Association of Food and Drug Officials
Guidelines for Exempt Slaughter and Processing Operations
Training Program Manual

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*Training Program Manual*

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GUIDELINES FOR EXEMPT SLAUGHTER AND PROCESSING OPERATIONS AVAILABLE

The Association of Food and Drug Officials (AFDO) is pleased to announce the completion and availability of the document “Guidelines for Exempt Slaughter and Processing Operations.” A copy is enclosed for your information.

The guidelines were developed as a result of a grant to AFDO from the United States Department of Agriculture, Food Safety and Inspection Services (USDA/FSIS). A workgroup consisting of federal and state regulatory officials produced the model guidelines for this type of food establishment, which is generally monitored in a very limited fashion by federal or state agencies.

Exempt slaughter and processing operations are, in many cases, unlicensed or unregistered and the limited oversight of these operations may present a gap in our current food safety and security system in this country.

The scope of these guidelines is comparable to those accepted practices recognized for a meat processing establishment. We believe that adopting and implementing these guidelines, where there is little or no oversight of such activities, will eliminate a void in a national goal of a seamless food safety and security system.

###

The Association of Food and Drug Officials (AFDO), established in 1896, successfully fosters uniformity in the adoption and enforcement of science-based food, drug, medical devices, cosmetics and product safety laws, rules, and regulations.

AFDO and its six Regional Affiliates provide the mechanism and the forum where regional, national and international issues are deliberated and resolved to uniformly provide the best public health and consumer protection in the most expeditious and cost effective manner.

“AFDO is an international leader and trusted resource for building consensus and promoting uniformity on public health and consumer protection issues related to the regulation of foods, drugs, devices, cosmetics and consumer products.”
GUIDELINES FOR EXEMPT SLAUGHTER AND PROCESSING OPERATIONS

Association of Food and Drug Officials Model Guidelines for State and Local Regulatory Agencies
INTRODUCTION

The Association of Food and Drug Officials (AFDO) has developed this guidance document for State and Local Jurisdictions on the inspection of Exempt Slaughter and Processing operations for amenable species (cattle, swine, sheep, goats, chickens, turkeys, ducks, geese, etc.), game animals and exotic species. Current regulations where they exist, inspector preparation and industry directives are absent and/or non-uniform to explain and guide commercial practice and regulatory surveillance. These guidelines are intended to address these concerns.

These guidelines are intended to evidence a national standard for exempt slaughter and exempt processing operations. Accordingly, these guidelines have sought to fit with the construct of the Federal Meat Inspection Act (21 U.S.C. 601, et. seq.) and the Federal Poultry Products Inspection Act (21 U.S.C. 451, et. seq.). Individual states may want to vary the guidelines to meet local situations.

This document was produced through AFDO in coordination with a Task Force of experts from the United States Department of Agriculture, Food Safety and Inspection Services (USDA/FSIS) and representatives of state meat or food safety inspection programs. AFDO wishes to thank the following State representatives from the Task Force:

   Terry Burkhardt, Wisconsin
   Larry Decker, New York
   Dr. John Fruin, Florida
   Dr. Douglas Hepper, California
   Dr. Lee Jan, Texas

Dr. John Fruin and Larry Decker are from state food safety programs and Dr. Hepper, Terry Burkhardt and Dr. Jan are from state meat inspection programs. In addition, technical experts from USDA/FSIS served as advisors. AFDO staff also participated.
DEFINITIONS

(For the purposes of this guideline document, the following definitions apply:)

1. “Custom slaughter” or “custom processing” means slaughter or processing services provided to an individual who already owns the affected food animal or meat and who uses the resulting meat products solely for his or her personal or household consumption, employees and non-paying guests. The service provider does not act as the purchasing agent of the live animal and does not sell meat, but merely provides a service for hire.

2. “Exempt slaughter” or “exempt processing” include custom slaughter or custom processing as well as those exempt slaughter and processing activities that are exempt under the federal Meat Inspection Act and Poultry Processing Inspection Act.

3. “Food animals” means all the following:
   - “Domesticated food animals.” This includes cattle, swine, sheep, goats, rabbits, farm-raised deer, poultry (chickens, ducks, geese, turkeys, guineas, squab) and ratites.
   - “Captive game animals.” This includes bison, whitetail deer and other animals of a normally wild type that are produced in captivity for slaughter and consumption.
   - “Captive game birds.” This includes farm-raised game birds, such as pheasants, quail, wild turkeys, waterfowl and exotic birds, which are produced in captivity for slaughter and consumption.

4. “Meat” means the edible muscle and other edible parts of a food animal.

5. “Meat establishment” means an establishment used to slaughter food animals for human consumption, or to process the meat of food animals for human consumption.

6. “Mobile custom slaughter” or “mobile custom processing” means custom slaughter or processing services provided at the recipient's premises (typically a farm), rather than at a meat establishment.

7. “Person” includes any individual, partnership, corporation, limited liability company, association or other business unit and any officer, agent or employee thereof.

8. “Sanitary” means free from dirt, filth and contamination and free from any other substance or organisms which are known to be injurious to human health or which would render the product adulterated.

9. “Wild game” means an animal, the products of which are food that is not classified as a domesticated food animal captive game animal or captive game bird. This includes wild deer, elk, antelope, moose, bison, bear, rabbit, squirrel, raccoon and wild birds such as pheasants, quail and turkey.
REGISTRATION AND AUTHORITY

1. No person, firm, partnership or corporation not granted inspection pursuant to the Federal Meat Inspection Act or the Federal Poultry Products Inspection Act shall operate any place or establishment where food animals are exempt slaughtered or exempt processed for food unless such person, firm, partnership or corporation be registered or licensed by the state or local regulatory agency. An application for registration or license shall be made upon a form prescribed by the regulatory agency.

2. In performance of their registration and inspection duties, authorized representatives of the regulatory agency shall have access to, and may enter at all reasonable hours, all places where food animals are exempt slaughtered or exempt processed.

CONSTRUCTION

1. Establishment buildings, including their structures, rooms and compartments must be of sound construction, be kept in good repair and be of sufficient size to allow for processing, handling and storage of product in a manner that does not result in product adulteration or creation of insanitary conditions.

2. Walls, floors and ceilings within establishments must be built of durable materials impervious to moisture and be cleaned and sanitized as necessary to prevent adulteration of product or creation of insanitary conditions.

3. Walls, floors, ceilings, doors, windows and other outside openings must be constructed and maintained to prevent the entrance of vermin, such as flies, rats and mice.

4. Rooms or compartments in which edible product is processed, handled or stored must be separate and distinct from rooms or compartments in which inedible product is processed, handled or stored, to the extent necessary to prevent product adulteration and creation of insanitary conditions.

SANITARY FACILITIES

1. Rooms, compartments, equipment and utensils used for preparing, processing, storing or otherwise handling any product shall be kept in a clean and sanitary condition.

2. Ventilation adequate to control odors, vapors and condensation to the extent necessary to prevent adulteration of product and creation of insanitary conditions must be provided.

3. The exempt slaughter or exempt processing establishment shall maintain well-distributed and sufficient light of good quality.

4. The exempt slaughter or exempt processing establishment shall maintain an efficient drainage and plumbing system for the establishment and premises and all drains and gutters shall be properly installed with appropriate traps and vents. The establishment shall obtain a letter or certificate from the responsible local authority or an accredited third party that the sewer system meets all local environmental standards.

5. The water supply shall be ample, clean and potable, with adequate facilities for its distribution in the plant and its protection against contamination and pollution. Every establishment shall make known the source of its water supply and shall
afford the opportunity for inspection by a department representative of the water and storage facilities and the distribution system. Establishments using a public water supply shall obtain a letter from the servicing agent stating that the water is tested periodically to determine its potability and that the establishment is supplied water by said agency or company. Plant owners shall have the plant water supply tested semiannually if using a private water supply and make the test reports available to the inspector. If the plant uses ice, the ice must be made with potable water meeting the requirements of this subparagraph for the water supply, including testing.

6. One or more dressing rooms and toilet rooms shall be provided, which shall be conveniently located, have self-closing doors and be properly ventilated and lighted. They shall be separate from the rooms and compartments in which products are prepared, stored or handled.

7. Hand-washing facilities shall be placed in or near toilet, killing and processing rooms. It is recommended that these are pedal or knee operated.

8. Hand-washing facilities shall be provided with hot water of at least 105°F and cold water tempered by means of a mixing valve or combination faucet, liquid or powdered soap dispensed from sanitary containers and individual towels or hand drying devices.

9. Establishment toilet soil lines shall be separate from other drainage lines to a point outside the building and drainage from toilet bowls and urinals shall not be discharged into a grease catchbasin.

