MDA Voluntary Poultry and Rabbit Slaughter Certification

Overview of Course

MDA Program Requirements

Deanna Baldwin, Program Manager

Food Quality Assurance

Overview of Course

- Combination of power point presentations, videos, and supplemental materials
  - Self guided
- Summary of requirements to obtain training certificate
  - View all modules
  - Make notes of your questions as you view the presentations
  - Email questions to Deanna.Baldwin@Maryland.gov or call 410-841-5769
  - Complete the open book test required to obtain the Training Certificate
  - Submit the test by email to Deanna.Baldwin@maryland.gov, by fax to 410-841-2750 or regular mail to Maryland Department of Agriculture, FQAP, 50 Harry S. Truman Parkway, Annapolis, MD 21401

Overview of Materials

- Presentations are numbered and supplemental materials have the same number as the presentations
- Agenda
  - All related items are listed with the same number
  - Most presentations are available in both video and power point
- Some are available in both video and power point (pdf format)
  - You do not need power point to view the slides

Overview of Presentations

- 1: Overview of Course and Program Requirements
  - Outlines the key requirements for obtaining certification
- 2: Production Basics
  - Informational
- 3: MDA Regulations/Disease Response/Biosecurity
  - Informational
- 4: MDE Regulations: Waste Water, Carcass and offal disposal, Composting
  - Compliance with MDE waste water, carcass and offal disposal are required to maintain certification

Overview of Presentations

- 5: Overview of USDA Food Safety Inspection Service Regulations and Exemptions; Maryland regulations for selling eggs
  - Informational for those that wish to produce other types of meat and/or sell table eggs
- 6: SSOPs and GMPs for Poultry/Rabbit Processing
  - Key to implementing the program requirements for certification
- 7: HACCP for Poultry/Rabbit Processing
  - Key to implementing the program requirements for certification
- 8: Poultry and Rabbit Health
  - Key to implementing the program requirements for certification

POULTRY AND MEAT – STATE AND LOCAL REGULATIONS

- To be sold in Maryland other than directly to a consumer on the farm must be considered an “Approved Source” by MDH/Local Health
- All slaughter and processing must be conducted under sanitary conditions and the food cannot be adulterated
- Poultry and Rabbits Allowed Sales
  - Slaughter on farm and sold directly to the customer on the farm for their own consumption – Not required to be certified
  - Slaughter and processing at USDA continuous inspection facility
    - No further processing on farm – cut up, grinding, smoking, etc.
  - Slaughter and processing certified by MDA for producers eligible for the FSIS exemption from continuous inspection
    - Only further processing allowed is cut up
    - No grinding, smoking, cooking, etc.
  - Animal taken to USDA inspected Custom Slaughter facility as a service to the customer

MDA POULTRY AND RABBIT CERTIFICATION PROGRAM

- Voluntary Program for Poultry Exempt from Federal Inspection and Exempt Species (Bison, Rabbits) to be Slaughtered and Processed on the Farm
  - INTRASTATE SALES ONLY
  - Can be sold to retailers, restaurants, Farmer's Markets, delivered to purchasers
- Participants in good standing are considered an "Approved Source" by MDH/Local Health Departments
- Requires training, annual application, $75.00 annual fee, inspection by MDA, and compliance with Food Safety Requirements
  - Online Training course qualifies you to apply
  - Application, Fee and Example Labels can be submitted for approval prior to completion of this course to expedite issuance of your certification

FEDERAL POULTRY INSPECTION ACT

- Slaughter and processing of more than 20,000 poultry per year must be conducted under continuous USDA FSIS inspection
- Further processing (grinding, smoking, cooking or any other process that changes the product from a raw agricultural commodity) is subject to additional federal, state and/or local regulations (MDH or Local Environmental Health)

FEDERAL POULTRY INSPECTION ACT
Producer/Grower 1,000 Limit Exemption

- Producer slaughtering less than1,000 of their own production per year are exempt from continuous USDA inspection
  - Can slaughter no more than 1,000 healthy birds
  - Poultry must be slaughtered and sold under sanitary conditions
  - Producer must keep records of slaughter and sales to determine compliance with the exemption
  - Poultry products can be sold intrastate only (Washington D.C. is considered interstate)
  - Cannot engage in buying or selling poultry products other than those produced from poultry raised on his or her own farm

FEDERAL POULTRY INSPECTION ACT
Producer/Grower 20,000 Limit Exemption

- Producers slaughtering less than 20,000 of their own production per year are exempt from continuous USDA inspection
  - Can slaughter no more than 20,000 healthy birds on their own premises
  - Poultry must be slaughtered and sold under sanitary conditions
  - The facility used to slaughter or process the poultry is not used to slaughter or process another person's poultry unless USDA FSIS grants an exemption
  - Producer must keep records of slaughter and sales to determine compliance with the exemption
  - Cannot buy or sell poultry products prepared under another exemption in the same calendar year
  - Shipping containers/consumer containers are labeled with the producer's name, producer's address and the statement "Exempt P.L. 90-492"
  - The producer/grower may sell the poultry products **intrastate only** to other businesses for resale as meat including a distributor, hotel, restaurant, retail store, institution, or small enterprise

