COMMERCIAL ITEM DESCRIPTION

SALSA, TOMATO-BASED AND SALSA VERDE, SHELF STABLE

The U.S. Department of Agriculture (USDA) has authorized the use of this Commercial Item Description (CID).

1. SCOPE. This CID covers shelf stable tomato-based salsa and salsa verde (salsa) packed in commercially acceptable containers, suitable for use by Federal, State, local governments, and other interested parties; and as a component of operational rations. Please note: This document does not guarantee purchase of this item by USDA.¹

2. PURCHASER NOTES.

2.1 Purchasers must specify the following:

- Type(s), pungency(ies), style(s), dice size(s), sodium level(s), and agricultural practice(s) of salsa desired (Sec. 3).
- When thickener(s) must not be used (Sec. 3).
- When analytical requirements are different than specified (Sec. 7.1).
- When analytical requirements need to be verified (Sec. 7.2).
- Manufacturer’s/distributor’s certification (Sec. 10.3) or USDA certification (Sec. 10.4).

2.2 Purchasers may specify the following:

- Define pungency requirements through a bid sample (Sec. 7.1.2).
- Food Defense (Sec. 10.1) and Manufacturer’s Quality Assurance (Sec. 10.2). Purchaser may specify one of the following combinations: Sec. 10.1.1 with 10.2.1 or 10.1.2 with 10.2.2.
- Packaging requirements other than commercial (Sec. 11).

3. CLASSIFICATION. The salsa must conform to the following list which must be specified in the solicitation, contract, or purchase order.

¹ USDA purchase specifications are available at: https://www.ams.usda.gov/selling-food/product-specs.
Types, pungencies, styles, dice sizes, sodium levels, thickeners, and agricultural practices.

Type I - Tomato-based
Type II - Salsa verde

Pungency A - Extra Mild
Pungency B - Mild
Pungency C - Medium
Pungency D - Hot

Style 1 - Regular
Style 2 - Chunky (Type I, Tomato-based only)
  Dice size a - Tomatoes - 1.91 x 1.91 x 1.91 cm (3/4 x 3/4 x 3/4 in) ± 0.64 cm (1/4 in); Onions - 1.27 x 1.27 cm (1/2 x 1/2 in) ± 0.64 cm (1/4 in); Peppers - 0.95 x 0.95 cm (3/8 x 3/8 in) ± 0.32 cm (1/8 in)
  Dice size b - Tomatoes - 1.27 x 1.27 x 1.27 cm (1/2 x 1/2 x 1/2 in) ± 0.32 cm (1/8 in); Onions - 0.95 x 0.95 cm (3/8 x 3/8 in) ± 0.32 cm (1/8 in); Peppers - 0.95 x 0.95 cm (3/8 x 3/8 in) ± 0.32 cm (1/8 in)
  Dice size c - Other (as specified by the purchaser)

Sodium level (1) - Regular
Sodium level (2) - Low sodium (21 Code of Federal Regulation (CFR) § 101.61)
Sodium level (3) - Other (as specified by the purchaser)

Thickener (a) - No added thickeners
Thickener (b) - Thickeners may be used

Agricultural practice (i) - Conventional
Agricultural practice (ii) - Organic

4. MANUFACTURER’S/DISTRIBUTOR’S NOTES. Manufacturer’s/distributor’s products must meet the requirements of the:

  - Classification (Sec. 3).
  - Processing guidelines (Sec. 5).
  - Salient characteristics (Sec. 6).
  - Analytical requirements: as specified by the purchaser (Sec. 7).
  - Manufacturer’s/distributor’s product assurance (Sec. 8).
  - Regulatory requirements (Sec. 9).

2 Not all options are available from every manufacturer. Check with the manufacturer/distributor for availability.
- Quality assurance provisions: *as specified by the purchaser* (Sec. 10).
- Packaging requirements other than commercial: *as specified by the purchaser* (Sec. 11).

5. PROCESSING GUIDELINES.

5.1 **Processing.** The salsa must be processed in accordance with Current Good Manufacturing Practices (21 CFR Part 110).

5.2 **Food defense.** The salsa must be processed and transported in accordance with the Food and Drug Administration’s (FDA’s) *Guidance for Industry: Food Producers, Processors, and Transporters: Food Security Preventive Measures Guidance.*

5.3 **Organic ingredients.** When organic salsas are specified in the solicitation, contract, or purchase order, the salsa must be produced, handled, and labeled in accordance with the USDA organic regulations by an operation that is certified organic in accordance with the requirements of the National Organic Program (7 CFR Part 205). A Certificate of Organic Production or Handling must be provided to verify that the product was processed and handled in accordance with the USDA organic regulations.

6. SALIENT CHARACTERISTICS.

6.1 **Labeling.** All ingredients must be declared by their common or usual name in descending order of predominance by weight (21 CFR § 101.4(a)) unless exempted by 21 CFR § 101.100.

6.2 **Ingredients.**

6.2.1 **Type I, tomato-based.** The Type I, tomato-based salsa must include tomatoes and/or tomato puree, onions, peppers (e.g., chili, jalapeño, green bell, red bell, yellow bell, etc.), garlic, salt, vinegar and/or citric acid, and/or phosphoric acid added to adjust the pH. The tomato-based salsa may include; but not limited to: onion powder, garlic powder, tomato powder, sugar, corn syrup, chili puree, jalapeño puree, pepper, carrots, corn, cilantro, red pepper powder, cumin, oregano, natural flavors, water, lime juice, and lemon juice.