10. Products shall not be processed, prepared or stored directly beneath sewer lines, drain pipes or other system carrying sewage or waste unless such pipe lines are leak proof or properly protected by insulating materials or other means.

11. Washing and sanitizing of transportation cages shall be conducted in a separate room or designated area with appropriate drainage. Street cleaning or storage of transportation cages shall be prohibited in public thoroughfares..

HUMANE TREATMENT OF ANIMALS

Food animal pens, driveways and ramps shall be maintained in good repair and free from sharp or protruding objects which may cause injury or pain to the animals. Loose boards, splintered or broken planking and unnecessary openings where the head, feet or legs of an animal may be injured shall be repaired. Floors of food animal pens, ramps and driveways shall be constructed and maintained so as to provide good footing for livestock.

A covered pen sufficient to protect livestock from the adverse climatic conditions of the locale shall be required at those establishments that hold animals overnight or through the day.

Food animals shall have access to water in all holding pens and, if held longer than 24 hours, access to feed. There shall be sufficient room in the holding pen for food animals held overnight to lie down.

Food animals are to be humanely slaughtered, according to established or recognized standards for the particular species.

1. Stunning of food animals shall be accomplished in a manner that will create a minimum of excitement or discomfort.
2. The driving of food animals to the slaughtering area shall be done with a minimum of excitement and discomfort. Pipes, sharp or pointed objects and other items, which would cause injury or unnecessary pain, shall not be used.

3. Immediately after stunning, the food animals shall be in a state of complete unconsciousness and remain in this condition throughout shackling, sticking and bleeding.

4. Stunning instruments must be maintained in good repair and available for inspection.

Humane slaughter methods may include, but are not necessarily limited to, the following:

- Captive bolt devices
- Electrical stunning
- Gun shot
- Approved ritualistic slaughter procedure (Kosher, Halal, etc.)

**EQUIPMENT AND UTENSILS**

1. Equipment and utensils used for slaughtering and dressing livestock or otherwise handling any edible product in any exempt slaughter or exempt processing establishment shall be of such smooth and impervious material and construction as will facilitate their thorough cleaning and ensure cleanliness in the preparation and handling of all edible products to avoid adulteration of such products.

2. Scabbards and similar devices for the temporary retention of knives, steels, triers, etc. by workers and others at exempt slaughter establishments shall be constructed of rust-resistant metal or other impervious material, that may be readily cleaned and shall be kept clean at all times.

3. Receptacles used for handling inedible material shall be of such smooth and impervious material and construction that allows them to be easily cleaned, shall be maintained in a clean condition and they shall be conspicuously and distinctively marked “INEDIBLE” and shall not be used for handling any edible product.

4. New or replacement equipment or machinery (including any replacement parts) brought onto the premises of any custom slaughter establishment shall not contain liquid polychlorinated biphenyls (PCBs) in concentrations above 50 parts per million by weight of the liquid medium. This provision applies to any and all equipment and machinery, and any replacement parts for such equipment and machinery. Totally enclosed capacitors containing less than three pounds of PCBs are exempted from this prohibition.

5. Live animal and poultry holding and transportation cages shall be thoroughly cleaned and sanitized after use. The holding or storage of unclean transportation cages is prohibited unless these cages are returned to the distributor on the same date received. Establishment live animal and poultry holding cages shall be equipped with waste material catch pans at the bottom of each cage.

6. Tools, equipment and utensils used for preparing, processing and otherwise handling of any product shall be made of nontoxic material and shall be thoroughly cleaned and sanitized immediately after a change in processing between species, after any interruption of operations during which time contamination may have
occurred and after each day’s use. The equipment shall be properly stored and protected when not in use. All shroud cloths shall be acceptably clean at time of use.

**PRODUCT PROTECTION**

1. Products shall be protected from contamination at all times during production, preparation, storage and transportation.

2. Refrigerated storage of adequate capacity shall be provided and maintained at a temperature not to exceed 41°F for carcasses and parts thereof, processed meats and poultry, meat and poultry by-products and meat and poultry food products. For the purposes of this Section, refrigerated storage of product at a temperature not to exceed 41°F shall include the transportation vehicle used by the exempt operator to deliver product.

3. Vehicles in which products are transported shall be so constructed as to prevent dust, dirt, flies, insects and other contamination from coming in contact with products and shall be maintained in a clean and sanitary manner. Satisfactory protective covering for products shall be provided when necessary.

4. Carcasses and parts shall be protected from contamination from any source such as dust, dirt or insects during storage, loading or unloading at, and transportation to and from exempt slaughter establishments. “To protect carcasses and parts from contamination during transport, the product must be enclosed in appropriate packaging material and transported in vehicle compartments with secured, tight fitting doors.”

5. An exempt slaughterer may not slaughter a food animal for human consumption that appears either diseased or injured. This prohibition does not apply to either of the following:
   - The animal owner certifies that the animal was injured within 24 hours prior to slaughter and is otherwise healthy.
   - The exempt slaughter of an animal injured more than 24 hours prior to slaughter where:
     - The animal owner certifies that the animal is injured, is otherwise healthy and
     - A qualified veterinarian performs an ante-mortem and post-mortem examination on the animal and verifies that the animal is healthy at the time of slaughter.

6. An exempt processor may not process any meat from a carcass that appears diseased or injured unless one of the following applies:
   - The animal’s owner certifies that the animal was injured within 24 hours prior to slaughter and was otherwise healthy.
   - A qualified veterinarian performed an ante-mortem and post-mortem examination on the animal and verifies that the animal was healthy at the time of slaughter.

7. An exempt slaughterer shall immediately notify the state veterinarian of the names and addresses of any individuals that have presented animals for slaughter that exhibit central nervous system abnormalities, signs of Foot and Mouth Disease or
other reportable animal health diseases. If such symptoms are encountered, the exempt slaughterer should hold the animal until the state veterinarian has evaluated the animal.

**SANITARY OPERATIONS**

1. Exempt slaughter and exempt processing establishments shall be maintained in sanitary condition. Each exempt slaughter and exempt processing establishment shall implement and maintain written standard operating procedures for sanitation (SSOPs) in accordance with the following requirements:

   - The SSOP shall describe all procedures an exempt slaughter or exempt processing establishment will conduct daily, before and during operations, sufficient to prevent direct contamination or adulteration of product(s).

   - The SSOP shall be signed and dated by the person with overall authority on site. This signature shall signify that the establishment will implement the SSOP as specified and will maintain the SSOP in accordance with the requirements of this part. The SSOP shall be signed and dated upon initially implementing the SSOP and upon any modifications to the SSOP.

   - Procedures in the SSOP that are to be conducted prior to operations shall be identified as such and shall address, at a minimum, the daily cleaning of food contact surfaces of facilities, equipment and utensils.

   - The SSOP shall specify the frequency with which each procedure in the SSOP is to be conducted by the exempt processor and identify the employee(s) responsible for the implementation and maintenance of such procedure(s).

   - Each exempt slaughter and exempt processing establishment shall conduct the pre-operational procedures in the SSOP before the start of operations and shall conduct all other procedures as specified in the SSOP.

   - The owner or operator of the exempt slaughter or exempt processing establishment shall monitor the daily implementation of the SSOP.

   - The operator of the exempt slaughter or exempt processing establishment shall evaluate the procedures contained in the SSOP to prevent direct contamination or adulteration of product(s) and shall revise the SSOP as necessary to keep the procedures effective and current with respect to changes in facilities, equipment, utensils, operations or personnel.

   - The operator of the exempt slaughter or exempt processing establishment shall take appropriate corrective action(s) when either the establishment or department representative determines that the establishment's SSOP failed to prevent direct contamination or adulteration of product(s). Corrective actions include procedures to ensure appropriate disposition of product(s) that may be contaminated, restore sanitary conditions and prevent the recurrence of direct contamination or adulteration of product(s), including appropriate reevaluation and modification of the SSOP.

   - Each exempt slaughter and exempt processing establishment shall maintain daily records sufficient to document the implementation and monitoring of the SSOP and any corrective actions taken. The establishment employee(s) specified in the SSOP shall authenticate the record with his or her initials and the date. These records shall be maintained for at least six months and made
available to a department representative upon request. All such records shall be maintained at the exempt slaughter or exempt processing establishment.

2. Operations and procedures involving the dressing, storing or handling of any livestock carcass or parts thereof shall be strictly in accord with clean and sanitary methods.

