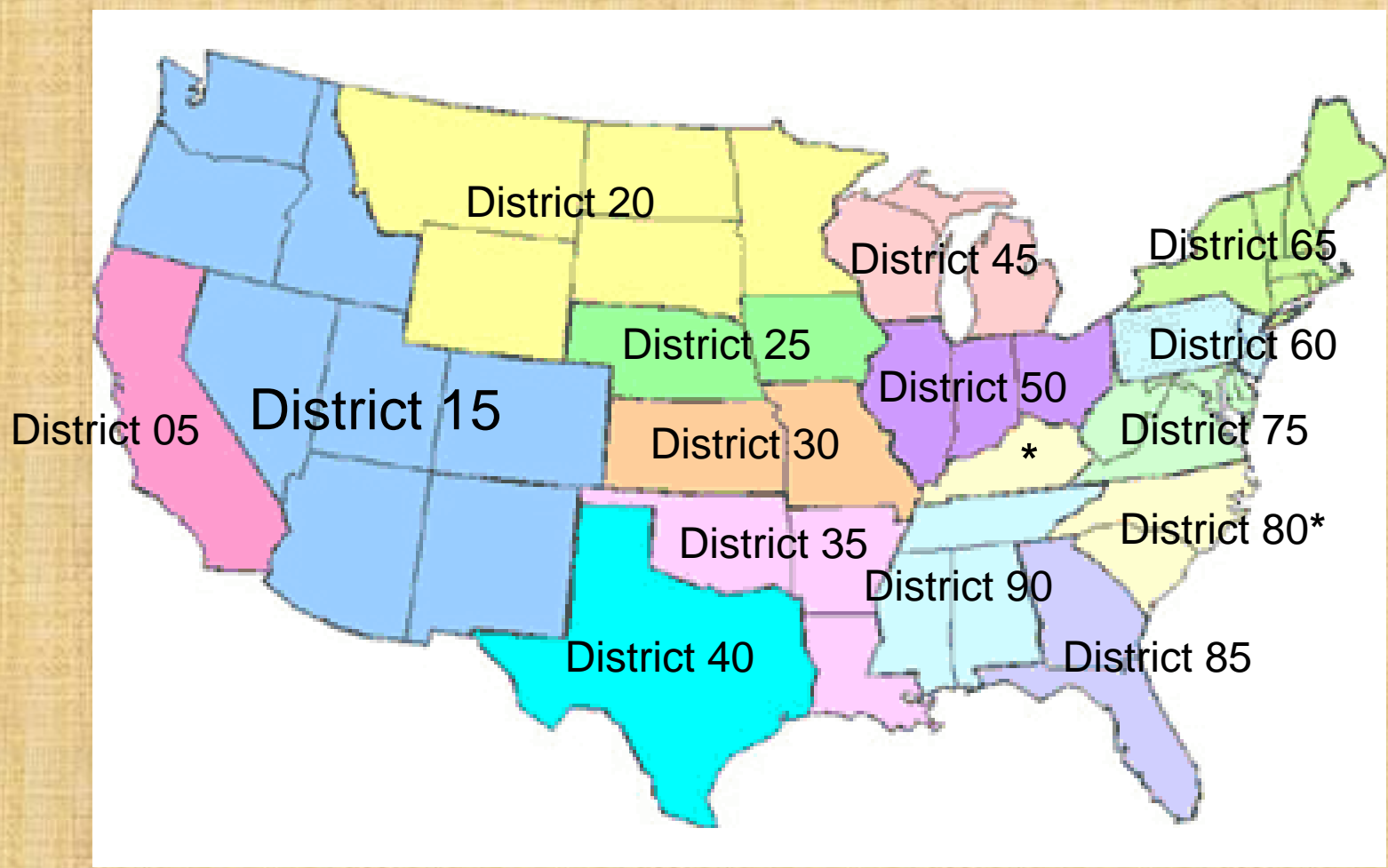
There are currently 15 district offices. The contact information for each district office can be found on the FSIS Web site at:

[http://www.fsis.usda.gov/Contact US/Office Locations & Phone Numbers/index.asp](http://www.fsis.usda.gov/Contact_US/Office_Locations_&Phone_Numbers/index.asp)



**Food Safety and
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OFO District Offices





**Food Safety and
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Obtain Information from the District Office

The district office will provide you with a packet of information which will include FSIS Form 5200.2, *Application for Federal Meat, Poultry or Import Inspection.*



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Complete the Application

In addition to completing the application, pay particular attention to item 10(b), “Attach a Description of the Physical Limits of the plant Premises that is to be under Federal Inspection.”



Food Safety and Inspection Service

FSIS Form 5200.2, Application for Federal Meat, Poultry or Import Inspection

Collection of this information is voluntary. It is needed before Federal inspection of meat and poultry is granted. It is used by FSIS to determine whether the applicant should be issued a grant of inspection. (8 CFR 206.1 and 8 CFR 201.10) FORM APPROVED OMB 0582-0092

U.S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY AND INSPECTION SERVICE

APPLICATION FOR FEDERAL MEAT, POULTRY, OR IMPORT INSPECTION

INSTRUCTIONS:
Submit this application to the District Manager, Food Safety and Inspection Service, U.S. Department of Agriculture for applicable inspection requests. Complete all sections. If a section is not applicable enter "N/A" or "None". If additional space is needed for any item, attach sheet and number the item.