FEDERAL POULTRY INSPECTION ACT
Producer/Grower or Other Person Exemption

- Single entity which may be: A poultry grower who slaughters poultry and/or a person who purchases live poultry from a grower and slaughters these poultry
- Slaughters no more than 20,000 healthy poultry in a calendar year
- Intrastate sales only to household consumers, restaurants, hotels and boarding houses for use in their dining rooms (No sales to retailers, distributors, etc.)
- Cannot engage in the business of buying or selling poultry or poultry products prepared under other exemptions in the same calendar year
- Poultry must be slaughtered, processed and sold under sanitary conditions
- Producer must keep records of slaughter and sales to determine compliance with the exemption
- Cannot slaughter or process poultry owned by another person unless granted an exemption by USDA FSIS
- Shipping containers/consumer containers are labeled with the processor's name, processor's address and the statement "Exempt P.L. 90-492"

RABBITS AND BISON

- Not covered by the Federal Meat Inspection Act or the Federal Poultry Inspection Act
- State and local regulations do not consider rabbits or bison as being from an approved source unless they:
  - Are slaughtered or processed under continuous USDA inspection
    - Voluntary USDA inspection
    - Plant must meet all USDA requirements
    - Plant will be charged by the hour for USDA
  - Participate in MDA's voluntary Poultry and Rabbit certification program

MDA CERTIFICATION

- APPLICANTS THAT BECOME CERTIFIED BY MDA WILL QUALIFY AS AN “APPROVED SOURCE” AND CAN SELL THEIR PRODUCT AT FARMER’S MARKETS, TO RESTAURANTS AND RETAILERS IN MARYLAND
  - No other license required from local or state Health Department to sell to restaurants, retailers or deliver to customers
  - Mobile Farmers Market License from State Health Department required to sell at Farmers Market
    - Considered a retail outlet

MDA PROGRAM REQUIREMENTS

- ATTEND INITIAL TRAINING SESSION AND ANY REQUIRED UPDATE TRAINING SESSIONS
- ANNUAL APPLICATION
- ANNUAL FEE OF $75.00
- ANNUAL INSPECTION
- FOLLOW UP INSPECTIONS FOR NON COMPLIANCES
- FAILURE TO MAKE CORRECTIONS CAN RESULT IN REVOCATION OF CERTIFICATION
- STORAGE OF USDA INSPECTED MEAT INCLUDED
  - NOT REQUIRED TO OBTAIN AN ON FARM HOME PROCESSING LICENSE FROM MDH FOR ON FARM STORAGE
- MDA CONDUCTS INSPECTION FOR MDH FOR TRANSPORT UNDER MOBILE FARMERS MARKET LICENSE

MDA PROGRAM REQUIREMENTS

- MUST MEET THE FEDERAL EXEMPTIONS AND COMPLY WITH ANY OTHER REQUIREMENTS OF USDA/FSIS
- **OPERATING WITHOUT MEETING THE FEDERAL EXEMPTIONS IS A VIOLATION OF FEDERAL LAW**
- **YOU CANNOT HAVE YOUR POULTRY/RABBITS SLAUGHTERED BY AN EXEMPT MDA CERTIFIED FACILITY**
- **IF YOU HAVE YOUR POULTRY/RABBITS SLAUGHTERED/PROCESSED BY ANOTHER FACILITY – THAT FACILITY MUST BE UNDER CONTINUOUS USDA INSPECTION**
  - **THE PRODUCT MUST COME BACK TO YOUR FARM LABELED WITH THE USDA PLANT NUMBER OF THE FACILITY UNDER CONTINUOUS USDA INSPECTION**
- **IF YOU ARE CERTIFIED BY MDA, YOU CANNOT SLAUGHTER POULTRY/RABBITS FOR OTHER PRODUCERS**
- **POULTRY SLAUGHTERED AT A CUSTOM EXEMPT OPERATION CANNOT BE RESOLD**

MDA PROGRAM REQUIREMENTS

Maryland Department of Agriculture
Rabbit and Poultry Slaughter/Processing Requirements for FSIS Inspection Exempt Producers

I. FSIS Exemptions/Requirements: Must meet all FSIS inspection exempt requirements: Slaughter less than 20,000 poultry per year of own production and/or rabbits for intrastate sales. Prohibited from selling adulterated product.

II. Attend training as required by MDA.

III. Poultry Health/Biosecurity: No slaughter of sick animals. Animal production living areas must be kept clean and measures in place to minimize rodents. Feed must be kept clean and stored in a way to prevent contamination including from insects and rodents. Withdrawal times for all medications must be followed.

IV. Slaughter/Processing Structures or Locations: Must be in an area protected from potential contamination by insects, wildlife, dirt and filth.