3. All tools, utensils and equipment which become contaminated in dressing carcasses shall be thoroughly cleaned and dipped in hot water having a minimum temperature of 180 degrees Fahrenheit or in a disinfectant solution used and prepared according to a written procedure developed by the exempt slaughterer specifying mixing methods, concentrations, contact time, the need to rinse with clean water and storage of mixed solutions. Documentation substantiating the safety of a chemical’s use in a meat processing environment must be available for review.

4. In establishments where poultry is processed chilling tanks or vats shall be of smooth construction. They shall have a continuous water overflow and be emptied, cleaned and sanitized after each use. Poultry carcasses and parts thereof not immediately given to the consumer shall be chilled after evisceration to an internal temperature not to exceed 41ºF prior to shipment.

5. Poultry scalders shall maintain acceptably clean water. Poultry scalders shall be emptied, cleaned and sanitized at least daily.

6. Eviscerating facilities and equipment must be sufficient at each workstation to insure that carcass and product preparation can be accomplished without contamination.

7. Carcasses, parts thereof, meat and meat food products that are adulterated and/or not returned to the owner shall be adequately denatured or decharacterized to preclude their use as human food. Before the denaturing agents are applied, carcasses and carcass parts shall be freely slashed or sectioned. The denaturing agent must be mixed with all of the carcasses or carcass parts to be denatured and must be applied in such quantity and manner that washing or soaking cannot easily and readily remove it. A sufficient amount of the appropriate agent shall be used to give the material a distinctive color, odor or taste so that such material cannot be confused with an article of human food.

8. Animals dressed with hides on shall be thoroughly washed and cleaned before evisceration. Washing equipment of an acceptable type to thoroughly and efficiently wash carcasses inside and out shall be provided.

9. Singeing, where performed, shall be conducted in a sanitary manner to prevent contamination and adulteration of product and in compliance with all applicable fire and environmental codes.

10. Hides shall not be stored on the killing floor, nor stored exposed in rooms or compartments used for edible products.

11. Carcasses with hides on and hunter-killed wild game shall not be stored in contact with skinned and dressed carcasses or parts thereof or other edible products.
**PERSONNEL**

1. All persons working in contact with product, food contact surfaces and product packaging materials must adhere to hygienic practices while on duty to prevent adulteration of product and the creation of insanitary conditions.

2. Aprons, frocks and other outer clothing worn by persons who handle product must be of material that is disposable or readily cleaned. Clean garments must be worn at the start of each working day and garments must be changed during the day as often as necessary to prevent adulteration of product and the creation of insanitary conditions.

3. Any person who has, or appears to have, an infectious disease, open lesion, including boils, sores or infected wounds or any other abnormal source of microbial contamination, must be excluded from any operations which could result in product adulteration and the creation of insanitary conditions until the condition is corrected.

4. Personnel responsible for identifying sanitation failure or food contamination should have a background of education or experience or a combination thereof to provide a level of competency necessary for production of clean and safe food. Personnel and supervisors responsible for slaughter or processing should receive appropriate training in proper food protection principles.

**MEAT ESTABLISHMENTS PROCESSING WILD GAME**

A meat establishment may *custom process* legally harvested wild game for the game owner if all the following apply:

- The meat establishment operator notifies the regulatory agency, which may restrict wild game processing that is incompatible with the exempt slaughter or exempt processing of food animals at the same establishment.
- The operator accepts only clean and apparently wholesome wild game carcasses for custom processing.
- The operator, when custom processing wild game, complies with processing, labeling and recordkeeping requirements applicable to the custom processing of food animals. The operator must label all of the resulting wild game products, “NOT FOR SALE.”
- The operator processes wild game only at times when the operator is not slaughtering or processing food animals.
- The operator cleans and sanitizes equipment used to process wild game before using that equipment to slaughter or process food animals.
- The operator keeps wild game and wild game products separate from all other meat and meat food products in the establishment.
- The operator clearly labels wild game products, so they cannot be confused with other meat or meat food products. Wild game products must be clearly identified by species.
RECORDS AND CONTROLS

1. The operator or owner of the exempt slaughter or exempt processing establishment shall take appropriate corrective action(s) when either the establishment or regulatory agency determines that the establishment’s SSOP failed to prevent direct contamination or adulteration of product(s). Corrective actions include procedures to ensure appropriate disposition of product(s) that may be contaminated, restore sanitary conditions and prevent the recurrence of direct contamination or adulteration of product(s), including appropriate reevaluation and modification of the SSOP.

2. Each exempt slaughter and exempt processing establishment shall maintain daily records sufficient to document the implementation and monitoring of the SSOP and any corrective actions taken. The establishment employee(s) specified in the SSOP shall authenticate these records with his or her initials and the date. These records shall be maintained for at least six months and made available to a regulatory agency representative upon request. All such records shall be maintained at the exempt slaughter or exempt processing establishment.

3. Custom slaughter records shall contain the name, address and telephone number of the owner of each food animal slaughtered, the date the food animal was slaughtered, the species and brief description of the food animal.

4. Additional records that must be kept include records such as bills of sale, invoices, bills of lading and receiving and shipping papers for transactions in which any food animal or carcass, meat or meat food product is purchased, sold, shipped, received, transported or otherwise handled by the exempt slaughter or exempt processing establishment.

5. Operators of facilities conducting exempt slaughter and exempt processing shall keep slaughter and processing records for a period of two years, beginning on January 1 of the previous year plus the current year to date.

6. All records shall be available to regulatory agency representatives on request.

7. A regulatory agency representative may attach a “Reject Tag” to any equipment, utensil, room or compartment at an exempt slaughter or exempt processing establishment that he or she determines is insanitary and presents a health hazard. No equipment, utensil, room or compartment so tagged shall again be used until untagged or released by a regulatory agency representative. Such tag so attached shall not be removed by anyone other than a regulatory agency representative.

8. A regulatory agency representative that determines any meat is adulterated, unfit for human food, from an unhealthy or unsound animal or may be a health hazard, may attach a “Retain Tag” to the meat and document the reason for attaching the tag on a form specified by the regulatory agency and deliver the form to the operator of the meat establishment. The owner of the meat shall be notified by the plant operator and advised of the potential health risk.
The custom processor shall ensure that the owner of the meat either authorizes the voluntary destruction and denaturing of the meat or agrees to remove the meat from the custom-processing establishment. Under no circumstances may the meat be further processed at the establishment.

9. Safe handling labeling or instructions shall accompany every customer’s raw or not fully cooked products.

10. A person who slaughters any food animal for human consumption or who processes the meat of any food animal for human consumption, must keep records including:

- The date and time of slaughter or processing.
- The number and type of animals slaughtered and the disposition of the carcasses.
- The type and amount of meat processed and the disposition of that meat.
- Certificates signed by persons submitting injured animals for slaughter. (See Section “Product Protection” #5 and #6).

The person must keep the records for at least two years and make the records available for inspection and copying by the regulatory agency upon request.
11. Meat that is prepared on a custom basis shall be marked at the time of preparation with the term, “Not for Sale” in letters at least three-eighths inch in height and shall also be identified with the owner’s name or a code that allows identification of the carcass or carcass part to its owner. Only approved ink shall be used for marking such products.

12. Exempt slaughtered or exempt processed poultry prepared for further distribution for sale must be labeled to include the producer’s name and address and the statement, “Exempted – P.L. 90-492” or other regulatory agency requirement.

13. A person performing a mobile custom slaughter must return the resulting meat to the service recipient at the slaughter site, except that the service provider may transport carcasses, other than poultry carcasses, to a licensed or registered meat establishment for custom processing. Carcasses must be transported in a sanitary manner and must be conspicuously marked “Not for Sale.”

A person providing mobile custom slaughter or processing services must keep records including:

- The name and address of each service recipient.
- The number and type of animals slaughtered for each service recipient.
- The date of each slaughter.
- The disposition of each carcass. If a carcass is transported to another location for further processing, the report must identify that location.

**PRESERVED TREATMENT OF HEAT-TREATED, EXEMPT PROCESSED MEAT**

1. All forms of exempt processed fresh meat, including fresh unsmoked sausage and pork such as bacon and jowls are classified as products that are customarily well cooked in the home before being consumed. Therefore the treatment of such products for the destruction of pathogens is not required.