SECTION I (to be completed for Import or Domestic Inspection Activities)

1. DATE OF APPLICATION: 08/22/2006

2. TYPE OF APPLICATION: NEW CHANGE OF OWNER CHANGE OF LOCATION OTHER (Specify)

3. TYPE OF INSPECTION REQUIRED: MEAT IMPORT POULTRY

4. EXEMPTED ACTIVITIES (Specify): CS, CP, RE

5. FORM OF ORGANIZATION: INDIVIDUAL COOPERATIVE ASSOCIATION PARTNERSHIP CORPORATION OTHER (Specify)

6. NAME OF APPLICANT (Company Name) AND MAILING ADDRESS (Include Zip Code):
U.S. Foods, Inc.
1234 Main Street
Des Moines, IA 50312

7. DATE INCORPORATED (Month and Year): 06/01/2005

8. IF CORPORATE NAME OF STATE WHERE INCORPORATED: IOWA

9. FEDERAL EMPLOYER IDENTIFICATION NO. (As assigned by Internal Revenue Service): 12-34567890

10. AREA CODE TELEPHONE NUMBER: (515) 111-2222

11. AREA CODE TELEPHONE NUMBER: (941) 888-4321

12. LOCATION OF PLANT AND MAILING ADDRESS IF DIFFERENT FROM ITEM 6 (Include Zip Code):
9876 Oak Avenue
Newton, IA 50332
MAIL: P.O. Box 444
Newton, IA 50332

13. OTHER NAMES OF AND UNDER WHICH BUSINESS IS OR WAS CONDUCTED:
American Pride Meats
American Pride Poultry

14. DAYS PER YEAR PLANT WILL OPERATE: 100 (LUMPY), 250 (NON-EXEMPT), 10 (EXEMPT)

15. HOURS PER DAY PLANT WILL OPERATE: 10 (EXEMPT), 2 (NON-EXEMPT), 8 (EXEMPT)

16. MONTH AND YEAR WHEN PLANT WILL BE READY TO OPERATE UNDER INSPECTION PROGRAM: 09/01/2006 (EXEMPT), 09/01/2006 (NON-EXEMPT)

SECTION II (to be completed for Domestic Inspection Activities)

17. ANIMALS TO BE REGISTERED WHEN INSPECTION IS INSTITUTED:
 CATTLE HORSES SHEEP GOATS SWINE EQUINES
 YOUNG CHICKENS MATURE CHICKENS TURKEYS DEER DUCKS GUINEAS

18. FREEZE MEAT OR READY TO COOK MEAT TO BE DISPOSED OF IN COMMERCE:
 BEEF PORK LAMB OR MUTTON GOAT MEAT POULTRY EQUINE MEAT
 YOUNG CHICKENS MATURE CHICKENS TURKEYS GOOSE DUCK GUINEA

SECTION III (to be completed for Import Inspection Activities)

19. PREPARED OR PROCESSED WHEN INSPECTION IS INSTITUTED:
A. BREAKING/OUTTING (includes, animal cuts, whole carcasses, poultry parts etc.)
B. BONDING (includes bonding meat/birds)
C. MECHANICAL DEBONING (includes deboning meat/birds)
D. FABRICATING (sausages, steaks, chops, ground meat, hamburger etc.)
E. CURING (dry salt, wet salt, smoke, brine etc.)
F. FORMING (sausages, patties, nuggets, poultry rolls, poultry mix etc.)
G. COOKING/SMOKING (beef cuts, beef cuts, steaks, bones etc.)
H. CANNING (beef steaks, pork chops, poultry parts)
I. DRYING (beef cuts, beef cuts, sausage, independent products)
J. CONVENIENCE ITEMS (beef, chicken, pork, pizza etc.)
K. SLICING (beef, chicken, meat, sausage etc.)
L. FAT/SEED (beef, chicken, pork, poultry etc.)
M. OTHER (Specify)

20. TYPE OF PRODUCT: MEAT POULTRY

21. IMPORT INSPECTION ACTIVITIES:
a. CARCASSES: BEEF PORK LAMB GOATS OTHER (Specify)
b. FRESH: CATTLE BONDLESS MEAT
c. COOKED BEEF: RESTRICTED UNRESTRICTED
d. PROCESSED PRODUCTS: FRESH-FROZEN HEATED DRY-CURED/DRIED
e. POULTRY (Whole Carcass): RAW COOKED OTHER POULTRY (Specify)

22. List all persons immediately connected with the applicant. Section IV (to be completed for Import and Domestic Inspection Activities):
NAME, SOCIAL SECURITY NO., DATE OF BIRTH, PLACE OF BIRTH, CITY AND STATE, PRESENT HOME ADDRESS, CITY AND STATE, ZIP CODE, POSITION OF TITLE OR OFFICE, IF ANY.
Mark Stenzel, 321-99-8877, 12/12/1965, Riverside, CA, 100 North State Street, Minneapolis, MN 55444, President
James Morgan, 453-55-2233, 09/01/1970, St. Joseph, MO, 30022 Maple Court, St. Paul, MN 55122, Vice-President
Paul Strinwick, 867-45-6341, 02/22/1968, New York, NY, 1234 Sunset Drive, Des Moines, IA 50312, Treasurer
Richard Vickers, 987-65-4321, 05/29/1963, Atlanta, GA, 56789 Vista Lane, Newton, IA 50332, Plant Manager

23. Enter the name of each person listed under item 22 who has been connected in any Federal or State court with any felony offense, the name of each person listed under item 22 who has been convicted in any Federal or State court of more than one offense, the name of each person who has been convicted upon the importing, handling, or distributing of unwholesome, misbranded, or adulterated packaged food or animal or plant products in connection with transactions in food. Include the nature of the crime, the date of conviction and the court in which convicted. If none, write "None".

24. List each conviction against the applicant during the application, five or more years prior to the date of application, the name of each person listed under item 22 who has been convicted in any Federal or State court of more than one offense, the name of each person who has been convicted upon the importing, handling, or distributing of unwholesome, misbranded, or adulterated packaged food or animal or plant products in connection with transactions in food. Include the nature of the crime, the date of conviction and the court in which convicted. If none, write "None".

