



Meat Grading & Certification Branch

Certification of Further Processed Commodity Meat Products

Purpose

The purpose of this Instruction is to set forth policies and procedures for the certification of further processed, United States Department of Agriculture (USDA) donated commodity or equivalent beef and pork products.

Policies

Food and Nutrition Service (FNS) regulations (CFR 7, Part 250, Section 30) require that the further processing of USDA donated commodity meat products be certified by the Agricultural Marketing Service (AMS) for non-diversion and non-substitution. Certified USDA donated commodity meat products must be produced and further processed in federally (or state equivalent) inspected plants. In addition, it is Meat Grading and Certification (MGC) Branch policy that all products shall have been properly handled, frozen, and stored.

MGC Branch supervisors shall evaluate the processor's facilities and operations in order to establish the most efficient utilization of personnel while maintaining proper accountability and integrity of USDA donated commodity meat products.

Procedures

The MGC Series 600 Instructions referred to throughout this Instruction may be accessed on-line.

I. PRODUCTION

1. Provide the AMS grader with a Certificate of Analysis (COA) prior to the use of Fresh Boneless Beef (combos) for further processing. Processors should assure their suppliers fax the COA to arrive at delivery. Provide the AMS grader evidence that fat analysis has been conducted and is within the acceptable range. This evidence may be provided from the supplier or an outside laboratory. A COA is not required for frozen coarse ground beef as the microbiological and fat analysis is known before shipment.
2. All USDA donated commodity meat products shall be closed in accordance with the approved technical proposal of each supplier. Occasionally, straps/tapes on the containers of USDA donated commodity meat products are unintentionally broken during shipping and handling. In addition, processors may open a limited number of containers for product examinations, such as product condition, to ensure that the Distributing

Agency (DA) is providing an acceptable product for processing. If there is no apparent evidence of tampering, the product shall be acceptable for further processing purposes. The addition of commercial meat or other ingredients may be allowed provided they are specifically listed on the End Product Data Schedule (EPDS) (Exhibit A) or if the processor is operating under an approved substitution plan.

3. AMS agents shall supervise processing activities to maintain proper accountability and integrity of USDA donated commodity meat products. AMS agents shall periodically check product and rework for acceptability prior to and during further processing to ensure that the product has been properly stored and handled. Frozen product that shows evidence of mishandling or deterioration shall be handled in accordance with the procedures outlined in MGC Instruction 618, Final Acceptance of Frozen Products Examined and Certified in the Chilled State.
4. Use of donated commodity meat product over 12 months of age requires a written waiver from the Recipient Agency (RA) prior to processing. Product over 12 months of age may not be commingled with any other product and must be segregated and processed separately. The finished product can only be returned to the RA from which it originated.
5. Unless otherwise specified in the National Processing Agreement (NPA) and/or End Product Data Schedule (EPDS), processors may commingle donated products that are 12 months of age or less from different States and/or RA's.
6. Rework shall be processed in accordance with Food Safety and Inspection Service (FSIS) regulations.

II. CERTIFICATION

1. The processor must provide the AMS agent with signed and dated copies of the EPD's prior to processing. The processor must obtain a written waiver from an authorized DA representative addressing any deviations from the certification requirements in the NPA, or EPDS.
2. All products derived from USDA donated commodity meat products shall be certified for the following requirements (as applicable).
 - a. ***Non-diversion, Non-substitution.***
 - b. ***Metal Detection.*** Detection shall be performed for stainless steel, ferrous and non-ferrous metals. The processor must declare to the AMS agent the equipment, location, detection procedure, sensitivity levels, frequency of validating the equipment, and demonstrate how the product with metal contamination is excluded from complying product.

- c. **Condition Examination.** The condition examination shall be performed in accordance with the procedures outlined in MGC Instruction 609, Organoleptic Examination for Meat. The finding of any product in less than excellent condition shall result in rejection of the lot.
- d. **Formulation.** Formulation shall be certified in accordance with the EPDS.
- e. **Breeding Type and Percentage.** The breeding type and breeding percentage shall be performed in accordance with MGC Instruction 650, Certification of Breeding Percentage for Meat Products.
- f. **Net Weight.** The procedures outlined in MGC Instruction 615, Net Weight Examination, shall be utilized to verify the marked net weights.
- g. **Portion Size.** The desired portion size, applicable tolerances and sampling criteria shall be conducted in accordance with MGC Instruction 651, Certification of Portion Weights and Dimensions.
- h. **Packing/Packaging.** The examination of shipping containers shall be limited to visually scanning boxes for defects. All defective containers are unacceptable and must be corrected, removed or replaced as applicable.
- i. **Other.** Any additional requirements, including related quality assurance provisions such as certification in accordance with a specification, must be specified. If designated, the NPA or EPDS shall list the specification name and date of issue.
- j. **Optional.** The following are optional requirements and must be specified in the NPA.
 - 1. **Freezing Requirements.** Purchaser shall specify temperature requirements for either 24 or 72 hours after placement into freezer and/or at time of shipment. Temperature examinations shall be conducted in accordance with MGC Instruction 619, Requirements for Frozen Product Examination.
 - 2. **Final Certification.** Final certification at time of shipping shall be performed as described in MGC Instruction 618, Final Acceptance of Frozen Products Examined and Certified in the Chilled State. Temperature (if required) and physical characteristics of the product shall be examined.