2. Exempt processed meat that is not customarily cooked or may not be cooked before consumption because it has the appearance of being fully cooked, must not contain pathogens.
a. Heat-treated products and dry, semi-dry and fermented sausages that are less than three inches in diameter are required to be heated to an internal temperature according to the following chart:

<table>
<thead>
<tr>
<th>Internal Temperature (in degrees F)</th>
<th>Time</th>
<th>Internal Temperature (in degrees F)</th>
<th>Time</th>
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<td>157 and up</td>
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<td>8 minutes</td>
<td>130</td>
<td>121 minutes</td>
</tr>
</tbody>
</table>
b. Heat treated products and dry, semi-dry and fermented sausages that are more than three inches in diameter are required to be heated to an internal temperature according to the following chart:

<table>
<thead>
<tr>
<th>Internal Temperature (in degrees F)</th>
<th>Time</th>
<th>Internal Temperature (in degrees F)</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>145 and up</td>
<td>instantly</td>
<td>141</td>
<td>10 minutes</td>
</tr>
<tr>
<td>144</td>
<td>5 minutes</td>
<td>140</td>
<td>12 minutes</td>
</tr>
<tr>
<td>143</td>
<td>6 minutes</td>
<td>139</td>
<td>15 minutes</td>
</tr>
</tbody>
</table>

c. Heat-treated products that must be stored under refrigerated temperatures must be cooled quickly to prevent bacterial growth. During cooling, the product’s maximum internal temperature should not remain between 130 degrees Fahrenheit and 80 degrees Fahrenheit for more than 1-1/2 hours nor between 80 degrees Fahrenheit and 41 degrees Fahrenheit for more than 5 hours. Exempt processors may slowly cool cured products in accordance with Food Safety and Inspection Services (FSIS) Directive 7110.3, Time/Temperature Guidelines for Cooling Heated Products.

d. Exempt processors not utilizing a heating step as described in (a), (b) or (c) above must submit an alternate procedure, describing the method utilized in determining safety to the state regulatory agency.

3. When necessary to comply with the heat treatment requirements of this section, the smokehouses, drying rooms and other compartments used in the treatment of exempt processed meat products to destroy pathogens shall be suitably equipped by the operator of the exempt processing establishment with accurate automatic recording thermometers.

4. All ready-to-eat exempt processed pork products shall have undergone a formulation, temperature or curing process designed to eliminate trichinae. This may include freezing as prescribed in FSIS 318.10, heating to 144ºF minimum or through a process which includes controlling the size of the chopped meat in the product, ensuring a specific salt content and specifying the length of time in a drying room at a specific temperature.
The Association of Food and Drug Officials (AFDO) has developed this guidance and training for State and Local Jurisdictions on the inspection of Exempt Slaughter and Processing operations for amenable species (cattle, swine, sheep, goats, chickens, turkeys, ducks, geese, etc.), game animals and exotic species. Current regulations where they exist, inspector preparation and industry directives are absent and/or non-uniform to explain and guide commercial practice and regulatory surveillance. The guidelines and training are intended to address these concerns.

This document was produced through AFDO in coordination with a Task Force of experts from the United States Department of Agriculture, Food Safety and Inspection Services (USDA/FSIS) and representatives of state meat or food safety inspection programs.

There are 12 Sections to the Guidelines. Participants can refer to document as Sections are discussed.
DEFINITIONS

1. "Domesticated "
   - Domesticated "
   - "Domesticated "
   - "Domesticated 
   - "Domesticated "

2. "Wild "
   - "Wild "
   - "Wild "
   - "Wild "

3. "Domesticated "
   - "Domesticated "
   - "Domesticated "
   - "Domesticated "

4. "Exempt slaughter" or "exempt processing"

5. "Exempt slaughter" or "exempt processing"

6. "Exempt slaughter" or "exempt processing"

7. "Exempt slaughter" or "exempt processing"

8. "Exempt slaughter" or "exempt processing"

9. "Exempt slaughter" or "exempt processing"

Definitions which apply for the purposes of this Guideline.

- Reference pages from guideline document.

REGISTRATION AND AUTHORITY

- Registered or Licensed
- Access to Premises

Exempt establishments must meet federal requirement for exemption, but no federal licensing or registration is needed.

These Guidelines recommend government licensing or registration.

Inspection personnel shall have access and authority to enter at all reasonable times.

Example of license in New York State.
“Construction” requirements are identified.
  o Reference pages from guideline document.

Rural setting for an exempt slaughter and processing facility.

Illustrates additional view of a rural-type custom slaughter establishment.
Slide 10
Urban setting of a live poultry market.

Slide 11
Illustrates example of well constructed establishment interior.
Floors, walls, ceiling are well constructed.
Brightly lit processing area.

Slide 12
Illustrates unacceptable example for floor construction (disrepair, improper slope, not smooth, difficult to clean).
Slide 13
COVING
Illustrates unacceptable floor and wall construction (disrepair, unclean, unkempt).

Slide 14
Illustrates acceptable coving construction.

Slide 15
Depicts a smooth and easily cleanable wall construction.
Slide 16

Rust-laden pipes and ceiling beam.
Difficult to clean surfaces.

Slide 17

Insect and rodent proofing the building can be helped by providing tight-fitting windows and doors, including large overhead doors.

Slide 18

Air screen employed to control insects.
Basic overview of a custom exempt slaughter facility showing room separation between live animals, evisceration and processing areas.

Poultry slaughter operations require separate rooms as well.

Overview of kill floor - appears clean and sanitary.

Overview of a processing area - well vented and lighted.

Overview of small processing area—clean and sanitary.
Slide 25  Illustrates poor storage of utensils.

Slide 26  Illustrates an unclean unkempt floor drain.

Slide 27  Floor drains should be well vented, properly trapped and meet all local standards.
Slide 28
Adequate ventilation to control condensation is required.

Condensation is visible on ceiling fixture.

Slide 29
Sewer system must meet all local environmental standards.

Slide shows a new septic system being installed.

Slide 30
Private water requires potability testing semi-annually.

Private supplies should meet local health requirements for construction, including capping and sealed casing.
Employees should be provided with lockers or dressing rooms away from product and processing areas.

Handwash facilities (separate from product or equipment wash facilities) provided in processing area.

Note foot pedal operation and mixing valve provided.

Illustrates an unacceptable hand wash sink.
Slide 34
Hand wash facilities in toilet rooms to include hot water, soap and hand drying device.

Slide 35
Employees need to recognize the importance of hand washing.

Slide 36
Illustrates use of transportation cages for in-house storage of birds.

    Cages are filthy and ladened with fecal material.
    Metal holding cages are in disrepair and unclean.
Slide 37
Clean cages for transportation only.

Slide 38
**HUMANE TREATMENT OF ANIMALS**
- Pens
- Access to Water
- Humane Slaughter


Slide 39
Illustrates open pen well maintained and free of potential hazards to the animal.
Slide 40  Example of a small animal holding area with acceptable conditions.

Slide 41  Unacceptable cages for live birds.

No feeding or water receptacles, poor footing, sharp cage edges.


HUMANE SLAUGHTER STANDARDS

• Stun the food animals in a manner that will create a minimum of excitement or discomfort.

• The driving of food animals to the slaughter area shall be done with a minimum of excitement and discomfort.

• Immediately after stunning, the food animals shall be in a state of unconsciousness and remain in that condition throughout shackling, bleeding, and chilling.

• Stunng instruments must be maintained in good repair and available for inspection.
HUMANE SLAUGHTER METHODS

- Captive bolt devices
- Electrical stunning
- Gun shot
- Approved ritualistic slaughter procedure
  (Kosher, Halal, etc.)

Examples of acceptable slaughter methods.

Example of stunning implement to be employed (captive bolt).

The following slides depict a custom exempt lamb slaughter operation – step by step. The animal has been stunned through the effective use of captive bolt, electrical stunning or gun shot or an approved ritualistic procedure.
Slide 46

SLAUGHTER PROCESS
(continued)

A cut is made across throat.

Animal is bled, legs are held to facilitate bleeding and reduce spatter.

Slide 47

SKINNING PROCESS

A cut is made around legs at knee joint.

HOOVES ARE BROKEN-OFF AT THIS TIME, OR BEFORE WASHING PRIOR TO EVISCERATION.

Skinning process.

Slide 48

SKINNING PROCESS
(continued)

WORKER SLICES THROUGH MEMBRANE BETWEEN HIDE AND FLESH OF ANIMAL.

KNIFE SHOULD BE WASHED OR CHANGED BEFORE SKINNING OF HIDE.

AVOID CUTTING INTO FLESH OF ANIMAL WITH KNIFE.

FLOOR IS WASHED OF ANY EXCESS BLOOD.

PEEL BACK HIDE AWAY FROM ANIMAL FLESH.

Skinning process continued.
Skinning process continued.

Evisceration Process.

Evisceration Process continued.
Evisceration Process continued.

Slide 52

Evisceration Process continued.

Slide 53

Stamping and Labeling.

Slide 54

Slide 55

Cutting board with scored wood side.

Wood is unsmooth and difficult to clean.