25. SANITATION STANDARDS (including procedures) HAVE BEEN DEVELOPED FOR THE ESTABLISHMENT IN ACCORDANCE WITH THE REGULATIONS OF THE FSIS (Check): YES NO

26. APPLICANT HAS BEEN PROVIDED NOTICE BY THE FSIS (Check): YES NO

AGREEMENT AND CERTIFICATION: If inspection is granted under this application, I have expressly agreed to conform strictly to the Federal Meat Inspection Act (21 U.S.C. 601 et seq.) or the Poultry Products Inspection Act (21 U.S.C. 601 et seq.) and the Poultry Products Inspection Regulations (9 CFR 381 et seq.) or both. I CERTIFY that all information furnished herein is true and correct to the best of my knowledge and belief. WARNINGS: Persons willfully making false, fictitious, or fraudulent statements or entries are subject to a \$10,000 fine or imprisonment not more than five years or both as provided by Title 18 U.S.C. Code 1001.

This is an Equal Opportunity Program. If you believe you have been discriminated against because of race, color, religion, sex, national origin, age or handicap, write immediately to the Secretary of Agriculture or the Administrator, FSIS, Washington, D.C. 20250.

27. TYPED NAME OF PERSON SIGNING APPLICATION: Paul Strinwick
28. SIGNATURE: [Signature]
29. TITLE: Treasurer

30. OFFICIAL NUMBER ASSIGNED/PRECEDED: 123456789
31. IS THIS PLANT PRESENTLY UNDER STATE INSPECTION (Completed by District Office): YES NO

32. DATE RECEIVED: 08/22/2006
33. DATE REVENUED: YES NO
34. IS THIS PLANT TO BE UNDER TAINMENT INSPECTION: YES NO

35. SIGNATURE OF DISTRICT MANAGER: [Signature]
36. DATE: 08/22/2006

FSIS FORM 5200.2 (9/97) REPLACES FSIS FORM 5200.2 (5/84), WHICH IS OBSOLETE. Designed as handbook reference.

FSIS FORM 5200.2 (9/97)

SECTION III (to be completed for Import Inspection Activities)

21. IMPORT INSPECTION ACTIVITIES:
a. CARCASSES: BEEF PORK LAMB GOATS OTHER (Specify)
b. FRESH: CATTLE BONDLESS MEAT
c. COOKED BEEF: RESTRICTED UNRESTRICTED
d. PROCESSED PRODUCTS: FRESH-FROZEN HEATED DRY-CURED/DRIED
e. POULTRY (Whole Carcass): RAW COOKED OTHER POULTRY (Specify)

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Mark Stenzel, 321-99-8877, 12/12/1965, Riverside, CA, 100 North State Street, Minneapolis, MN 55444, President
James Morgan, 453-55-2233, 09/01/1970, St. Joseph, MO, 30022 Maple Court, St. Paul, MN 55122, Vice-President
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27. TYPED NAME OF PERSON SIGNING APPLICATION: Paul Strinwick
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30. OFFICIAL NUMBER ASSIGNED/PRECEDED: 123456789
31. IS THIS PLANT PRESENTLY UNDER STATE INSPECTION (Completed by District Office): YES NO

32. DATE RECEIVED: 08/22/2006
33. DATE REVENUED: YES NO
34. IS THIS PLANT TO BE UNDER TAINMENT INSPECTION: YES NO

35. SIGNATURE OF DISTRICT MANAGER: [Signature]
36. DATE: 08/22/2006



Food Safety and
Inspection Service

Step 2

Facilities Must Meet Regulatory Performance Standards

- To operate under a Grant of Inspection from USDA's Food Safety and Inspection Service, plants must operate in compliance with FSIS regulations, which are in Title 9 of the Code of Federal Regulations (9 CFR 301 through 592).
- Part 416 (9 CFR 416) sets forth the basic requirements for establishing and maintaining sanitary operating conditions.



**Food Safety and
Inspection Service**

Sanitation Performance Standards

Facilities Must Meet Regulatory Performance Standards

**There is a compliance guide on the FSIS
Web site that contains a lot of practical
information on sanitation performance
standards. It can be found at**

http://www.fsis.usda.gov/Regulations_&_Policies/Sanitation_Performance_Standards/index.asp



**Food Safety and
Inspection Service**

9 CFR 416.2

9 CFR 416.2 contains the regulations regarding a plant's grounds and facilities. They include provisions for the following:

- (a) Grounds and pest control
- (b) Construction
- (c) Light
- (d) Ventilation
- (e) Plumbing
- (f) Sewage disposal
- (g) Water supply and water, ice, and solution reuse
- (h) Dressing rooms, lavatories, and toilets



Food Safety and
Inspection Service

9 CFR 416.2

(a) Grounds and pest control.



The grounds about an establishment must
be maintained



Food Safety and
Inspection Service

9 CFR 416.2

(a) Grounds and pest control.



Pest control substances used must be safe
and effective





Food Safety and
Inspection Service

9 CFR 416.2

(b) Construction.

(1) Establishment buildings

(2) Walls, floors, and ceilings within establishments



Food Safety and
Inspection Service

9 CFR 416.2

(b) *Construction.*

- (3) Walls, floors, ceilings, doors, windows
- (4) Rooms or compartments in which edible product is processed, handled, or stored



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Inspection Service

9 CFR 416.2

(c) *Light.*

Lighting of good quality and sufficient intensity must be provided





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Inspection Service

9 CFR 416.2

(d) *Ventilation.*

Adequate ventilation must be provided





Food Safety and
Inspection Service

9 CFR 416.2

(e) Plumbing.

