

**United States Department of Agriculture, Agricultural Marketing Service, Fruit and Vegetable Programs, Food Quality Assurance Staff**

## **How to use CIDs**

### Scope Section

The scope is a concise statement describing the intent of the CID.

### Procurement Notes Section

This section lists the items that the purchaser shall or must specify and list the items that the purchaser may or has the options of specifying.

*The following items must be decided by the purchaser:*

- 1) The food categories desired (See classification section);
- 2) If the analytical requirements stated in the document are sufficient (See analytical requirement sections);
- 3) If the analytical requirements are to be verified through product testing (See analytical requirement section);
- 4) If the product quality and safety is to be certified by the supplier or the USDA (See quality assurance provisions section).

*The purchaser has the option of choosing the following:*

- 1) A quality assurance inspection at the manufacturing plant of the purchased product (See quality assurance provisions section);
- 2) Whether this quality assurance inspection is a plant systems audit or a plant survey (See quality assurance provisions section).

### Classification Section

Foods are classified into categories based on their different varieties, flavors, sizes, appearances, etc. The purchaser must specify the categories and sub-categories that are desired.

### Manufacturer's/Distributor's Notes Section

This section is targeted for the supplier of the food item. It lists the requirements that must be met if they are to manufacture the product for the purchaser.

### Salient Characteristics Section

Important attributes that affect the final quality of the product are listed in this section. This may include such things as ingredient, defect level, shelf life, additives/preservatives, color, flavor, odor, and texture requirements.

### Analytical Requirements Section

This section states analytical and microbiological requirements that are important in determining the final quality and safety of the food product to be purchased. The purchaser must specify if the food product to be purchased shall comply with the requirements stated or if the requirements are to be different. The purchaser must also

state if analytical testing made in accordance with stated methods shall be required to verify if the food product meets the analytical requirements.

#### Manufacturer's Product Assurance Section

This section states that the manufacturer of the purchased product must meet the salient characteristics of the CID and meet the manufacturer's own specifications, standards, and quality assurance practice. The purchaser has the right to require the manufacturer to furnish proof of this conformance.

#### Regulatory Requirements Section

This section states the delivered product to be purchased must meet all applicable Federal, State, and local mandatory requirements and regulations. Also, the product must comply with applicable provisions of the Federal, Food, Drug, and Cosmetic Act.

#### Quality Assurance Provisions Section

The purchaser must choose if the supplier will certify the purchased product meets or exceeds the requirements of the CID or if the USDA will be the certifying program. The USDA will select random samples of the packaged product and evaluate the conformance of the product based on the requirements of the CID. Also, the purchaser has the option to require the manufacturer undertake a quality assurance inspection and provide evidence of this by certificate. The purchaser can choose one of two quality assurance inspections; the plant systems audit or the plant survey.

#### Packaging Section

All aspects of packaging must be commercial, unless otherwise specified by the purchaser.

#### USDA Inspection Notes

If the purchaser selects the USDA to certify the purchased product, the requirements are to be evaluated for compliance are listed in this section.

#### Reference Notes

This sections lists USDA certification contacts, USDA analytical laboratory contacts, as well as sources of documents referenced in the CID. All government activities involved with preparing, coordinating, and reviewing the CID are listed at the end of the document.