Cutting board is badly scored as well.

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Slide 56

Illustrates an acceptable processing table with smooth, easy-to-clean surfaces.

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Slide 57

Illustrates unacceptable rusty cleaver and scored cutting board.
Grinder plates are rusted and contain waste encrustments.

Inedible container is labeled properly and constructed of easily cleanable material.

Illustrates an unacceptable example of transportation cage.

Cages are filth-ladened and laden with fecal material.

Cages must be cleaned and sanitized to reduce the possibility of disease transportation.
Slide 61

Equipment must be cleaned and sanitized between species, after interruption of operations, and after each day’s use.

Slide 62


Slide 63

Illustrates acceptable product protection through the use of plastic liners and covers.
Slide 64
Illustrates acceptable product storage in cooler.
Species separation, only raw products stored in cooler, clean hooks, rails and walls reduce potential for product contamination.

Slide 65
Proper storage temperature can be monitored through use of accurate thermometer.

Slide 66
Proper product temperature can be monitored through use of a calibrated probe-type thermometer.
Transportation vehicles, if employed, must maintain safe temperatures.

Slaughter Restrictions identified.

Process Restrictions identified.
A qualified veterinarian can perform ante mortem and post mortem examinations for animals suspected of being unhealthy or injured.


SSOP’s identified.
Slide 73
Illustrates an operator reviewing his SSOP’s with regulatory official.

Slide 74
Operators can take daily monitoring checks and record their findings to assure compliance with SSOP.

Example of a SSOP and example monitoring records are made available.

Slide 75

PERSONNEL
- Personal Hygiene
- Clothing
- Infectious Disease
- Demonstration of Knowledge
Slide 76
Illustrates soiled apron on an employee.

Slide 77
Illustrates acceptable hygienic practices by two employees – head covering, clean outer garments.

Slide 78
“Processing Wild Game” – Reference pages in Guideline document.
Slide 79

**PROCESSING WILD GAME**

- Notification of Regulatory Agency
- Clean, Wholesome Wild Game
- Labeling
- Separate Slaughter/Processing
- Cleaning and Sanitizing Between Use
- Separate Storage

Requirements for processing wild game identified.

Slide 80

**RECORDS AND CONTROLS**

- S.O.P.
- Owner of Animal Slaughtered
- Bills of Sale
- Records Retention
- Available for Inspection
- Reject/Retain Tag
- Safe Handling Labeling
- Other Labeling
- Mobile Slaughter/Processing


Slide 81

Example of sanitation check list. (Refer to example forms for sanitation checklist and corrective actions.)
Example of processing record. (Refer to example form for custom slaughterhouse processing.)

Reject/Retain tags are utilized for product or equipment when found unfit.

Mobile custom slaughter or processing records identified.
Slide 85
Overview of mobile custom slaughterer.

Slide 86
Potable water provided.

Slide 87
Illustrates dead animal being hoisted into unit.
Slide 88
Custom processing on farm location.

Slide 89
Available hand washing and disinfection unit.

Slide 90
Refrigeration is available in the mobile unit.
Slide 91

Custom processing of sausage and jerky conducted at this exempt firm. (Refer to AFDO Retail Meat and Poultry Processing Guidelines.)

Slide 92


Slide 93

Smokehouse operation.
Small exempt sausage processor.
<table>
<thead>
<tr>
<th>Date</th>
<th>Name &amp; Address Phone Number</th>
<th>Number and Description of Animals Processed</th>
</tr>
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<tbody>
<tr>
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</table>
## SANITATION CHECK

### OPERATIONS

<table>
<thead>
<tr>
<th>TIME</th>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
<th>Day 4</th>
<th>Day 5</th>
<th>Day 6</th>
<th>Day 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Work area and surfaces in good order, not cluttered, clean and properly sanitized.</td>
<td>Area I</td>
<td>Area II</td>
<td>Area III</td>
<td></td>
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<tr>
<td>2. Work surfaces cleaned and sanitized between handling different foods or ready-to-eat and raw foods.</td>
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<td>3. Equipment and facilities in good operating condition.</td>
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<td>4. Floor well drained, clean and free of debris or trash.</td>
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<td>5. Separate brushes, wiping cloths and containers used for cleaning and sanitizing. Restrict use of wiping cloths.</td>
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<tr>
<td>6. Utensils and food machines cleaned and sanitized after each operation and each work day. Properly stored and protected.</td>
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<td>7. Food containers, packaging and dry storage area clean and with good housekeeping for package integrity and identity.</td>
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<td>8. Foods and ingredients properly labeled, protected and stored.</td>
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<tr>
<td>9. Ready-to-eat foods handled and stored separated or segregated from raw foods and raw food containers and packaging.</td>
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<td>10. Coolers and freezers clean and not cluttered.</td>
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<tr>
<td>11. All food transport equipment cleaned and sanitized.</td>
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<td>12. All cleaners, sanitizers, pesticides and other potentially toxic chemicals properly labeled and stored separate from foods and processing area.</td>
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<td>13. Dry and wet waste materials properly contained and removed from the processing area. No accumulation of waste materials.</td>
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<td>14. Disposal area maintained to avoid odor and pest problems.</td>
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<td>15. Outside areas properly maintained to avoid pest problems.</td>
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<td>16. Thermometers available, calibrated and used.</td>
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### PERSONNEL

<table>
<thead>
<tr>
<th>TIME</th>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
<th>Day 4</th>
<th>Day 5</th>
<th>Day 6</th>
<th>Day 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Only authorized persons in the food processing area.</td>
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<tr>
<td>2. No person with illness, open or infected wounds allowed in contact with foods or food operations.</td>
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<td>3. Persons with clean uniform, gloves and hair covers (as necessary).</td>
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<td>4. Restrict exposure of food to tobacco, jewelry, cosmetics, medication, perspiration, eating and drinking.</td>
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<td>5. Hand wash facilities and toilets functioning correctly and properly supplied and used.</td>
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### Food Temperature Checks

<table>
<thead>
<tr>
<th>TIME</th>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
<th>Day 4</th>
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<td>PM</td>
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</table>
# CORRECTIVE ACTIONS

<table>
<thead>
<tr>
<th>Sanitation No.</th>
<th>Date/Time</th>
<th>PROBLEM</th>
<th>Date/Time</th>
<th>CORRECTION</th>
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FIRM: ___________________________ SIGN: ___________________________
I. Ground Meats

A. Definitions

1. “Beef Pattie Mix” or “Beef Patties” if in pattie form, means chopped, or mechanically separated ground beef or partially defatted beef fatty tissue with or without the addition of beef fat. Binders or extenders may be used without added water or with added water only in amounts so that the products characteristics are essentially that of a meat pattie.

2. “Comminuted” means reduced in size by methods including chopping, flaking, grinding or mincing.

3. “Grinder” means a piece of equipment used to cut meat into small pieces. The meat is fed from a hopper, passed along a cylinder with an auger or worm to a perforated plate where it is sliced away by revolving blades.

4. “Ground Beef” means chopped or ground beef with or without seasoning and without the addition of beef fat, as such, shall not contain more than 30 percent fat and shall not contain added water, phosphates, binders or extenders.

5. “Ground Poultry Meat” means chopped or ground poultry without the addition of water, cereal, soy derivatives or other extenders and with no more than 15% skin.

6. “Hamburger” means chopped fresh or frozen beef with or without the addition of beef fat, as such, and/or seasoning, shall not contain more than 30% fat, and shall not contain added water, phosphates, binders or extenders.

B. Grinding

1. Whenever a grinder is temporarily stored with the intent of using it again in the very near future, the grinder head and hopper must be refrigerated at 41°F or less until used again.

2. Grinding equipment shall be completely disassembled and cleaned by washing, rinsing and use of an approved sanitizer after each use or at least daily.

3. If the species of meat being ground is changed from one batch to the next, the entire grinding assembly must be dismantled and cleaned.

4. When beef cheek meat (trimmed beef cheeks) is used in the preparation of chopped beef, ground beef or hamburger, the amount of cheek meat
shall be limited to 25%. If used in excess of natural proportions, it must be identified on the label.

C. Time-Temperature Control During Grinding and Trimming. Trimmings to be used for ground meat shall be held at 41°F or less (product temperature) during the trimming process. Ground meat and poultry shall be held at 41°F or less as all times during grinding, storage or display.

D. Labeling Ground Beef

1. The common or usual name of any added ingredient shall be listed on the package label in decreasing order of predominance or on a placard when displayed in bulk.

2. An added descriptive name may be used where the ground meat is prepared entirely from a specific cut such as chuck, round or sirloin (example: ground beef sirloin). When beef trimmings are used in the mixture, it may only be labeled as ground beef or hamburger.