Plumbing systems must be installed and maintained to:

- (1) Carry sufficient quantities of water;
- (2) Properly convey sewage;





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9 CFR 416.2

(e) *Plumbing.*

(3) Prevent adulteration of product;

(4) Provide adequate floor drainage;





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9 CFR 416.2

(e) *Plumbing.*



(5) Prevent back-flow
conditions; and

(6) Prevent the backup of
sewer gases.



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Inspection Service

9 CFR 416.2

(f) *Sewage disposal.*

Sewage must be disposed into a sewage system separate from all other drainage lines or disposed of through other means





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Inspection Service

9 CFR 416.2

(g) Water supply and water, ice, and solution reuse.

(1) A supply of running water must be provided that

- Complies with the National Primary Drinking Water regulations (40 CFR part 141),
- Is at a suitable temperature and under pressure as needed





**Food Safety and
Inspection Service**

9 CFR 416.2

(g) Water supply and water, ice, and solution reuse.

- If an establishment uses a municipal water supply, it must have a water report from a State or local health agency
- If an establishment uses a private well for its water supply it must make available to FSIS documentation certifying water potability



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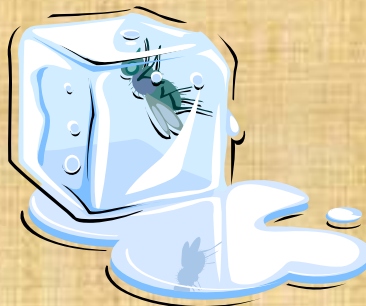
9 CFR 416.2

(g) *Water supply and water, ice, and solution reuse.*



(2) Water, ice, and solutions used to chill or cook ready-to-eat product may be reused for the same purpose, provided they are

- Free of pathogenic organisms
- Free of fecal coliform organisms
- Physical, chemical, and microbiological contamination have been reduced





(g) Water supply and water, ice, and solution reuse.

(3) Water, ice, and solutions used to chill or wash raw product may be reused

Reuse that has come into contact with raw product may not be used on ready-to-eat product



Food Safety and
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9 CFR 416.2

(g) *Water supply and water, ice, and solution reuse.*

(4) Reconditioned water that has never contained human waste and that has been treated by an onsite advanced wastewater treatment facility may be used except in product formulation





Food Safety and
Inspection Service

9 CFR 416.2

(g) Water supply and water, ice, and solution reuse.

- (5) Any water that has never contained human waste and that is free of pathogenic organisms may be used in edible and inedible product areas, provided it does not contact edible product.



**Food Safety and
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9 CFR 416.2

(g) Water supply and water, ice, and solution reuse.

(6) Water that does not meet the use conditions of paragraphs (g)(1) through (g)(5) of this section may not be used





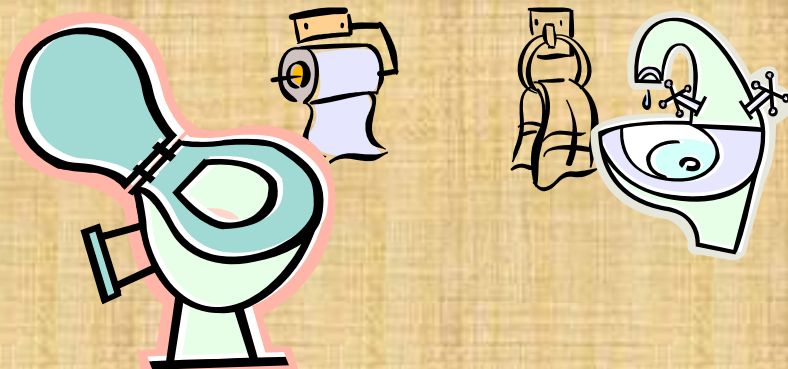
Food Safety and
Inspection Service

9 CFR 416.2

(h) *Dressing rooms, lavatories, and toilets.*

(1) Dressing rooms, toilet rooms, and urinals must be

- Sufficient in number,
- Ample in size,
- Conveniently located,
- Maintained in a sanitary condition and in good repair





Food Safety and
Inspection Service

9 CFR 416.2

(h) *Dressing rooms, lavatories, and toilets.*



(2) Lavatories with running hot and cold water, soap, and towels,

(3) Refuse receptacles





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9 CFR 416.3

9 CFR 416.3 contains the regulations regarding a plant's equipment and utensils.

- (a) Equipment and utensils used for processing or otherwise handling edible product or ingredients must be easy to clean





Food Safety and
Inspection Service

9 CFR 416.3



(b) FSIS inspection program employees must be able to inspect equipment and utensils to determine whether they are in sanitary condition.



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Inspection Service

9 CFR 416.3

- (c) Receptacles used for storing inedible material cannot cause adulteration of product or insanitary conditions. Such receptacles must not be used for storing edible product





**Food Safety and
Inspection Service**

Step 3

Obtain Approved Labels and/or Brands

All labeling material must be federally approved and on-hand before inspection will be granted.



**Food Safety and
Inspection Service**

**Obtain Approved
Labels and/or Brands**

FSIS labeling regulations can be found in 9 CFR 312.2, 9 CFR 312.3, 9 CFR 316 and 9 CFR 317 for red meat, and 9 CFR 381.96 through 9 CFR 381.144 for poultry.



**Food Safety and
Inspection Service**

***FSIS Form 7234.1, Application
for Approval of Labels,
Marking, or Device***

To obtain approval of labels, you must fill out and Submit FSIS Form 7234.1.

The form may be located through the FSIS Web site at

<http://www.fsis.usda.gov/Forms/index.asp>



Food Safety and Inspection Service

FSIS Form 7234.1, Application for Approval of Labels, Marking, or Device

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0560-0047. This time requires to complete the information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This form has been approved by OMB for wide distribution.