V. Equipment: Equipment that comes in contact with carcasses must be capable of being cleaned and sanitized

VI. Water: Only potable water may contact the carcass. A water sample must be tested annually and meet the drinking water standard (unless municipal source) and a copy of the test results available during inspection. If using a hose, must be food grade.

VII. Lighting: If slaughter/processing done outside at night or in an enclosure, must have adequate lighting.

VIII. Toilet and Hand washing Facilities: Separate toilet and hand washing facilities are not required but anyone involved in the slaughter and processing must have access to toilet and hand washing facilities.

IX. Temperatures: Thermometers must be calibrated and the dates of calibration recorded in a cooling log. The animals must be chilled to 40°F within 4 hours of slaughter if less than 4 pounds, 6 hours of slaughter from 4 to 8 pounds and 8 hours if more than 8 pounds and a record kept of monitoring. After chilling, the poultry/rabbit meat must be stored in a cooler at 40°F or less.

X. Personnel: No smoking, eating or drinking while slaughtering, preparing or handling the poultry or rabbits. No one with a communicable disease, open sores or infected cuts on their hands or has diarrhea or is vomiting can work in the slaughter/processing area. Clothing must be clean at the start of the process and must be changed if it becomes soiled and inappropriate for other tasks in the slaughter process.

XI. Written Good Manufacturing Practices (GMP's), Standard Sanitary Operating Procedures: (SSOP's) and Hazard Analysis and Critical Control Point (HACCP) requirements
Written GMP's, SSOP's and HACCP plan must be maintained and any changes to the plan documented.

XII. Compounds: All non food compounds used must meet the USDA requirements for the intended use. Proof of compliance with the USDA requirements must be maintained. Labeling on compounds must be maintained.

XIII. Packaging/Labeling/Weights: New plastic food grade bags, paper sacks or butcher paper labeled with name and address of producer, identity of product, Maryland issued number, net weight, "Exempt PL- 90-492", date of slaughter and safe handling instructions.

XIV. **Offal and Waste Water disposal: Disposal methods must not contaminate or attract insects or rodents to the slaughter/processing area. Must meet MDE waste water regulations – Approved Land application exempt, approved discharge permit, approved septic system, waste water/offal composted acceptable method of taking off the farm.**

XV. Recordkeeping: Poultry/rabbit slaughter dates with number of poultry/rabbits slaughtered each date. Number of sick animals segregated from healthy animals. Invoices required if selling to retailers or restaurants and/or sales records if selling directly to consumers.

XVI. Fees and renewals: Participants must submit an application and a $75.00 fee annually.

MDA PROGRAM REQUIREMENTS

- SSOP'S, GMP'S AND HACCP - WRITTEN PROGRAM REQUIRED
  - Keep your SSOP's, GMP's and HACCP program simple, doable and related to food safety
  - Make sure they address the requirements for certification
  - Most requirements will be addressed by your SSOP's and GMP's
  - Critical control points in a HACCP plan are usually only:
  - Chilling to required temperatures within the times specified for weight of the poultry/rabbit
  - Maintaining cooler storage temperatures at 40°F if fresh, 0°F if frozen
  - Refer to SSOPs and GMPs and HACCP for Poultry/Rabbit Processing Presentations and Supplemental Materials

SSOP's, GMP's and HACCP Plan

- MDA INSPECTOR WILL VERIFY THAT YOU ARE FOLLOWING YOUR PLAN
- SSOP'S - MUST COVER CLEANING OF EQUIPMENT AND SURFACES CONTACTING THE CARCASSES
- GMP's - MUST COVER MAINTENANCE OF GROUNDS AND FACILITY TO PREVENT RODENT OR INSECT INFESTATIONS
- GMP'S – MUST COVER WORKER HEALTH AND HYGIENE
- DOES NOT HAVE TO BE COMPLICATED – WRITE DOWN WHAT YOU DO
- MAINTAIN MONITORING RECORDS

MDA PROGRAM REQUIREMENTS

- TEMPERATURES
  - CHILLED TO 40°F
    - Under 4 pounds - WITHIN 4 HOURS OF SLAUGHTER
    - 4 to 8 pounds – WITHIN 6 HOURS OF SLAUGHTER
    - Over 8 pounds – WITHIN 8 HOURS of SLAUGHTER
  - STORED AT 40°F IF FRESH, 0°F IF FROZEN
  - Refer to SSOPs and GMPs and HACCP for Poultry/Rabbit Processing Presentations and Supplemental Materials

MDA REQUIRED RECORDS

- TEMPERATURE CONTROL LOG
  - MONITOR POULTRY CHILLING AFTER SLAUGHTER
  - STORAGE LOG – TEMPERATURE OF COOLER RECORDED AT LEAST TWICE A DAY
  - THERMOMETER CALIBRATION

MDA PROGRAM REQUIREMENTS

- PERSONNEL
  - BASIC REQUIREMENTS TO PREVENT PRODUCT CONTAMINATION
    - WORKERS MUST NOT BE SICK OR HAVE OPEN WOUNDS
    - HANDWASHING AND TOILET FACILITIES
      - Toilet facilities can be in your house as long as it is convenient for use
      - Handwashing must be available close to slaughter and processing site
      - Hands must be washed between tasks
    - CLEAN CLOTHING
      - Change between Tasks
    - Refer to SSOPs and GMPs for Poultry/Rabbit Processing Presentations and Supplemental Materials