3. The amount of cheek meat that may be used in ground beef or hamburger is limited to 25 percent and its presence shall be declared on the label, either contiguous to the name of the product or in the ingredient statement.

4. The fat content or lean content shall be clearly indicated on the label. The fat content shall not exceed 30 percent. Whenever the terms “lean,” “extra lean” or “reduced fat” are used, the product and labeling must be in compliance with NLEA requirements listed in the Code of Federal Regulations.

5. “Previously Frozen” must be labeled on the package, container or wrapping if a meat/meat food product or poultry/poultry food product has been frozen prior to sale.

6. The label shall contain a code date to identify the batch or lot.

7. When more than one ingredient is present, they shall be listed in decreasing order of predominance on the label or placard.

8. A “Safe Handling Statement,” as defined by USDA Meat and Poultry Regulations §317(2)(1), and §381.125, shall be fixed to the package where it is easily visible to the consumer.

II. Curing and Smoking

A. Definitions

1. “Acceptable Product List” means a list of meat or poultry products for which a HACCP Plan has been approved by a process authority.

2. “Casings” mean natural animal stomachs, intestines or bladders or manufactured casings of cellulose or collagen, which are used to contain comminuted meat, or poultry product mixtures for sausages.
3. “Cold Smoking” means a smoking process used to apply smoke or a smoke flavor at or near ambient temperature to food products not sufficiently darkened or flavored in the original cooking process.

4. “Curing” means the development of a characteristic pink color in meat based on the interaction of nitrite and meat pigments or other physical processing.

5. “Cure Accelerator” means compounds such as ascorbic acid or erythorbic acid or their derivatives, sodium ascorbate and sodium erythorbate as defined for use in 9 CFR 318.7(c)(4), which shorten the time required for the distinctive pink color to develop in cured meat and poultry products.

6. “Injection” means the process of transferring a curing solution into a whole muscle meat using a needle or group of needles connected to a brine source.

7. “Massaging” means subjecting meat chunks to a mechanical treatment to facilitate protein extraction from muscle fibers. This process accelerates the even dispersal of cure solution and increases yield.

8. “Showering” means a potable water spray with or without liquid smoke in the smoke house which, depending on when the water spray is applied, maintains humidity, flavors, decreases cooking time, promotes rapid cooling or reduces casing shrinkage.

9. “Smokehouse” means a piece of equipment or room sized enclosure used to conduct the smoking and cooking process which has a smoke source, adequate ventilation, heat and humidity source if necessary, approved plumbing and waste lines if necessary, support structures for the food products to be smoked and a method to determine internal product temperature.

B. Trained Employees. All employees engaged in the curing and smoking process shall receive training and demonstrate familiarity with the curing and smoking processes as well as the associated hazards.

C. HACCP Plan. Each retail food establishment that engages in the curing and smoking process must have a HACCP plan validated by a process authority. This HACCP plan must be made available to the regulatory authority for review and audit. The HACCP Plan must contain process flows for each category of product, recipe formulations for each product that is cured and/or smoked, critical limits, identified hazards, monitoring procedures, corrective action and verification steps. It must include a list of acceptable products, which have received approval under the HACCP Plan. It shall also contain a description of the training course content for employees engaged in the curing and smoking operation.

D. Equipment and Materials.

1. A calibrated automatic recording thermometer with internal product temperature probes or calibrated metal-stemmed thermometer shall be available and used when product is smoked.
2. Calibrated and certified scales shall be used to weigh any curing compound, cure accelerator or other additive, provided it has not already been premeasured and weighed.

3. Tumble massagers facilitate the extraction of salt soluble proteins and accelerates the distribution of cure solution in chunks of meat. Massaging must be done under refrigeration, recommended at 33°–36°F.

4. All equipment coming in contact with meat products must be fully cleaned by washing, rinsing and use of an approved sanitizer.

5. A smoke generator attached to a smoke house may only use materials approved by USDA, FDA or other regulatory agencies. These include non-resinous hardwoods, hardwood sawdust, redwood, mesquite wood, corncobs and natural liquid smoke.

6. Natural or artificial casings for sausage, loaf or chub forming must be sanitary and may not be stripped for reuse with another batch or lot. The casings may be salted or unsalted, colored or shirred, that is, pleated or compressed for easy application to the stuffing horn.

7. Curing or smoking may not be used to salvage meat or poultry that has excessive bacterial growth or spoilage.

E. Time-Temperature Control During Curing

1. The curing process using immersion and injection shall be done so that product temperature remains at 41°F or less.

2. Meat and poultry products, as well as natural and artificial casings during soaking shall be stored at 41°F or less.

3. The internal temperature of any smoked meat or poultry or smoked meat or poultry product shall comply with cooking requirements for that product, with the exception that:
   a. Cold smoking is a smoking process used only to apply smoke color or flavor at ambient temperature to food products, and
   b. When a cold smoking process is used for cosmetic purposes, that is, to add smoke color or flavor to pre-cooked product, it must be of such duration that the internal product temperature remains at or below 41°F.

F. Curing Process

1. Use of curing agents, curing accelerators and other additives shall be according to 9 CFR 318.7 Approval of Substances for Use in the Preparation of Products and 9 CFR 381.147 Restrictions on the Use of Substances in Poultry Products.

2. The formulation and preparation procedure must be documented by lot.
G. Curing Methods

1. Dry curing means all surfaces of the meat are rotated and rubbed at intervals of sufficient frequency to assure cure penetration.

2. Dry salt curing is a modification of the dry curing method where the product may be injected with cure solution directly into the muscle tissue before the dry salt cure is rubbed onto the surface.

3. Immersion curing introduces the cure solution by osmosis. The pickle or brine solution requires periodic mixing to facilitate uniform curing. Immersion curing solutions shall be discarded after each use except when they remain with the same batch or lot during the entire curing process.

4. Injection curing introduces the curing solution into the muscle meat through hollow needles.
   a. Stitch pumping injects the curing solution deep into the muscle with a single orifice needle.
   b. Spray pumping injects the curing solution using a needle with many orifices to allow more uniform distribution of the solution.
   c. Artery pumping injects the curing solution into the natural circulatory system of the meat.
   d. Machine pumping, similar to stitch pumping, injects the curing solution using 10 or more needles. Sometimes spring-loaded needles are used for bone-in products to prevent breaking the needles.

H. Time-Temperature Control During the Smoking Process

1. The smoking process shall be considered equivalent to a cooking process and be required to meet all internal time-temperature cooking requirements. This information shall be documented for each lot.

2. Cold smoked meat and poultry products shall be processed at or near ambient temperature so that the internal product temperature does not rise above 41°F. The product and air temperature shall be monitored at all times.

3. Hot smoked meat and poultry products shall be cooled to 70°F within 2 hours and to 41°F or less within an additional 4 hours.
   a. If cold water showering is used to rapidly drop product temperature after smoking, it must be potable water, contain a chlorine residual, may not be recirculated unless by an approved method, and if reclaimed, must be discarded daily.
   b. Cooling times and temperatures must be documented for each lot but in all cases, must reach 140°F to 70°F internal product temperature within 2 hours and from 70°F to 41°F or below within an additional 4 hours.
I. Storage of Smoked Product. Ready-to-eat smoked product must be stored in a manner and location to prevent cross-contamination or adulteration.

III. Dry and Semi-Dry Fermented Sausage

A. Definitions

1. “Dry Fermented Sausage” means a product made of chopped or ground meat products that, as a result of bacterial action, reaches a pH of 5.3 or less and is then dried to remove 25-50 percent of the moisture to have a moisture/protein ratio in compliance with USDA requirements. Dry fermented sausages include summer sausages, salamis and pepperonis.

2. “Fermentation Culture” means an active and pure culture of one or more bacteria which effects the rapid pH drop in dry and semi-dry fermented sausages.

3. “Semi-Dry Fermented Sausage” means a product made of chopped or ground meat products that, as a result of bacterial action, reaches a pH of 5.3 or less and undergoes up to 15 percent removal of moisture during the fermentation/heating process. Semi-dry fermented sausages include thuringer, cervelat and Lebanon bologna.

B. Validation of Processing Procedure for Dry and Semi-Dry Fermented Sausages. In light of foodborne outbreaks of \textit{E. coli 0157:H7} linked to dry fermented ready-to-eat sausage products, all procedures for dry and semi-dry fermented sausages must be validated to show products achieve a 5-log reduction of \textit{E. coli 0157:H7}. Full documentation is required. This can be accomplished by using one or more of the following options:

1. Submit the processing procedure to a recognized process authority for validation.

2. Design and conduct validation studies utilizing a laboratory that is certified for testing pathogenic bacteria in meat and poultry products including any non-food manufacturing biosafety level II facility.