U.S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY AND INSPECTION SERVICE

AGENT NAME, ADDRESS, TELEPHONE NO. (If using an Agent, include the block, reference label block)

1. APPLICATION FOR APPROVAL OF LABELS, MARKING OR DEVICE

2. FOR USDA USE ONLY

3. FOR USDA USE ONLY

4. ESTABLISHMENT NO. / FOREIGN COUNTRY (if applicable)

5a. NAME OF PRODUCT

5b. NAME OF PRINCIPAL DISPLAY PANEL (If none, write)

6a. TYPE OF APPROVAL REQUESTED
 SKETCH TEMPORARY EXTENSION OF TEMPORARY

6b. WAS THE LABEL PREVIOUSLY APPROVED?
 YES NO

7a. AREA OF PRINCIPAL DISPLAY PANEL (If none, write)

7b. TOTAL AVAILABLE LABELING SPACE FOR ENTIRE PACKAGE (If none, write)

8. PRODUCT FORMULA

9. PROCESSING PROCEDURES

10. NAME AND ADDRESS OF FIRM (show and between lines)

11. SIGNATURE OF APPLICANT OR AGENT

12. CONDITIONS APPLYING TO USE OF LABELS OR DEVICE (FOR USDA USE ONLY)

FSIS FORM 7234-1 (01/06/2008) PREVIOUS EDITIONS ARE OBSOLETE.

Page 1

INSTRUCTIONS FOR PREPARATION OF FSIS FORM 7234-1

Note: The following instructions should be typed unless otherwise noted.

A. PREPARATION OF APPLICATION
 Submit two copies for each label application. One additional copy is needed for Foreign, Child Nutrition, Animal Production, or Organic Claims.

B. SUBMISSION OF LABELS
 Sketches - Self Explanatory (See 9 CFR 317.4 & 381.132)
 Temporaries and Request for Extension. Actual label or color litho take off to be used. Quantity to Submit: Same as application (See above).

C. FOREIGN LANGUAGE
 Labels printed in foreign languages must be accompanied by English-language translation.

D. ASSEMBLY OF APPLICATION
 Staple, with 1 staple only, page 1, page 2, etc., one copy each. Staple all copies of label to the back of application forms. If only page 1 is used, staple all copies together. Use as few staples as possible. (Do not use paper clips)

E. MAIL COMPLETE APPLICATION TO:
 USDA, FSIS, OPPD, Labeling and Program Delivery Division
 1400 Independence Avenue, SW
 Room 2540-South Building
 WASHINGTON, DC 20250-3700

The following instructions relate to numbered items on form.

- If using an Agent, provide the company name, address, and telephone number, otherwise leave blank.
- Leave blank, for USDA use only.
- Establishment No./Foreign Country (if applicable) - Self Explanatory.
- Name of Product - Use common or descriptive product name, i.e., "Frankfurter, Cereals Addict" or "Meat Patties on Crispy." (Do not use trade brand names or colored names, such as "Joe's Corn Dogs" or "Joe's Shoggy Joes.") If colored names such as "Tom Dugan" are used, also show true product name, such as "Batter wrapped Wiener."
- Provide HACCP process category for the product. See 9 CFR 417.2(b) (1), Example, Heat Treated - shelf stable, Not heat treated-shelf stable etc.
- Type of Approval Requested. If temporary approval or extension, insert number of days requested and number of labels on hand. If previous approval, attach copy of application and label. Include specific reasons why requesting a temporary or extension and include information required in 9 CFR 317.4(f) (1) or 381.132(f) (1) on a separate sheet of paper. If using the electronic version of this form, use the continuation sheet. Be sure to include product name and block item.
- Area of Principal Display Panel (PDP). The PDP is the entire side of the package to which the label is affixed. See 9 CFR 317.2 (4) and 381.116 (b).
- Total available labeling space in square inches for entire package.
- Product Formula. List the ingredients by percent or weight in order of their predominance. If product consists of several components, e.g., frozen dinner, list each component separately and indicate the percentage or amount of each component in the product. If additional space is needed, complete a separate sheet of paper. If using the electronic version of this form, use the continuation on sheet. Be sure to include the product name and number of the block item. Express all ingredients in the same units, i.e., do not list some in pounds and others in ounces.
 Check whether weight or percent is used. It is preferred percentages be used, and the total must equal 100 percent. If weights are used, show in pounds, kilograms or grams. (No gallons, pints, cups, teaspoons, etc.) The total must equal the weight of the individual units. (Example: Cuts + Cheese + Sauce + Meat = Total net weight of unit)
 DO NOT use fractions. Express as decimals carried to two places. Example: 1-14 lbs., show as 1.25 lbs. Example: 3/4 lbs., show as .75 lbs.
- Processing Procedures. Poultry Products provide complete processing procedures as required in 9 CFR 381.134. Meat Products provide complete processing procedures as required. Note: Approval of the sketch does not convey approval of the processing procedures. If additional space is needed, complete a separate sheet of paper. If using the electronic version of this form, use the continuation sheet. Be sure to include the product name and number of the block item.
- Name and Address of Firm. Insert firm's name and mailing address. Use 2 letter symbol for State. Show postal zip code.
- Signature and Date of Applicant or Agent. To be signed and dated by the applicant or agent representing the official establishment or plant.
- Conditions Applying to Use of Label or Device. Leave blank, for USDA use only. (Any condition, modification or remarks applied to the application when approved are conditions governing use of the approved device.)

