



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



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



Food Safety and
Inspection Service

FSIS

- **Any facility that produces meat or poultry product intended for use as human food that is prepared as an article of commerce is *required* to be inspected.**
- **The FSIS inspector will verify that your facility is operated and maintained in a manner sufficient to prevent the creation of insanitary conditions and to ensure that product is not adulterated.**



Food Safety and
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Step 1

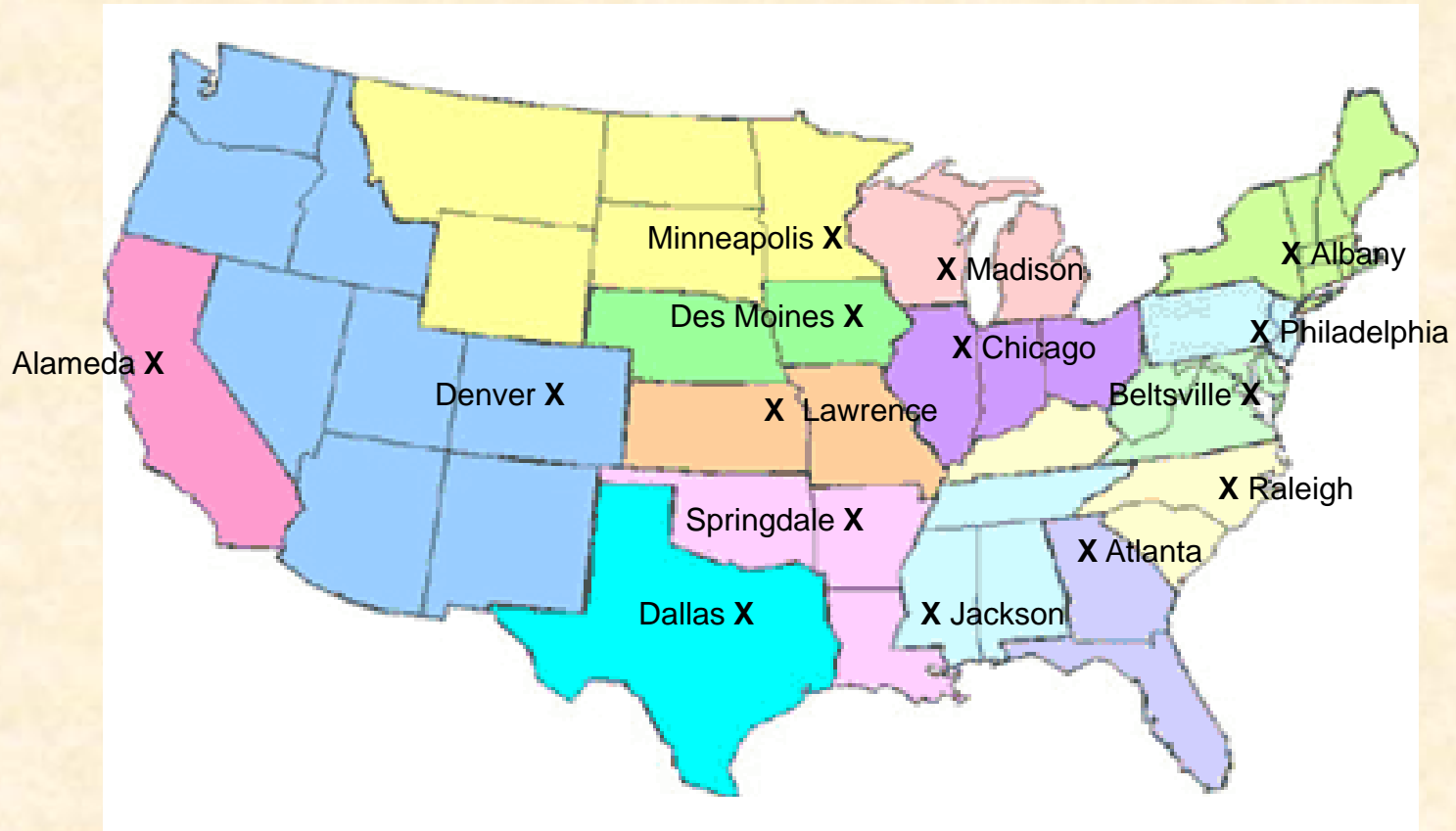
Complete and File Application

- At your request, the FSIS District Office for your area will provide an information packet that contains an application and filing instructions
- District Office contact information is available on the FSIS website at www.fsis.usda.gov.