MDA PROGRAM REQUIREMENTS

- WATER used in contact with food or food contact surfaces
  - POTABLE – SAFE for DRINKING
    - Total Coliform
    - Turbidity
    - Nitrates
- LIGHTING
  - MUST BE ADEQUATE – able to observe disease symptoms and contamination of carcasses
- Refer to Refer to SSOPs and GMPs and HACCP for Poultry/Rabbit Processing and Poultry and Rabbit Health Presentations and Supplemental Materials

MDA REQUIRED RECORDS

- ANNUAL WATER TEST REQUIRED
- REQUIRED TO BE AVAILABLE AT INSPECTION
  - UNLESS MUNICIPAL SUPPLY
    - OBTAIN A WATER REPORT FROM THE SUPPLIER
  - DRINKING WATER STANDARD - POTABLE
    - Total Coliform
    - Turbidity
    - Nitrates

MDA PROGRAM REQUIREMENTS

- POULTRY HEALTH/BIOSECURITY
  - NO SLAUGHTER OF SICK ANIMALS
  - SEGREGATE SICK ANIMALS
- Refer to Poultry and Rabbit Health presentation

MDA REQUIRED RECORDS

- RECORD OF SLAUGHTER DATES AND NUMBER OF ANIMALS SLAUGHTERED BY TYPE
  - EXAMPLE – 5/20/20 30 Turkeys Slaughtered
- RECORD OF NUMBER OF SICK ANIMALS SEGREGATED FROM HEALTHY ANIMALS
  - EXAMPLE – 5/20/20 2 sick chickens segregated from flock
  - EXAMPLE – 5/30/20 2 sick chickens euthanized
- KEEPING RECORDS ON A CALENDAR IS ACCEPTABLE

MDA PROGRAM REQUIREMENTS

- SLAUGHTER/PROCESSING LOCATION
  - ENCLOSED AREA NOT REQUIRED
  - OUTDOOR SLAUGHTER ALLOWED
  - MUST BE PROTECTED FROM POTENTIAL CONTAMINATION
    - CONSIDER BIRDS OVERHEAD
    - MAINTENANCE OF GROUNDS TO PREVENT PESTS
- Refer to Refer to Refer to SSOPs and GMPs and HACCP for Poultry/Rabbit Processing

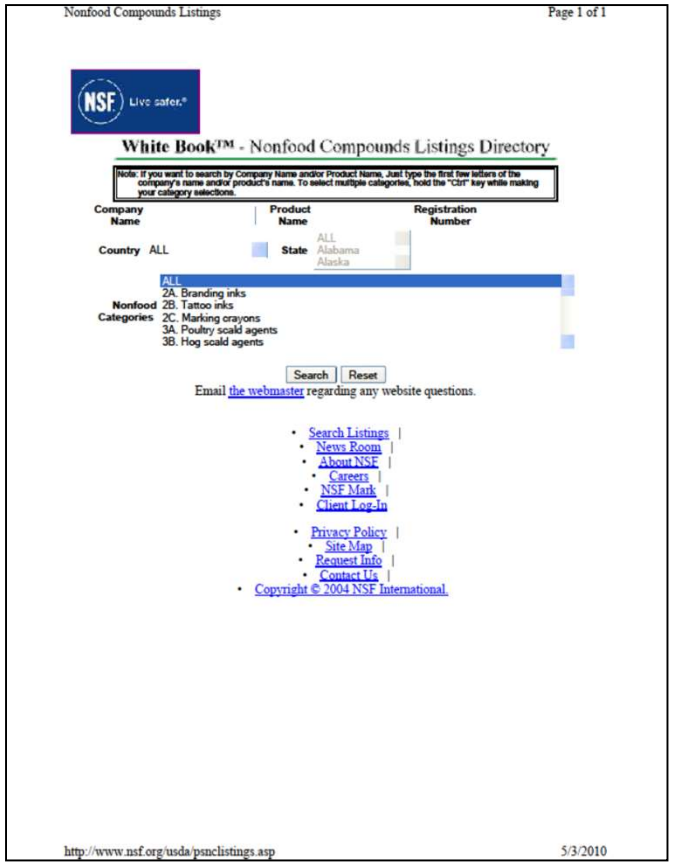
MDA PROGRAM REQUIREMENTS

- EQUIPMENT THAT CONTACTS CARCASSES CAPABLE OF BEING SANITIZED
- COMPOUNDS (Detergents, sanitizers,etc.)
  - FOOD GRADE IF IN CONTACT WITH CARCASS
    - Common Bleach sold in grocery store is not usually approved for contact with food
  - APPROVED FOR USE ON FOOD CONTACT SURFACES
  - ONLY FOR APPROVED USE
  - LETTER OF GUARANTEE OR NSF APPROVAL
    - Commonly accepted compounds do not need a letter of guarantee
      - Example – household dish detergent is commonly accepted as approved for use on food contact surfaces
- Refer to Refer to Refer to SSOPs and GMPs and HACCP for Poultry/Rabbit Processing