Page 2

CONTINUATION SHEET FOR APPLICATION FOR APPROVAL OF LABELS, MARKING OR DEVICE (FSIS 7234-1)

PRODUCT NAME _____

This sheet is being used for additional information required in Block: _____

Page 3



Food Safety and
Inspection Service

8 Required Label Features

There are up to 8 features required on labels. These features include:

1. Product name
2. USDA inspection legend
3. Net weight
4. Handling statement
5. Address (signature) line
6. Ingredients statement
7. Nutrition facts
8. Safe handling instructions





**Food Safety and
Inspection Service**

Obtain Approved Labels and/or Brands

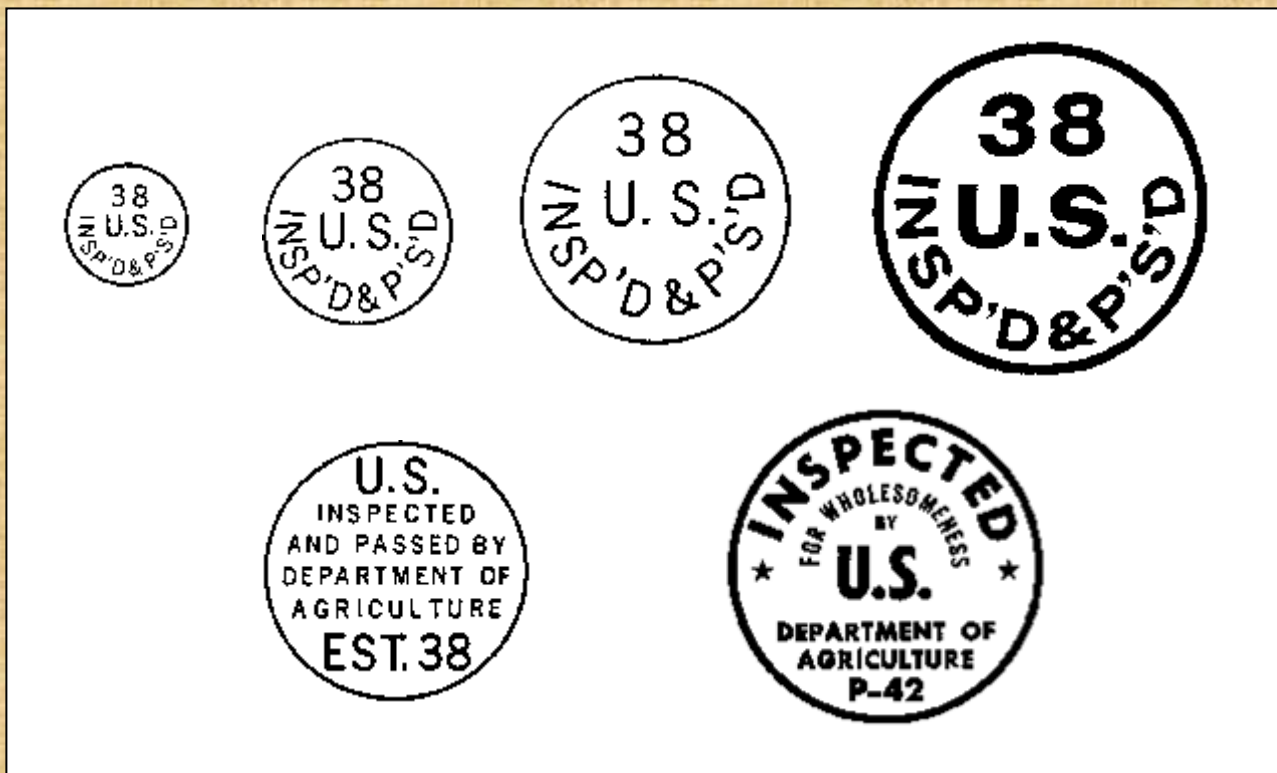
It is the responsibility of each official establishment's owner or operator to furnish ink brands, burning brands, and any other device for marking products with official marks of inspection.

All official devices for marking products with the official Inspection legend, or other official inspection marks, including self-locking seals, shall be used only under supervision of an FSIS employee.



**Food Safety and
Inspection Service**

Examples of the Inspection Legend as Used on Labels and Brands



The USDA logo features the letters "USDA" in a bold, serif font above a stylized green landscape with a white horizon line.

Food Safety and
Inspection Service

Step 4

Obtain Approved Water Source Letter

- Water entering a plant is supplied by a city, county, or other public water system
- Water is from a private water supply such as a private well

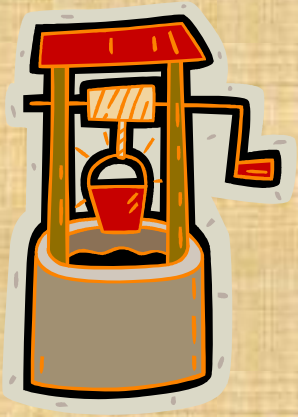


Food Safety and
Inspection Service

Obtain Approved Water Source Letter

No matter where the letter
is from, it should

- Identify the source;
- State that the source is approved;
- State that the water is suitable for drinking (potable)





**Food Safety and
Inspection Service**

Sample Letter for Approved Municipal Water Supply

To: Inspector in Charge
XYZ Meat Packers, Inc.
1001 Main Street
Florence, Mississippi 39073

Dear Sir:

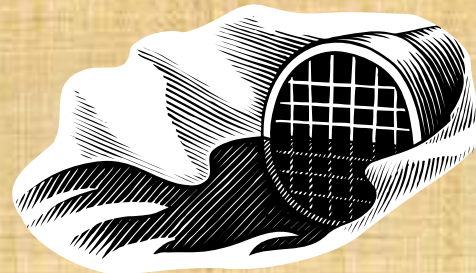
I certify that XYZ Meat Packers, Inc., located at 1001 Main Street, Florence, Mississippi, is supplied water from the City of Florence Municipal Water Co., which is approved by the Mississippi State Public Health Service. This water is potable, and meets tests prescribed by the Environmental Protection Agency in its "Drinking Water Standards".