**Food Safety and
Inspection Service**

15 District Offices





Food Safety and Inspection Service

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

Collection of this information is voluntary. It is needed before Federal inspection of meat and poultry is granted. It is used by FSIS to determine whether the applicant should be issued a grant of inspection. (3 CFR 384.1 and 3 CFR 381.10) FORM APPROVED OMB 0583-0082

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

APPLICATION FOR FEDERAL MEAT, POULTRY, OR IMPORT INSPECTION

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

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

1. DATE OF APPLICATION: 08/22/2006
 2. TYPE OF APPLICATION: NEW CHANGE OF OWNER CHANGE OF LOCATION OTHER (Specify):
 3. TYPE OF INSPECTION REQUIRED: MEAT IMPORT POULTRY
 4. EXEMPTED ACTIVITIES (Specify): CS, CP, RE
 5. FORM OF ORGANIZATION: INDIVIDUAL COOPERATIVE ASSOCIATION PARTNERSHIP CORPORATION OTHER (Specify):
 6. NAME OF APPLICANT (Company Name) and MAILING ADDRESS (Include Zip Code): U.S. Foods, Inc., 1234 Main Street, Des Moines, IA 50312
 7. DATE INCORPORATED (Month and Year): 06/01/2005
 8. IF CORPORATION, NAME OF STATE WHERE INCORPORATED: Iowa
 9. FEDERAL EMPLOYER IDENTIFICATION NO. (As assigned by Internal Revenue Service): 12-34567890
 10. AREA CODE TELEPHONE NUMBER: (515) 111-2222
 11. AREA CODE TELEPHONE NUMBER: (641) 888-4321
 12. LOCATION OF PLANT AND MAILING ADDRESS IF DIFFERENT FROM ITEM 6 (Include Zip Code): 9876 Oak Avenue, Newton, IA 50332
 13. MAIL: P.O. Box 444, Newton, IA 50332
 14. ATTACH A DESCRIPTION OF THE LIMITS OF THE ESTABLISHMENT PREMISES THAT IS REQUESTED FOR FEDERAL INSPECTION (e.g., Diagram, written narrative, or schematic):
 15. NAME AND ESTABLISHMENT NUMBER OF OTHER ESTABLISHMENTS LOCATED IN THE SAME FACILITY: None
 16. OTHER NAMES OF AND UNDER WHICH BUSINESS WILL BE CONDUCTED: American Pride Meats, American Pride Poultry
 17. DAYS PER YEAR PLANT WILL OPERATE: 100 (NON-EXEMPT), 250 (EXEMPT)
 18. HOURS PER YEAR PLANT WILL OPERATE: 10 (EXEMPT), 2 (NON-EXEMPT)
 19. HOURS PER DAY PLANT WILL OPERATE: 2 (EXEMPT), 8 (NON-EXEMPT)
 20. MONTH AND YEAR WHEN PLANT WILL BE READY TO OPERATE UNDER INSPECTION PROGRAM: 09/01/2006 (EXEMPT), 09/01/2006 (NON-EXEMPT)

SECTION II (To be completed for Domestic Inspection Activities)

21. ANIMALS TO BE SLAUGHTERED WHEN INSPECTION IS INAUGURATED:
 CATTLE SHEEP GOATS SWINE EQUINES
 YOUNG CHICKENS MATURE CHICKENS TURKEYS BEES DUCKS GUINEAS
 22. FRESH MEAT OR READY TO COOK MEAT WILL BE DISPOSED OF IN COMMERCE?:
 BEEF VEAL LAMB OR MUTTON GOAT MEAT PORK EQUINE MEAT
 YOUNG CHICKENS MATURE CHICKENS TURKEYS GOOSE DUCK GUINEA
 23. PREPARED OR PROCESSED WHILE INSPECTION IS INAUGURATED:
 TYPE OF PRODUCT: MEAT POULTRY BOTH
 a. BREAKING/CUTTING (sausages, pork cuts, whole poultry, poultry parts etc.)
 b. CANNING (hot/cold, pickled, cans, poultry, plant)
 c. DRYING (pork cuts, beef cuts, sausages, dehydrated products)
 d. MECHANICAL DEBONING (mechanical deboning poultry)
 e. CONVENIENCE ITEMS (meats, steaks, ribs, etc.)
 f. SLICING (bacon, American meats, sausage etc.)
 g. FAT/SOILS (lard, tallow, shortening, margarine etc.)
 h. CURING (pork cuts, beef cuts, turkey, ham etc.)
 i. FORMULATING (headlards, sausages, bones, poultry ribs, pork ribs etc.)
 j. COOKING/SMOKING (pork cuts, beef cuts, sausage, bones etc.)
 k. OTHER (Specify):