MDA REQUIRED RECORDS

For Sanitizers, Detergents, Other products that could contact food or slaughter/processing equipment:

1. NON FOOD COMPOUNDS LETTER OF GUARANTEE PRINT FROM LISTING by NSF
http://www.nsf.org/usda/psnclistings.asp
OR
2. Labeled for intended use
   Example: Dish Detergent is labeled to clean equipment that will touch food


Nonfood Compounds Listings Page 1 of 1

NSF Live safer.®

White Book™ - Nonfood Compounds Listings Directory

Note: If you want to search by Company Name and/or Product Name, just type the first few letters of the company's name and/or product's name. To select multiple categories, hold the "Ctrl" key while making your category selections.

Company Name | Product Name | Registration Number

Country ALL | State ALL, Alabama, Alaska

Nonfood Categories: ALL, 2A. Branding inks, 2B. Tattoo inks, 2C. Marking crayons, 3A. Poultry scald agents, 3B. Hog scald agents

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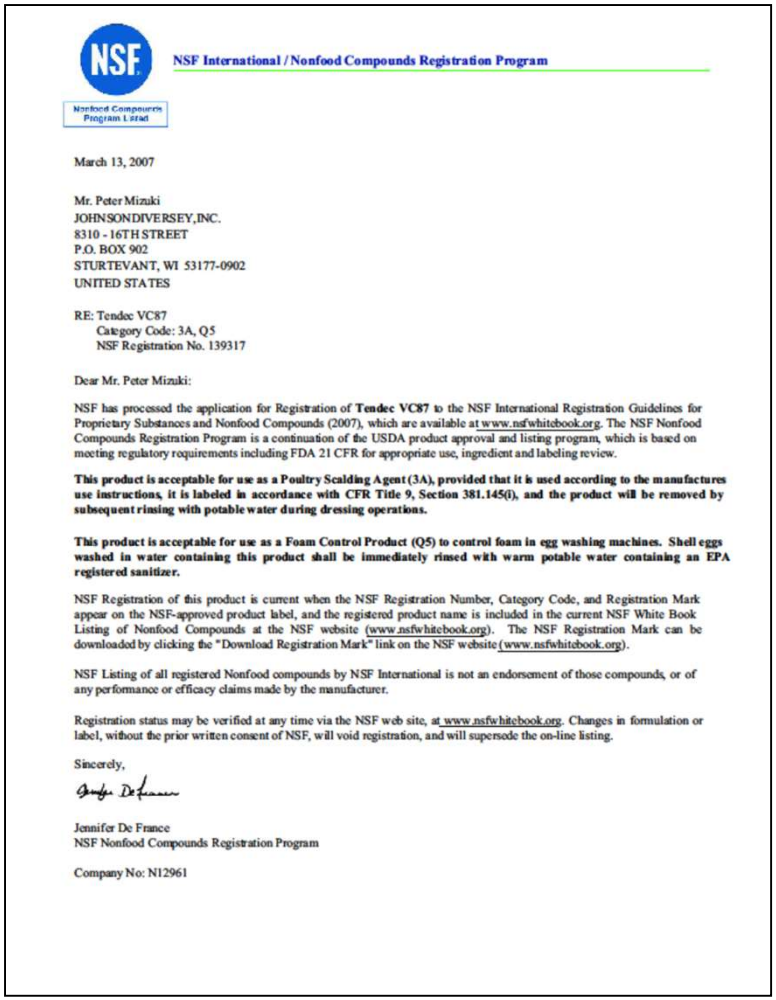
http://www.nsf.org/usda/psnclistings.asp 5/3/2010

MDA REQUIRED RECORDS



NSF International / Nonfood Compounds Registration Program

Nonfood Compounds Program Listed

March 13, 2007

Mr. Peter Mizuki
JOHNSONDIVERSEY,INC.
8310 - 16TH STREET
P.O. BOX 902
STURTEVANT, WI 53177-0902
UNITED STATES

RE: Tendec VC87
Category Code: 3A, Q5
NSF Registration No. 139317

Dear Mr. Peter Mizuki:

NSF has processed the application for Registration of **Tendec VC87** to the NSF International Registration Guidelines for Proprietary Substances and Nonfood Compounds (2007), which are available at www.nsfwhitebook.org. The NSF Nonfood Compounds Registration Program is a continuation of the USDA product approval and listing program, which is based on meeting regulatory requirements including FDA 21 CFR for appropriate use, ingredient and labeling review.

This product is acceptable for use as a Poultry Scalding Agent (3A), provided that it is used according to the manufactures use instructions, it is labeled in accordance with CFR Title 9, Section 381.145(i), and the product will be removed by subsequent rinsing with potable water during dressing operations.