Attached please find a current water potability certification and laboratory sample report from the Mississippi State Public Health Service Laboratory, Jackson, Mississippi.

Sincerely,
Mr. A. B. Clean
Mr. A. B. Clean
State Sanitarian

Obtain an Approved Sewage System Letter

State or local health authorities can provide a letter stating that the plant's sewage system is acceptable.





**Food Safety and
Inspection Service**

Sample Letter for Approved Sewage System

To: Inspector in Charge
XYZ Meat Packers, Inc.
1001 Main Street
Florence, Mississippi 39073

Dear Sir:

I certify that XYZ Meat Packers, Inc., located at 1001 Main Street, Florence, Mississippi, is connected to the City of Florence Municipal Sewage System. I have inspected the plant disposal system and have found them to be acceptable to this department.

Sincerely,
Mr. A. B. Clean
Mr. A. B. Clean
State Sanitarian



Food Safety and
Inspection Service

Step 6

Provide a Written Standard Operating Procedure for Sanitation (Sanitation SOPs)

A written Standard Operating Procedure for Sanitation (Sanitation SOPs) tailored to your plant will need to be developed before Federal Inspection is granted



The pertinent FSIS regulations include 9 CFR 304.3(a), 381.22 (a), and 416.11 through 416.17.



Food Safety and
Inspection Service

9 CFR 304.3(a) and 381.22(a)

These two regulations, identical for meat and poultry, require that Sanitation SOPs be Developed:

“Conditions for Receiving Inspection,” paragraph (a) states “Before being granted Federal inspection, an establishment shall have developed written sanitation Standard Operating Procedures, as required by part 416 of this chapter.”



**Food Safety and
Inspection Service**

9 CFR 416.11 through 9 CFR 416.17

These are the FSIS regulations that provide the requirements for Sanitation SOPs. They include the following:

- 416.11 General Rules
- 416.12 Development of Sanitation SOP's
- 416.13 Implementation of SOP's
- 416.14 Maintenance of Sanitation SOP's
- 416.15 Corrective Actions
- 416.16 Recordkeeping requirements
- 416.17 Agency verification





**Food Safety and
Inspection Service**

Step 7

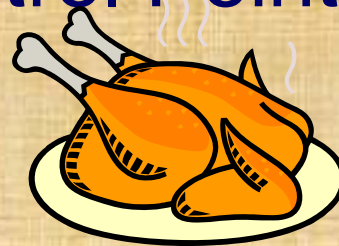
**Provide a Written Hazard Analysis
and Hazard Analysis and Critical
Control Point (HACCP) Plan**



**Food Safety and
Inspection Service**

**Provide a Written Hazard Analysis
and Hazard Analysis and Critical
Control Point (HACCP) Plan**

Whenever a hazard analysis identifies that one or more food safety hazards are reasonably likely to occur, a written Hazard Analysis and Critical Control Point (HACCP) plan shall be developed.



The pertinent FSIS regulations include 9 CFR 304.3(b) and (c), 381.22(b) and (c), and 417.



**Food Safety and
Inspection Service**

9 CFR 304.3(b) and 381.22(b)

These are the FSIS regulations that require a hazard analysis be done and a HACCP plan be developed before Federal inspection is granted.

9 CFR 304.3 and 381.22 “Conditions for Receiving Inspection,” paragraph (b) states “Before being granted Federal inspection, an establishment shall have conducted a hazard analysis and developed and validated a HACCP plan, as required by §§ 417.2 and 417.4 of this chapter. A conditional grant of inspection shall be issued for a period not to exceed 90 days, during which period the establishment must validate its HACCP plan.”



**Food Safety and
Inspection Service**

9 CFR 304.3(c) 381.22(c)

These are the FSIS regulations that require a hazard analysis be done and a HACCP plan be developed before new product is produced or distributed in commerce.

9 CFR 304.3 and 381.22 “Conditions for Receiving Inspection,” paragraph (c) states “Before producing new product for distribution in commerce, an establishment shall have conducted a hazard analysis and developed a HACCP Plan applicable to that product in accordance with § 417.2 of this chapter. During a period not to exceed 90 days after the date the new product is produced for distribution in commerce, the establishment shall validate its HACCP plan, in accordance with § 417.4 of this chapter.”



9 CFR 417

These are the FSIS regulations that provide the requirements for the hazard analysis and HACCP plan. They include the following:

- 417.1 Definitions
- 417.2 Hazard Analysis and Hazard Plan
- 417.3 Corrective Actions
- 417.4 Validation, Verification, Reassessment
- 417.5 Records
- 417.6 Inadequate HACCP Systems
- 417.7 Training
- 417.8 Agency verification





Food Safety and
Inspection Service

Please Note

You may utilize an outside consultant who is not employed by the plant to conduct your hazard analysis and develop your HACCP plan(s).

In addition, each state is assigned a HACCP contact and a HACCP Coordinator to assist establishments with the development of HACCP Programs. A list of the state HACCP contacts and coordinators may be found on the FSIS Web site at:

http://www.fsis.usda.gov/contact_us/state_haccp_contacts_&_coordinators/index.asp



Summary

There are 7 steps to becoming an FSIS inspected plant. They are:

- Step 1 File an application for inspection. Complete FSIS Form 5200.2 and send it to the FSIS district office with jurisdiction over plants in your state

- Step 2 Facilities must meet regulatory performance standards. Review Title 9 of the Code of Federal Regulations, Sections 416.2 and 416.3 (9 CFR 416.2 and 9 CFR 416.3). Make sure your plant meets the requirements.