FSIS FORM 5200-2 (7/97) REPLACES FSIS FORM 5200-2 (5/88), WHICH IS OBSOLETE. Developed as Amendment 40000

FSIS FORM 5200-2 (REVERSE)

SECTION III (To be completed for Import Inspection Activities)

21. IMPORT INSPECTION ACTIVITIES

a. CARCASSES: BEEF VEAL SWINE SHEEP GOATS EQUINE VENISON OTHER (Specify):
 b. FRESH: CUTS BONELESS MFG MEAT
 c. COOKED BEEF: RESTRICTED UNRESTRICTED
 d. FROZEN MFG. MEATS: CUTS BONELESS MFG MEAT
 e. CONTAINERS: PERISHABLE SHELF STABLE
 f. PROCESSED PRODUCTS: FRESH/FROZEN HEATED DNE/SEMIDRIED
 g. POULTRY (Whole Carcass): RAW COOKED OTHER POULTRY (Specify):

SECTION IV (To be completed for Import and Domestic Inspection Activities)

22. List all persons responsible connected with the applicant. Include all owners, partners, officers, directors, holders or owners of 10 per centum or more of voting stock, and employees in a managerial or executive capacity in the business. Notify the District Manager of any changes in the listing given.

NAME	SOCIAL SECURITY NO.	DATE OF BIRTH	PLACE OF BIRTH (City and State)	PRESENT HOME ADDRESS (Street, City, State, Zip Code)	HOLDER OF 10% OR MORE VOTING STOCK, If Corp.
Mark Stezill President	321-99-8877	12/12/1965	Riverside, CA	100 North State Street Minneapolis, MN 55444	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
James Morgan Vice-President	453-55-2233	09/01/1970	St. Joseph, MO	30022 Maple Court St. Paul, MN 55322	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Paul Steinwick Treasurer	867-45-6341	02/22/1968	New York, NY	3048 Sunset Drive New York, NY 10023	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Richard Vickers Plant Manager	987-65-4321	05/29/1963	Albion, IA	903 1st Street Newton, IA 50331	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

23. Enter the name of each person listed under item 22 who has been convicted in any Federal or State court of any felony... List each conviction against the applicant (person, firm or corporation) in any Federal or State court of more than one year... If more than a felony, based upon the acquiring, handling, or distributing of unwholesome, mislabeled, or deceptively packaged food or other food in connection with transactions in food. Include the nature of the crime, the date of conviction and the court in which convicted. If none write None.

24. List each conviction against the applicant (person, firm or corporation) in any Federal or State court of more than one year... If more than a felony, based upon the acquiring, handling, or distributing of unwholesome, mislabeled, or deceptively packaged food or other food in connection with transactions in food. Include the nature of the crime, the date of conviction and the court in which convicted. If none write None.

25. SANITATION STANDARD OPERATING PROCEDURES HAVE BEEN DEVELOPED FOR THE ESTABLISHMENT IN ACCORDANCE WITH THE REGULATIONS (Check) YES NO

26. APPLICANT HAS BEEN PROVIDED A COPY OF THE SANITARY NOTICE (Check) YES NO

AGREEMENT AND CERTIFICATION: If inspection is granted under this application, I/we expressly agree to conform strictly to the Federal Meat Inspection Act (21 U.S.C. 601 et seq.), the Regulations Governing the Meat Inspection of the United States Department of Agriculture (9 CFR Part 301 et seq.), and the Poultry Products Inspection Act (21 U.S.C. 451 et seq.) and the Poultry Products Inspection Regulations (9 CFR 381 et seq.) or both (CERTIFY that all statements made herein are true to the best of my knowledge and belief).
 WARNING: Persons willfully making false, fictitious, or fraudulent statements or entries are subject to \$10,000 fine or imprisoned not more than five years or both as prescribed by Title 18 U.S. Code 1001.