This product is acceptable for use as a Foam Control Product (Q5) to control foam in egg washing machines. Shell eggs washed in water containing this product shall be immediately rinsed with warm potable water containing an EPA registered sanitizer.

NSF Registration of this product is current when the NSF Registration Number, Category Code, and Registration Mark appear on the NSF-approved product label, and the registered product name is included in the current NSF White Book Listing of Nonfood Compounds at the NSF website (www.nsfwhitebook.org). The NSF Registration Mark can be downloaded by clicking the "Download Registration Mark" link on the NSF website (www.nsfwhitebook.org).

NSF Listing of all registered Nonfood compounds by NSF International is not an endorsement of those compounds, or of any performance or efficacy claims made by the manufacturer.

Registration status may be verified at any time via the NSF web site, at www.nsfwhitebook.org. Changes in formulation or label, without the prior written consent of NSF, will void registration, and will supersede the on-line listing.

Sincerely,

Jennifer De France
NSF Nonfood Compounds Registration Program

Company No: N12961

MDA PROGRAM REQUIREMENTS

- PACKAGING
  - New, food grade
  - Covered during storage to prevent contamination

MDA PROGRAM REQUIREMENTS

- LABELING
- WEIGHTS

LABELING

- Label Must be approved by MDA
  - Name and address
  - MDA issued number
  - Exempt PL-90-492
  - Net Weight
  - Safe Handling Instructions
  - Date of Slaughter
  - Identity of product (fresh whole chicken, frozen whole turkey, fresh chicken breasts, etc.)
  - Claims – Organic, Vegetarian Diet, No Antibiotics, etc.
    - Compliance must be documented
    - No added Hormones
      - Must be followed by “Federal regulations prohibit the use of hormones in poultry”

WEIGHT

- Packaged goods
  - Does not require a legal for trade scale
  - Actual product after tare deducted must contain at least the labeled weight
- Non packaged goods
  - Requires a legal for trade scale registered with MDA's Weights and Measures
  - Contact Weights and Measures at 410-841-5790 for guidance on the type of scale

WEIGHT

- Standard weight
  - Does not require a unit price
  - All product must meet or exceed the stated declaration weight
  - Tare cannot be included
  - Example: 10 chickens weigh between 3 and 4 pounds. All can be labeled as 3 pounds without including a unit price.

WEIGHT

- Random weight
  - Must include a unit price and a total sale amount
  - Example: 5 chickens are labeled as 3.3 lbs, 3.5 lbs, 4 lbs, 3.8 lbs, 3.7 lbs. Must include the price per lb and the total sale amount (3.3 lbs @ $2.00 per pound, Total $6.60
  - Tare cannot be included.