Summary

- Step 3 Obtain approved labels. Review labeling regulations found in found in 9 CFR 316 and 317 for red meat, and 381.96 through 381.144 for poultry. Complete FSIS Form 7234.1, and submit 2 copies of it plus 2 copies of the sketch to FSIS Labeling and Program Delivery Division.
- Step 4 Obtain approved water source letter. For public water systems, contact the municipality, State Public Health Service or its county office. For private water supplies, contact the State Public Health Service or the appropriate county office. A water potability certification must accompany the letter.



Summary

- Step 5 Obtain an approved sewage system letter.
Contact the state or local health authorities to provide a letter stating that the plant's sewage system is acceptable.

- Step 6 Provide a written Standard Operating Procedure for Sanitation (SSOP)

- Step 7 Provide a written hazard analysis and HACCP plan



Food Safety and
Inspection Service

General Information

Separation of Official Establishments

Each official establishment shall be separate and distinct from any unofficial establishment.

The pertinent FSIS regulations include
9 CFR 305.1, 9 CFR 305.2, and 9 CFR 381.26



**Food Safety and
Inspection Service**

General Information

Inauguration of Inspection

Prior to the inauguration of inspection, an examination of the establishment and premises will be made by inspection personnel.



The pertinent FSIS regulations include
9 CFR 305.4 and 9 CFR 381.27

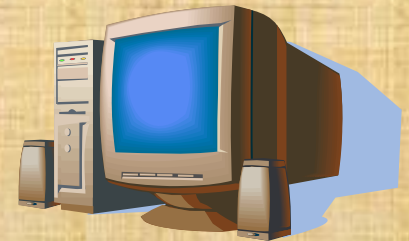


**Food Safety and
Inspection Service**

General Information



Inspection Office



Office space shall be provided by official establishments, rent free, for the exclusive official of the inspector and other FSIS employees assigned to the establishment.



Food Safety and
Inspection Service

General Information

Laundry Service

Laundry service for inspection program personnel's outer work clothing shall be provided by each establishment.

The pertinent FSIS regulations include 9 CFR 307.1, 9 CFR 307.2, 9 CFR 307.3, 9 CFR 381.27, and 9 CFR 381.36(a)





**Food Safety and
Inspection Service**

General Information



Hours of Operation

Operating hours must be submitted to, and approved by, the District Manager.

No department in which operations are being conducted that requires inspection will be operated except under the supervision of an FSIS employee.



Food Safety and
Inspection Service

General Information

Hours of Operation

The operator of the official establishment shall inform the inspector in charge (IIC) when the day's operations are over and when operations will resume.

The pertinent FSIS regulations include
9 CFR 307.4 and 9 CFR 381.37



**Food Safety and
Inspection Service**

General Information

Inspection Charges

Inspection service is provided free of charge for the first 8 hours per shift on 5 consecutive days (Sunday through Saturday).





Food Safety and
Inspection Service

General Information



Inspection Charges



The prevailing hourly overtime rate is charged if the plant works on any Federal holiday.





**Food Safety and
Inspection Service**

General Information

Inspection Charges

When any of the Federal holidays fall on a weekday, that day becomes a holiday.

**The pertinent FSIS regulations include
9 CFR 307.5, 9 CFR 307.6, 9 CFR 381.38, and
9 CFR 381.39**



Food Safety and
Inspection Service

General Information

Part 500, “Rules of Practice”

This part spells out enforcement measures that may be taken by FSIS, such as suspension or withdrawal of inspection. They include due process provisions such as notice requirements and appeal rights.



Food Safety and
Inspection Service

General Information

Withdrawal of Inspection

Inspection may be withdrawn from an establishment because of:

- Insanitation causing product adulteration
- Failure to destroy condemned product
- Assault, threats, intimidation or interference with FSIS employees



Food Safety and
Inspection Service

General Information

Other Administrative Actions

- The inspector in charge may withhold inspection (conditional withdrawal or suspension) and notify the establishment.
- Frontline Supervisors and District Managers have authority to grant an establishment's request to receive inspection or to have inspection services voluntarily suspended or withdrawn.



Food Safety and
Inspection Service

General Information

Other Administrative Actions

Decisions made by FSIS inspection personnel may be appealed by plant management.

Guidance on appealing inspection decisions may be found at

http://www.fsis.usda.gov/PDF/SVS_Appeals_Guidelines.pdf



Food Safety and
Inspection Service

General Information

Additional Regulations

9 CFR 310.25; 381.94(a)

Under the Pathogen Reduction/HACCP Regulation, livestock and poultry slaughter establishments are required to test carcasses for generic *Escherichia coli* (*E. coli* Biotype 1) as a means of verifying process control.



Food Safety and
Inspection Service

General Information

Additional Regulations

9 CFR 430.4

Listeria monocytogenes (*L. monocytogenes*) can contaminate ready-to-eat (RTE) products that are exposed to the pathogen after they have undergone a lethality treatment.

L. monocytogenes is a hazard that an establishment producing post-lethality exposed RTE products must control through its HACCP plan or prevent in the processing environment through a Sanitation SOP or other prerequisite program.



FSIS Egg Inspection

For information on receiving FSIS inspection of egg products plants, contact the OFO District Office with jurisdiction over establishments in your state.

FSIS regulations governing egg products are 9 CFR 590 and 9 CFR 592.





Please Note

State and local authorities may have additional steps, including permits that you must obtain to operate a meat or poultry establishment.



**Food Safety and
Inspection Service**

Resources

**FSIS Web site at
<http://www.fsis.usda.gov>**

**Brochures, Pamphlets, and DVDs
are available free of charge from the FSIS
Office of Outreach, Employee Education
and Training: Phone 1-800-336-3747**