This is an Equal Opportunity Program. If you believe you have been discriminated against because of race, color, religion, sex, national origin, age or handicap, write immediately to the Secretary of Agriculture or the Administrator, FSIS, Washington, D.C. 20258.

27. TYPED NAME OF PERSON SIGNING APPLICATION: Paul Steinwick
 SIGNATURE AND TITLE OF OWNER, PARTNER, OR AUTHORIZED OFFICER MAKING THIS APPLICATION: Paul Steinwick, Treasurer
 28. OFFICIAL NUMBER ASSIGNED/RESERVED: _____
 29. IS THIS PLANT PRESENTLY UNDER STATE INSPECTION (Completed by District Office)? YES NO

TO BE COMPLETED BY USDA

32. DATE RECEIVED: _____ 33. DATE REVIEWED: _____ 34. THIS PLANT TO BE UNDER FSIS/AG-IRK ACT? YES NO

35. SIGNATURE OF DISTRICT MANAGER: _____ 36. DATE: _____



Facilities Must Meet Regulatory Performance Standards

- 9 CFR Part 416.1-416.6
- A representative from the District Office, often the Frontline Supervisor, will visit your unit to review and verify these requirements before Federal inspection will be granted.



Obtain Approved Labels

- Once your application has been filed, your facility will be assigned an official establishment number.
- This number is used to identify all FSIS inspected and passed products prepared at your facility, including all carcasses from slaughtered livestock and all packaged products.
- All labeling material must be federally approved and on-hand before inspection will be granted.



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**Obtain Approved Labels
and/or Brands**

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





Obtain Approved Water Source Letter

- The document should identify your water source, state that source is approved, and that water is potable and meets tests prescribed by the Environmental Protection Agency in its “Drinking Water Standards.”



**Food Safety and
Inspection Service**

Sample Water Letter

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

Dear Sir:

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

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

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



Obtain an Approved Sewage System Letter

- The letter should state that your facility's waste removal system is acceptable as determined by State or local health authorities.



**Food Safety and
Inspection Service**

Sample Sewer Letter

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

Dear Sir:

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

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



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

- 9 CFR 416.11-416.17
- Your facility must be maintained in a manner that does not result in product adulteration or the creation of insanitary conditions.
- The written procedures must be developed specific to your operation.



Provide a Written Hazard Analysis and HACCP Plan

- 9 CFR Part 417
- A written HACCP plan should be developed to prevent, control or eliminate all food safety hazards identified as reasonably likely to occur during your hazard analysis.



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Please Note

- An outside consultant may be used to to conduct your hazard analysis and assist you in developing a HACCP plan specific to your process.
- In addition, each state is assigned a HACCP contact and a HACCP Coordinator to assist establishments with the development of HACCP Programs.
- A list of HACCP contacts and coordinators can be found on the FSIS Web site at www.fsis.usda.gov.



Food Safety and
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General Information

- Official establishments will be provided inspection service, *without charge*, for up to 5 consecutive 8-hour days, Monday through Friday.



**Food Safety and
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General Information

Hours of Operation

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

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



**Food Safety and
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General Information

- Office space, including necessary furnishings, light, heat and janitor service shall be provided, free of charge, for the exclusive use of the inspector.
- Area must be conveniently located.
- Area must contain a locker suitable for the storage and protection of Program supplies.



**Food Safety and
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General Information

- Toilet rooms must be conveniently located and maintained in sanitary condition.
- Lavatories with running hot and cold water, soap and towels must be placed in or near toilet rooms.





**Food Safety and
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Resources

Available at www.fsis.usda.gov:

- “Guidelines for Obtaining a Federal Grant of Inspection”
- “Mobile Slaughter Unit Compliance Guidelines”
- List of District Office Contact Information
- List of State HACCP Contacts and Coordinators
- “Guidebook for the Preparation of HACCP Plans”
- Generic HACCP Plans
- Additional Small and Very Small Plant Resources



Food Safety and
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Small Plant Help Desk

For assistance finding resources contact,

FSIS' Small Plant Help Desk

InfoSource@fsis.usda.gov or

1-877-FSISHelp (374-7435)

8:00 am-4:00 pm, EST



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AskFSIS

For guidance on issues related to the interpretation or application of FSIS policy,

AskFSIS

<http://askfsis.custhelp.com> or

1-800-233-3935