LABELING

Fresh Whole Chicken

MDA Poultry Farm

50 Harry S. Truman Pkwy

Annapolis, MD 21401

MD 543

Slaughtered 4/30/2018

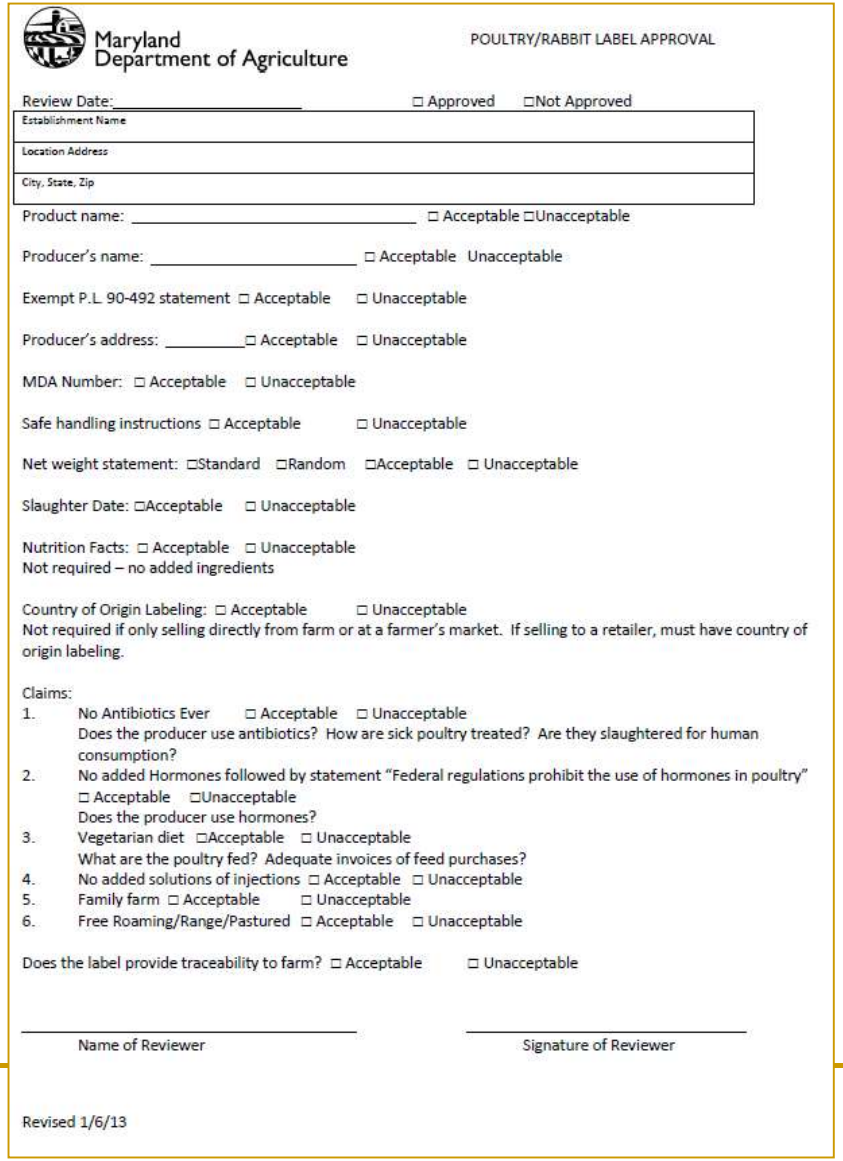
Exempt PL-90-492

Net Weight: 3.5 lbs

$2.50 PER LB TOTAL $8.75

Safe Handling Instructions: Keep refrigerated or frozen. Keep raw poultry separate from other foods. Wash working surfaces (including cutting boards), utensils and hands after touching raw poultry. Cook thoroughly. Keep hot food hot. Refrigerate leftovers immediately or discard.

LABELING



Maryland Department of Agriculture

POULTRY/RABBIT LABEL APPROVAL

Review Date:_____ ☐ Approved ☐Not Approved

Establishment Name
Location Address
City, State, Zip

Product name: _____ ☐ Acceptable ☐Unacceptable

Producer's name: _____ ☐ Acceptable Unacceptable

Exempt P.L 90-492 statement ☐ Acceptable ☐ Unacceptable

Producer's address: _____☐ Acceptable ☐ Unacceptable

MDA Number: ☐ Acceptable ☐ Unacceptable

Safe handling instructions ☐ Acceptable ☐ Unacceptable

Net weight statement: ☐Standard ☐Random ☐Acceptable ☐ Unacceptable

Slaughter Date: ☐Acceptable ☐ Unacceptable

Nutrition Facts: ☐ Acceptable ☐ Unacceptable
Not required – no added ingredients

Country of Origin Labeling: ☐ Acceptable ☐ Unacceptable
Not required if only selling directly from farm or at a farmer's market. If selling to a retailer, must have country of origin labeling.

Claims:

1. No Antibiotics Ever ☐ Acceptable ☐ Unacceptable
   Does the producer use antibiotics? How are sick poultry treated? Are they slaughtered for human consumption?
2. No added Hormones followed by statement "Federal regulations prohibit the use of hormones in poultry" ☐ Acceptable ☐Unacceptable
   Does the producer use hormones?
3. Vegetarian diet ☐Acceptable ☐ Unacceptable
   What are the poultry fed? Adequate invoices of feed purchases?
4. No added solutions of injections ☐ Acceptable ☐ Unacceptable
5. Family farm ☐ Acceptable ☐ Unacceptable
6. Free Roaming/Range/Pastured ☐ Acceptable ☐ Unacceptable

Does the label provide traceability to farm? ☐ Acceptable ☐ Unacceptable

_____ Name of Reviewer

_____ Signature of Reviewer

Revised 1/6/13

MDA REQUIRED RECORDS

- INVOICES
  - REQUIRED IF SELLING TO A RETAILER OR RESTAURANT
  - YOUR NAME AND ADDRESS
  - BUYER'S NAME AND ADDRESS
  - DATE OF DELIVERY
  - IDENTITY OF PRODUCT
  - QUANTITY
    - Unit weight and total weight

INVOICE EXAMPLE

EXAMPLE INVOICE

Date: 5/20/2020

Sold to:
Fresh Restaurant
123 Road
Anywhere, MD 21401

MDA Poultry
50 Harry S. Truman Parkway
Annapolis, MD 21401

1 - 40 pound box of 10 Fresh chickens: total weight 40 pounds
2 –2 30 pound Frozen turkeys: total weight 60 pounds

INSPECTION REPORT

Complete inspection in supplemental materials

Maryland Department of Agriculture

Food Quality Assurance Program
50 Harry S. Truman Parkway
Annapolis, MD 21401
410-841-5769 Fax 410-841-2750