3. Processors operating under an FNS approved substitution plan may substitute commercial meat for USDA donated commodity meat, as long as the commercial product conforms to all the requirements of the USDA donated commodity.
4. Boxes containing certified end products shall be closed and sealed in accordance with MGC Instruction 616, Sealing, Stamping, and Control of Containers. The stamp shall be applied using one of the methods outlined below.
 - a. USDA "Accepted as Specified" stamp:

The USDA "Accepted as Specified" stamp shall be placed on all boxes certified for additional requirements.
 - b. Alternative Stamping Methods:

Processors are encouraged to develop alternative labeling and printing methods that incorporate the "USDA Accepted as Specified" (minimum size 1"x3/4") stamp onto the product label, strapping bands or sealing tape. Prior to approval, processors are required to devise a control program that monitors the label, strapping, and/or tape inventories and their application to USDA certified products, as applicable. When this method is used sealing of containers is not required.
5. The labels shall be placed on the face panel. They must contain, at a minimum, the production date, product name, product code, net weight, and donated commodity statement: **"Contains Commodities Donated by the USDA. This Product Shall Be Sold Only to Eligible Recipient Agencies."** Product over 12 months of age is considered non-substitutable and must be labeled for the RA. Commercial labels may be used, provided product labels meet the applicable FNS and FSIS requirements.
6. When product contains commodity from more than one RA, the end item must be identified by RA in the same proportion as the starting commodity product.
7. Ensure that all backhaul commodities are isolated, run separately from directly diverted commodities and are identified with a specific backhaul code and State/RA specific designation.
8. All shipping containers shall include the production date on the front panel. The production date shall be in a month-day-year format (e.g., Jun. 21, 2008 or 06/21/08).

III. DOCUMENTATION AND DISTRIBUTION

Documentation of USDA donated commodity meat products further processed and certified in accordance with this Instruction shall be in accordance with MGC Instruction 644, Instructions for Completing the USDA Donated Meat Product Production Information Form. Data to be entered on the USDA Donated Meat Product Production Information (MGC-44) (Exhibit B) will be collected on the Commodity Further Processing Worksheet (Exhibit C).

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

EPDS 1

END PRODUCT DATA SCHEDULE

Basic schedule for all donated foods

(excluding bulk poultry and nonfat dry milk)

THIS IS A REPLACEMENT SCHEDULE (For any changes to this schedule, a replacement must be submitted)

PRODUCT DESCRIPTION				PRODUCT FORMULATION			END PRODUCT RETURN				
PRODUCT CODE & NAME 1		NET WEIGHT PER CASE 2	SERVINGS PER CASE 3	NET WEIGHT PER SERVING & COMPONENTS (ounces) 4	COMMODITY CODE/SHORT TITLE, INGREDIENTS IN RAW BATCH 5		QUANTITY OF EACH INGREDIENT (pounds) 6	NUMBER OF CASES PER RAW PATCH 7	POUNDS DF NEEDED TO PRODUCE ONE CASE 8	PERCENT YIELD OF "DF" ONLY 9	POUNDS OF EACH "DF" CONTAINED PER CASE 10
Code	Name				Code	Short Title					
Total Serving Weight (ounces):					Total Batch Weight (pounds):						
11. GUARANTEED MINIMUM RETURN										%	

By-products other than rework will be produced. If yes, refer to Agreement for further requirements <input type="checkbox"/> Yes <input type="checkbox"/> No	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">Processor:</th> </tr> <tr> <td colspan="2" style="height: 30px;"> </td> </tr> <tr> <td colspan="2" style="text-align: center;">Name of Company</td> </tr> <tr> <td colspan="2" style="height: 30px;"> </td> </tr> <tr> <td colspan="2" style="text-align: center;">Name/ Title of Authorized Representative</td> </tr> <tr> <td style="text-align: center;">Signature</td> <td style="text-align: center;">Date</td> </tr> </table>	Processor:				Name of Company				Name/ Title of Authorized Representative		Signature	Date
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Name of Company													
Name/ Title of Authorized Representative													
Signature	Date												
Meat & Poultry Processing require AMS supervision according to their appropriate certification program. For meat processing, please check one: <input type="checkbox"/> Full Certification (MGC 640) <input type="checkbox"/> Process Control Certification (MGC 638)													

Approving Agency		Subcontractor	
Name of Approving Agency		Name of Company	
Name and Title of Authorized Representative		Name and Title of Authorized Representative	
Signature	Date	Signature	Date