3. Modify processing procedures to include a moist heating step after fermentation but prior to drying. The moist heating can be accomplished by using a sealed oven or steam injection to raise the relative humidity above 90 percent throughout the cooking process and meet one of the following time-temperature requirements:

<table>
<thead>
<tr>
<th>That Temp.</th>
<th>Min. Holding Time at Min. °F Internal Temp</th>
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</thead>
<tbody>
<tr>
<td>130</td>
<td>121 min.</td>
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<tr>
<td>131</td>
<td>97 min.</td>
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<tr>
<td>132</td>
<td>77 min.</td>
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<td>37 min.</td>
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<tr>
<td>137</td>
<td>24 min.</td>
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<td>139</td>
<td>15 min.</td>
</tr>
<tr>
<td>140</td>
<td>12 min.</td>
</tr>
</tbody>
</table>
4. Examples of processes that yield a 5 D or more reduction of *E. coli 0157:H7*:

- a. Ferment at 90°F to pH 5.3 and apply cook, then dry for ≥7 days (large casing).
- b. Ferment at 90°F to pH 4.6 and hold at 90°F for ≥6 days (small casings).
- c. Ferment at 90°F pH 4.6 and apply cook (small and large casings).
- d. Ferment at 110°F to pH 4.6 and hold at 110°F for ≥4 days (small and large casings).

5. Initiate a hold and test program unless the source of the ingredients has been certified pathogen free. This involves the holding and testing of all batches of dry and semi-dry sausages. Samples must be submitted to a laboratory that is certified for testing pathogenic bacteria in meat and poultry products.

6. Implement a HACCP plan combined with Good Manufacturing Practices (GMPs) for fermented sausage, including raw batter testing and documentation of at least a 2 D lethality of *E. coli 0157:H7* between stuffing and shipping.

- a. An acknowledged analytical method equivalent to that used by USDA/FSIS must be implemented in the raw batter testing.
- b. The sample size and compositing procedure must ensure a detection level of 1/gm. (It is recommended that fifteen 25-gm samples be taken from across the lot. These could then be composited into 5, 75-gm. Analytical samples.)
- c. The definition of a “lot” for the purposes of sampling must be statistically sound.
- d. GMPs must be applied.
- e. The process must also address *Salmonella, Trichinella* and *Staphylococcus*.
- f. A procedure for dealing with lots from positive batter samples must be defined in the HACCP plan. At a minimum, all positive lots must be subjected to conditions that will provide a total 5 D process.
C. Fermentation Cultures

1. If a commercially prepared fermentation culture is used, any special handling instructions specified by the manufacturer regarding frozen or refrigerated storage and other factors must be observed.

2. If a back inoculum from a previously fermented and controlled mother batch is used, the mother batch shall have attained a pH of 5.3 and shall be monitored on a regular basis for lactic acid producing bacteria and coagulase positive Staphylococci.

D. Fermentation Time-Temperature Control. Once the pH reaches 5.3 or less during fermentation by lactic acid bacteria, the potential for Staphylococcus aureus growth is effectively controlled, thus minimizing the ability for growth to a dangerous level. During fermentation of sausages, it is necessary to limit the time during which the sausage meat is exposed to temperatures exceeding 60°F or higher which is the critical temperature at which staphylococcal growth effectively begins.

1. Degree/Hours Defined*
   a. Fewer than 1200 degree/hours when the highest fermentation temperature is less than 90°F.
   b. Fewer than 1000 degree/hours when the highest fermentation temperature is between 90°F and 100°F.
   c. Fewer than 900 degree/hours when the highest fermentation temperature is greater than 100°F.

* Note: Degrees are measured as the excess over 60°F at which staphylococcal growth effectively begins. Degree/Hours are the product of time in hours at a particular temperature and the “degrees.” Degree/Hours are calculated for each temperature used in the process. The limitation of the number of degree/hours indicated in a, b, and c depend upon the highest temperature in the fermentation process prior to the time that a pH of 5.3 or less is attained. Processes exceeding 89°F prior to reaching a pH of 5.3 are limited to 1000 degree/hours; processed exceeding 100°F prior to reaching pH 5.3 are limited to 900 degree/hours.

2. Temperature measurements should be taken at the surface of the product. Where this is not possible, fermentation room temperatures should be utilized.
3. Constant Temperature Processes. The time-temperature relationships for constant temperature processes, predicated on fermentation room temperatures, are as follows:

<table>
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<th>Degree/Hours</th>
<th>Temperature (°F)</th>
<th>Allowed Hours</th>
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<td>75</td>
<td>80</td>
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<td>20</td>
</tr>
<tr>
<td>900</td>
<td>110</td>
<td>18</td>
</tr>
</tbody>
</table>

EXAMPLES OF CONSTANT TEMPERATURE PROCESSES

Process A. Constant 80°F temperature for 55 hrs. with pH decline to 5.3
Degrees: 80 - 60 = 20
Hours: 55
Degree/Hours: (20) x (55) = 1100 degree/hours
Process A Passes.

Process B. Constant 90°F temperature for 40 hours with a pH decline to 5.3
Degrees: 90 - 60 = 30
Hours: 40
Degree/Hours: (30) x (40) = 1200 degree/hours
Process B Fails. (Limit: 1000 degree/hours)

4. Variable Temperature Processes. In testing each process, each step-up in the progression is analyzed for the number of degree/hours it contributes, with the highest temperature used in the fermentation process determining the degree/hour limitation as follows:

<table>
<thead>
<tr>
<th>Hours</th>
<th>Temp (°F)</th>
<th>Adjustment</th>
<th>Degrees</th>
<th>Degree/Hours</th>
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<tr>
<td>10</td>
<td>75</td>
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<td>150</td>
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<td>10</td>
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<tr>
<td>16</td>
<td>95</td>
<td>95-60</td>
<td>35</td>
<td>560</td>
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</table>

pH = 5.3
Total = 960
Process C Passes.
Process D.

<table>
<thead>
<tr>
<th>Hours</th>
<th>Temp (°F)</th>
<th>Adjustment</th>
<th>Degrees</th>
<th>Degree/Hours</th>
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<td>10</td>
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<td>10</td>
<td>85</td>
<td>85-60</td>
<td>25</td>
<td>250</td>
</tr>
<tr>
<td>18</td>
<td>98</td>
<td>98-60</td>
<td>38</td>
<td>684</td>
</tr>
</tbody>
</table>

\[ \text{pH} = 5.3 \quad \text{Total} = 1084 \]

Process D Fails because the limit is set at 1000 degree/hours for times and temperatures and it has taken 1084 degree/hours to attain pH 5.3

5. Lots Falling Outside Limitations. Once a processing schedule has been developed which meets these criteria, pH readings from each lot produced must be taken to assure that the product pH continues to develop normally. It is important that all pH readings are recorded before the product surface temperature reached 110 degrees and/or before the degree/hour limitations have been reached. If the pH has not reached 5.3 by the time the limitations are met, samples should be taken from the fermentation room before the temperature is advanced. It is recommended that one sample be obtained from each mixer/batch of product.

IV. Jerky

A. Definitions

1. “Jerky” means a product made from animal flesh that has been cut into long slices or strips and dried.

2. “Formed Jerky” means a product made from animal flesh that has been shredded or ground and molded into its final shape before drying, and may or may not contain extenders.

3. “Extenders” are any materials such as textured soy protein or cereals that are added to the ground or shredded animal flesh and must be properly declared in the labeling of the product.

4. “Marinade” means to soak meat in a sauce to enrich its flavor, to tenderize or enhance its shelf life

5. “Species Name” jerky shall be manufactured solely from the flesh of the named animal species, otherwise “Species Name Flavored” jerky shall be the product label.

B. Processing Methods

1. If the same rooms and equipment are used for preparation and packaging, all process ware and food contact surfaces used for slicing of meat and poultry and placing in drying room or dehydrators shall be cleaned and sanitized before any finished product is packaged.

2. The establishment shall facilitate the inspection and monitoring of the treatment process by providing appropriate time and temperature recording equipment.
3. The establishment shall record the time, temperature and other critical process parameters for each lot of product produced.