Poultry & Rabbit Slaughter Facilities Inspection Report
FSIS Exempt Facilities

Facility Name: MDA Number: Location Address: City, State, Zip:			
1. Does the facility meet FSIS exemption requirements?	Yes		No
2. Does the facility have written GMPs, SSOPs and a HACCP plan that meets the requirements of the program?	Yes		No
a. Are the SSOPs and HACCP plan being followed during slaughter, processing and packaging?	Yes		No
b. Is equipment that comes in contact with carcasses capable of being cleaned and sanitized?	Yes		No
c. Are all non-food compounds in compliance with USDA requirements for intended use?	Yes		No
i. Does the facility have letters of guarantee, the NSF listing or a label that indicates it is approved for the intended use *(eg. Dawn dish detergent can be used to wash food contact equipment) for all compounds being used to clean equipment or come in contact with the carcasses?*	Yes		No
ii. If compounds are placed in containers other than the original labeled container, are they properly labeled?	Yes	No	N/A
iii. List compounds used to clean equipment or that come in contact with carcasses:			
d. Are all pesticides used in a manner to prevent contamination of carcasses?	Yes	No	N/A
e. Do the GMPs provide for adequate maintenance of the grounds and facility to prevent rodent, insect or other pest infestations?	Yes		No
3. Does the facility slaughter sick animals?	Yes		No
4. Does the facility have a procedure in place to segregate sick animals?	Yes		No
5. Is slaughter, cut up and/or other processing conducted in an area protected from potential contamination by insects, wildlife, dirt and filth?	Yes		No

HEALTH DEPARTMENT REQUIREMENTS

- STORAGE OF FSIS INSPECTED MEAT AND POULTRY PRODUCTS
  - ON FARM HOME PROCESSING LICENSE FROM STATE HEALTH UNLESS ALSO IN MDA PROGRAM
- RABBITS/POULTRY SLAUGHTERED AND PROCESSED UNDER THE MDA PROGRAM AND DELIVERED TO RESTAURANTS AND RETAILERS IN MARYLAND
  - NO STATE OR LOCAL HEALTH DEPARTMENT LICENSE REQUIRED
- MEAT AND POULTRY SLAUGHTERED UNDER FSIS INSPECTION OR MDA PROGRAM AND SOLD AT A FARMERS MARKET
  - MOBILE FARMERS MARKET LICENSE FROM STATE HEALTH

SUMMARY OF LICENSES/REGISTRATIONS

- **USDA Food Safety Inspection Service Continuous Inspection**
  - Required for slaughter and processing of over 20,000 poultry per year of own production and for slaughter and processing of other Producers poultry. Required for interstate sales of poultry and rabbits. Additional licenses from MDH may be required.

SUMMARY OF LICENSES/REGISTRATIONS

- **MDA Poultry/Rabbit Slaughter Certification**
  - Required if slaughtering less than 20,000 poultry per year of own production or rabbits and sell anywhere in MD other than directly to consumer on the farm. No additional license required to sell to restaurants or other retailers. Covers storage of meat slaughtered in a USDA inspected facility – no On Farm Home Processing License required. Producer Mobile Farmer's Market license required to sell at farmer's markets. $75.00 annual fee. Issued by MDA. http://mda.maryland.gov/feed-food_safety-grading/food_qual_assur/poultry_rabbit/index.php or 410-841-5769.

SUMMARY OF LICENSES/REGISTRATIONS

- Poultry Premise Registration
  - All poultry premises must be registered with MDA's Animal Health Section. Registration is not required if five (5) or less birds are housed for less than 120 days in a 12 month period. Exempt premises may not have other poultry on the property. A poultry premise that is registered with MDA Food Quality Assurance through either the egg law program or the voluntary certification of poultry slaughter is automatically registered in the mandatory poultry premise registration and is not required to submit a separate application. No fee required. Issued by MDA. http://www.mda.state.md.us/pdf/poultry_registration.pdf or 410-841-5810

SUMMARY OF LICENSES/REGISTRATIONS

- **On Farm Home Processing License**
  - Required for a poultry or rabbit producer with less than $40,000 in sales that takes their poultry/rabbits to a USDA Food Safety Inspection Service inspected plant where it is slaughtered, labeled and has the USDA inspection legend and returns the poultry to the farm to store. Not required for storage of any poultry or meat if in MDA Poultry/Rabbit Certification Program. $30.00 annual fee. Issued by MDH. https://phpa.health.maryland.gov/OEHFP/OFPCHS/Pages/plan-review.aspx or 410-767-8400

SUMMARY OF LICENSES/REGISTRATIONS

- **USDA Inspected Custom Slaughter**
  - Poultry for personal use only can be slaughtered in a custom exempt facility not under continuous USDA inspection. A producer can sell a live chicken to a customer for their own use and slaughter as a custom exempt facility or have it slaughtered at a custom exempt facility for the customer's convenience. No resale of product allowed.

SUMMARY OF LICENSES/REGISTRATIONS

- No License or Certification Required
  - 20,000 or less poultry of own production or rabbits slaughtered on farm and sold directly to consumers on the farm
  - Custom Slaughter Exempt
    - Slaughter poultry or livestock with individual customer present for that customer's personal use

SUMMARY OF LICENSES/REGISTRATIONS

- **Producer Mobile Farmer's Market License**
  - Required to sell poultry or rabbit at a farmer's market. One license allows sales at any farmer's market located in MD. $100.00 annual fee. Issued by MDH. https://phpa.health.maryland.gov/OEHFP/OFPCHS/Pages/plan-review.aspx or 410-767-8400

QUESTIONS??

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