



# COOL Records Documentation: Activity 3

Washington, DC

June, 2012

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## Examples of Incomplete Records Information

In each of the following examples, describe what information is missing. Consider all of the following possible oversights and ambiguities:

- Product Description: variety, units in which sold (bulk, packaged, size of package)
- Is the product a covered commodity?
- Acceptable use of abbreviations
- Description of any number strings: how are they identified?
- Are dates listed? Are dates described?
- Is the record selected an acceptable, primary record from the immediate previous supplier?
- Does the record provided match the product selected?
- Is the product fresh or frozen and was fresh or frozen the category assigned?

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## Examples of Incomplete Records Information

Records - Fruits (Fresh and Frozen)				Category Assigned	A-Fresh Fruit
Store's Labeling Information	Record Information	Records Reviewed	Record Transaction ID		
<small>Enter information provided at POINT OF SALE. Enter NA if not provided.</small>	<small>Enter information provided by the RECORDS. Enter NA if not provided.</small>	<small>List all records that were reviewed.</small>	<small>Invoice #, PO #, Lot #, Item #, Record Date, Best by Date, Product size, PLU, UPC, FSIS Inspection #, &amp; Est #.</small>		
Item Name	Apple	Apple, 25 lb	Invoice	Inv # 7895; Date 05/01/12; Product Code 65T	
Country of Origin	US	USA			
Supplier Name	Andy's Eastern Apples		<input checked="" type="checkbox"/>	Records - Provided by Retailer	
Supplier Address	9887 Main St. Anytown, VA 21825		<input type="checkbox"/>	Records - Due from Corporate	
Immediate Previous Supplier Information (Supplier Name, City & State)	same as above		Date Due:		

Fruit

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## Examples of Incomplete Records Information

Records - Nuts (Peanuts, Pecans, and Macadamia) and Ginseng				Category Assigned	C-Peanuts
Store's Labeling Information	Record Information	Records Reviewed	Record Transaction ID		
<small>Enter information provided at POINT OF SALE. Enter NA if not provided.</small>	<small>Enter information provided by the RECORDS. Enter NA if not provided.</small>	<small>List all records that were reviewed.</small>	<small>Invoice #, PO #, Lot #, Item #, Record Date, Best by Date, Product size, PLU, UPC, FSIS Inspection #, &amp; Est #.</small>		
Item Name	Roasted Peanuts	Roasted Peanuts	Pre-labeled Package Co	12458392321823	
Country of Origin	S. Africa	S. AFR	Invoice	659	
Supplier Name	Planters		<input checked="" type="checkbox"/>	Records - Provided by Retailer	
Supplier Address	Macon, GA 90210		<input type="checkbox"/>	Records - Due from Corporate	
Immediate Previous Supplier Information (Supplier Name, City & State)	The Distribution Warehouse - Atlanta, GA		Date Due:		

Nuts

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## Examples of Incomplete Records Information

Records - Vegetables (Fresh and Frozen)				Category Assigned	G-Fresh Vegetables
Store's Labeling Information	Record Information	Records Reviewed	Record Transaction ID		
Enter information provided at POINT OF SALE. Enter NA if not provided.	Enter information provided by the RECORDS. Enter NA if not provided.	List all records that were reviewed.	Invoice #, PO #, Lot #, Item #, Record Date, Best by Date, Product size, PLU, UPC, FSIS Inspection #, & Est #.		
<b>Item Name</b>	Potatoes	Potatoes, 50 lb.	Master Container Label	US #1	
<b>Country of Origin</b>	ID	USA	Packing Slip	20120515	
<b>Supplier Name</b>	Spud City		<input checked="" type="checkbox"/>	<b>Records - Provided by Retailer</b>	
<b>Supplier Address</b>	Boise, ID		<input type="checkbox"/>	<b>Records - Due from Corporate</b>	
<b>Immediate Previous Supplier Information</b> (Supplier Name, City & State)	The Distribution Center - Sioux Falls, SD		<b>Date Due:</b>		

Vegetables

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## Examples of Incomplete Records Information

Records - Fish and Shellfish (Fresh and Frozen)				Category Assigned	K-Fresh Shellfish
Store Labeling Information	Record Information	Records Reviewed	Record Transaction ID		
Enter information provided at POINT OF SALE. Enter NA if not provided.	Enter information provided by the RECORDS. Enter NA if not provided.	List all records that were reviewed.	Invoice #, PO #, Lot #, Item #, Record Date, Best by Date, Product size, PLU, UPC, FSIS Inspection #, & Est #.		
<b>Item Name</b>	Shimp	Shrimp, IQF	Pre-labeled Package Co	1#, previously frozen	
<b>Country of Origin</b>	Thailand	Thailand	Store Log	05/01/2012	
<b>Method of Production</b>	Farm	FR			
<b>Supplier Name</b>	Deep Sea Imports		<input checked="" type="checkbox"/>	<b>Records - Provided by Retailer</b>	
<b>Supplier Address</b>	Ocean City, MD		<input type="checkbox"/>	<b>Records - Due from Corporate</b>	
<b>Immediate Previous Supplier Information</b> (Supplier Name, City & State)	The Warehouse Depot - Baltimore, MD 90210		<b>Date Due:</b>		

Fish

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## Examples of Incomplete Records Information

Records - Beef and Veal (Muscle Cuts and Ground)			Category Assigned	M-Beef Muscle Cuts
Store's Labeling Information	Record Information	Records Reviewed	Record Transaction ID	
<small>Enter information provided at POINT OF SALE. Enter NA if not provided.</small>	<small>Enter information provided by the RECORDS. Enter NA if not provided.</small>	<small>List all records that were reviewed.</small>	<small>Invoice #, PO #, Lot #, Item #, Record Date, Best by Date, Product size, PLU, UPC, FSIS Inspection #, &amp; Est #.</small>	
Item Name	Round Steak	Beef Loin	Master Container Label	7886 5656169663 05/24/12 496552
Country of Origin	US/Mexico	US/MEX	Purchase Order	0111778
Supplier Name	Tyson EST 9875		<input checked="" type="checkbox"/>	Records - Provided by Retailer
Supplier Address	Amarillo, TX 55587		<input type="checkbox"/>	Records - Due from Corporate
Immediate Previous Supplier Information (Supplier Name, City & State)	Tyson Foods Inc., Dallas, TX		Date Due:	

Beef

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## Examples of Incomplete Records Information

Records - Chicken (Muscle Cuts and Ground)			Category Assigned	R-Chicken Muscle
Store's Labeling Information	Record Information	Records Reviewed	Record Transaction ID	
<small>Enter information provided at POINT OF SALE. Enter NA if not provided.</small>	<small>Enter information provided by the RECORDS. Enter NA if not provided.</small>	<small>List all records that were reviewed.</small>	<small>Invoice #, PO #, Lot #, Item #, Record Date, Best by Date, Product size, PLU, UPC, FSIS Inspection #, &amp; Est #.</small>	
Item Name	Breast	Wogs	Master Container Label	789999 215266 A78112224121 1125
Country of Origin	US	US	Invoice	658777
Supplier Name	Purdue		<input type="checkbox"/>	Records - Provided by Retailer
Supplier Address	Dover, DE 90210		<input type="checkbox"/>	Records - Due from Corporate
Immediate Previous Supplier Information (Supplier Name, City & State)	Purdue - Dover, DE 90210		Date Due:	

Chicken

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