4. The establishment shall have on file on site, a description of the current processing method for each product produced. The processing method description shall include a description of:
   a. Handling procedures for meat ingredients including maximum time and temperature exposures during thawing, trimming, curing, slicing, grinding, shredding, marinating, curing, and any other preparation steps or other applicable product factors;
   b. A procedure for identifying a product lot during processing, its lot identification codes, and how the finished product package codes can be identified with a specific production lot. The establishment shall divide production lots into one day time increments or less;
   c. Procedures used to comply with the treatment process;
   d. The drying procedures and methods used to prevent recontamination of the treated product; and
   e. The equipment and procedures used for measuring and recording time and temperature required by the treatment used by the establishment. The measuring devices shall be both readable and accurate within plus or minus 3°F and 1 minute.

5. All product shall be heated so that all parts reach the temperatures specified below within 3 hours or less.
   a. Beef, lamb, and fish products shall be heated to at least 145°F for 15 seconds.
   b. Poultry, pork products, and all other meats shall be heated to at least 165°F for 15 seconds.
AFDO ORGANIZATIONAL INFORMATION
The Vision of AFDO

AFDO is an international leader and trusted resource for building consensus and promoting uniformity on public health and consumer protection issues related to the regulation of foods, drugs, devices, cosmetics and consumer products.

The AFDO Mission

The Association of Food and Drug Officials (AFDO), established in 1896, successfully fosters uniformity in the adoption and enforcement of food, drug, medical devices, cosmetics and product safety laws, rules, and regulations.

AFDO and its six Regional Affiliates provide the mechanism and the forum where regional, national, and international issues are deliberated and resolved uniformly to provide the best public health and consumer protection in the most expeditious and cost effective manner.

AFDO Accomplishes its Mission By:

- Promoting education, communication and cooperation among government, industry and consumers.
- Fostering understanding and cooperation between industry, regulators and consumers.
- Promoting the adoption and uniform enforcement of laws and regulations at all levels of government.
- Providing guidance and training programs for regulatory officials and the regulated industry, to promote nationally and internationally uniform inspections, analyses, interpretations and investigations.
- Identifying and resolving inconsistencies in consumer and public health protection laws, regulations, standards and policies.
- Providing a permanent working committee structure to research current issues, obtain input from interested parties and produce recommendations for action.
- Developing model laws, regulations and guidance documents and seeking their adoption throughout the United States.
- Conducting an Annual Educational Conference, where for over a century, AFDO has provided the opportunity for individuals from government, industry, and the public to participate, listen, and learn valuable information and develop initiatives concerning food, drug, medical device, cosmetic and product safety issues.
What you can access on AFDO’s website:

- 2003 Annual Conference presentations
- 2002-2003 final committee reports
- AFDO Topical Index to Regulatory Guidance
- AFDO position statements
- AFDO resolutions
- State Emergency Assistance Personnel
- Current legislation of interest
- Information on upcoming training from AFDO and other affiliated organizations
- Membership information
  - Membership benefits
  - Membership application
- Online journal
- Committee Chair listing
- Committee charges/recent activities
  - View what AFDO’s committees are working on this year and activities they have accomplished
- Information on Seafood HACCP
  - Including Internet HACCP
  - Medical Device HACCP
- AFDO scholarship application
- Links to AFDO’s Affiliates
- AFDO Publication order form
  - Including various Model Codes, pocket guide for regulators, washing posters, and much more!
AFDO COMMITTEES: WHAT THEY DO

Administration Committee: Reviews the Association’s constitution, by-laws, procedures, and policies; proposed recommended changes, additions, or deletions in an annual report; and identifies potential impacts to the Association.

Alumni Committee: Assists the AFDO Board and the President of AFDO in identifying and implementing meaningful opportunities for alumni to participate in the life and business of AFDO.

Associate Committee: Serves AFDO membership by providing a link between regulatory and industry members. Associates provide input to the President through serving as associate advisors to committees and assist in identifying topics and speakers for the Annual Conference.

Awards Committee: Administers and oversees the awarding of the five AFDO awards and the AFDO Scholarship awards.

Drugs, Devices and Cosmetics Committee: Assists AFDO membership in establishing policies, posture and opinions related to Drug, Device and Cosmetic Safety Issues.

Education and Training Committee: Promotes and strengthens the technical and professional development of the members, which ultimately results in the development and enforcement of uniform food, drug, and consumer protection laws.

Field Committee: Involves food and drug safety professionals at the field level in assisting AFDO to develop policies and identify educational needs that can benefit field level employees.

Food Committee: Assist AFDO membership in establishing policies, postures, and opinions related to food safety issues.

International and Government Relations Committee: Achieves a mutual working relationship between the Association and federal, state, and local governments in accomplishing the goals and objectives of AFDO in relation to consumer protection in the food, drug, and product safety fields.

Laws and Regulations Committee: This Committee is responsible for the continuous review, up-dating, and development of model laws and regulations so that the AFDO goal of uniform food, drug and other consumer protection laws is achieved.

Meat and Poultry Committee: Assist AFDO with the development of policies and positions specific to meat and poultry safety issues. Additionally, the committee provides technical assistance and expertise in the development and delivery of meat and poultry training initiatives, in conjunction with other AFDO Committees.

Media and Public Affairs Committee: Supports the administrative staff in reviewing and developing marketing materials, develops and executes a media plan for conferences with press releases, scheduled interviews, etc., publicizes AFDO, develops recruitment materials to increase membership, develops special programs for new members, works with committees to help develop marketing strategies, and serves as consultants on public affairs issues.

Membership Committee: This committee will work to conserve membership levels and obtain new members. Emphasis is placed on coordinating membership efforts to incorporate affiliate and national initiatives.

Nominating-Elections Committee: Comprised of six regular members, one from each affiliate association, plus a chairperson, is responsible for submitting the name of three regular members, when qualifying candidates are available and willing to serve, as nominees to fill the expiring term of each director elected at large, the office of Vice-President and the Secretary-Treasurer of the Association.

Resolutions Committee: Serves AFDO membership by gathering together proposed resolutions pertinent to current issues and presenting these to the AFDO membership for a vote.

Retail Food Committee: Operates to assist AFDO with food related issues that are specific to the retail environment. This committee assists with the development of retail food related policies and positions, and contributes expertise to the improvement of the uniformity of retail food regulations, policies and procedures. Additionally, the committee has the responsibility for continuing review and update of AFDO’s model Reduced Oxygen Packaging code and communication of recommended modifications to the Laws and Regulations Committee. The committee also serves as a liaison to the Conference for Food Protection providing input to identify and develop proposed changes to the FDA’s retail Food Code.

Science and Technology Committee: Provides the resources to AFDO of laboratory and research scientists and has the following mandates: determines needs of laboratories supporting regulatory function and recommend the means of meeting those needs, provides information to regulatory and enforcement personnel to enhance their knowledge and understanding of the changing and frequently complex scientific nature involved in regulatory work, promotes communications, coordination, and the mutual assistance of federal, state, and local government laboratories and industrial laboratories, and provides consulting and special project services to AFDO and regulatory agencies.

Seafood Committee: This committee focuses on issues related specifically to seafood and assists AFDO with developing seafood related policies and positions and the development and delivery of seafood training programs.
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**SHIPPING AND HANDLING CHARGES**

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</table>

Please charge my MasterCard/Visa

Card No ___________________________ Exp. ___________________________

Signature ____________________________________________________________________

Name ________________________________________________________________________

Agency ______________________________________________________________________

Street Address ________________________________________________________________________

City __________________ State __________ Country __________ Zip Code __________

Phone __________________ FAX __________________ email ___________________________

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### AFDO Regional Affiliate States

<table>
<thead>
<tr>
<th>Organization</th>
<th>States/Provinces</th>
</tr>
</thead>
<tbody>
<tr>
<td>AFDOSS</td>
<td>Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, Texas, Virginia</td>
</tr>
<tr>
<td>CASA</td>
<td>Delaware, District of Columbia, Eastern Ontario Canada, Maryland, New Jersey, New York, Ohio, Pennsylvania, Virginia, West Virginia</td>
</tr>
<tr>
<td>MCA</td>
<td>Arkansas, Iowa, Kansas, Missouri, Nebraska, Oklahoma, Texas</td>
</tr>
<tr>
<td>NCAFDO</td>
<td>Illinois, Indiana, Manitoba &amp; Saskatchewan Canada, Michigan, Minnesota, North Dakota, South Dakota, Wisconsin</td>
</tr>
<tr>
<td>NEFDOA</td>
<td>Connecticut, Maine, Massachusetts, New Hampshire, New York, Quebec &amp; Maritime Province Canada, Rhode Island, Vermont</td>
</tr>
<tr>
<td>WAFDO</td>
<td>Alaska, Alberta &amp; British Columbia Canada, Arizona, California, Colorado, Guam, Hawaii, Idaho, Mexico, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming</td>
</tr>
</tbody>
</table>