6.2.2 **Type II, salsa verde.** The Type II, salsa verde must include tomatillos (*Physalis ixocarpa*), green chili peppers (e.g., jalapeño, serrano, etc.), onion, garlic, vinegar and/or citric

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acid, and/or phosphoric acid added to adjust the pH. The salsa verde may include; but not limited to: salt, coriander, onion powder, garlic powder, sugar, corn syrup, chili puree, jalapeño puree, pepper, cilantro, green bell pepper, cumin, oregano, natural flavors, water, and lime juice concentrate.

6.2.3 **Tomatoes.** Tomatoes in Type I, Style 1, regular salsa, must be discernible fine pieces. The tomatoes in Type I, Style 2, chunky salsa, must be discernible coarse pieces. The tomatoes may or may not be peeled.

6.2.4 **Tomatillos.** Tomatillos in Type II, Style 1, salsa verde, must be discernible fine pieces.

6.2.5 **Onions.** For Style 1, regular salsa and Style 1, salsa verde, the onions must be discernible fine pieces. For Style 2, chunky salsa, the onions must be discernible coarse pieces.

6.2.6 **Peppers.** For Style 1, regular salsa and Style 1, salsa verde, the peppers must be discernible fine pieces. For Style 2, chunky salsa, the peppers must be discernible coarse pieces.

6.3 **Additional and optional processing ingredients.** When specified in the solicitation, contract, or purchase order, modified food starch and other non-tomato thickeners and sweeteners must be less than 1 percent of the product formulation. When used, all ingredients must meet the standards specified in the Food Chemicals Codex (FCC) or, in the absence of FCC specification at a minimum, meet the specifications for quality set by the US Pharmacopeia (USP)-National Formulary quality. The additional ingredients must be approved for those particular uses by FDA’s regulations on food additives (21 CFR Part 170) or Direct Food Substances Affirmed as Generally Recognized as Safe (GRAS) requirements (21 CFR Part 184).

6.3.1 **Calcium chloride.** Calcium chloride must be of FCC purity. Calcium chloride may be added as a processing aid to maintain the firmness of the diced tomatoes.

6.3.2 **Thickeners.** When specified in the solicitation, contract, or purchase order, modified food starch and other thickeners must be less than 1 percent of the product formulation. The salsa may include thickeners such as but not limited to: xanthan gum or modified food starch to increase or aid the viscosity.

6.3.3 **Preservatives.** The salsa may include preservatives such as but not limited to: potassium sorbate, sodium benzoate, and propionic acid to prevent yeast, mold, and bacteria growth. The preservatives must be of FCC purity.

6.4 **Finished product.**

6.4.1 **Aroma and flavor.** The salsa must be slightly acidic and have the aroma and flavor of tomatoes or tomatillos with spices and peppers. The salsa will be free from off odors and
flavors, with no bitter, burnt, sour, or excessive pungency greater than specified by the purchaser in the solicitation, contract, or purchase order.

6.4.2 Appearance. The tomato-based salsa must have a red color with discernible pieces of tomato, onion, and peppers. The tomato-based salsa must have a finished product color equal to or better than USDA Color Standards for Tomato Products, A1 or A2 (see Sec. 13.2 for the USDA Color Standards for Tomato Products). Style 2, chunky salsa must have a rich thick texture. The salsa verde must have a green color with discernible pieces of tomatillo, onion, and peppers. Salsa verde must have a finished product color equal to or better than Munsell Color 2.5Y 5/6 (see Sec. 13.2 for the Munsell Book of Color).

6.4.3 Vegetable texture. Tomatoes, onions, and peppers in the Type I, Style 2, Dice sizes a and b chunky tomato-based salsa will be of uniformly firm texture and tender and practically free of soft or spongy units.

6.4.4 Drained weight or washed drained weight of tomato-based salsa. Type I salsa must meet one of the following requirements, as specified by purchaser.

6.4.4.1 Drained weight. The drained weight for Type I, Style 1, regular salsa must be 45-55 percent solids and for Type I, Style 2, chunky salsa must be 55-80 percent solids. 

Procedure: Place the tomato-based salsa product at room temperature atop a 12 inch diameter U.S. Standard No. 8 sieve in a manner that will distribute the product over the sieve. The sieve must be tilted at approximately a 20 degree angle and allowed to drain for 2 minutes before determining drained weight. Determine drained weight by subtracting the sieve tare weight from the gross weight. Report the solids as a percentage of the whole. The drained weight must be reported to the nearest whole percentage.

6.4.4.2 Washed drained weight. The washed drained weight for Type I, Style 1, regular salsa must be 20-35 percent of the water capacity of the container. The washed drained weight for Type I, Style 2, chunky salsa must be 35-55 percent of the water capacity of the container.

Procedure: Place the tomato-based salsa product at room temperature atop a 12 inch diameter U.S. Standard No. 8 sieve in a manner that will distribute the product over the sieve. Rinse lightly with 20 to 22°C (68 to 72°F) water until all visible free liquid is removed. The sieve must be tilted at approximately a 20 degree angle and allowed to drain for 2 minutes before determining drained weight by subtracting the sieve tare weight from the gross weight. The drained weight must be reported to the nearest whole percentage.

6.5 Defects. The salsa must be free from any defect that more than slightly affects the appearance or eating quality.
6.6 **Foreign material.** The salsa ingredients must be clean, sound, wholesome, and free from evidence of rodent or insect infestation.

7. **ANALYTICAL REQUIREMENTS.**

7.1 **Analytical requirements.** Unless otherwise specified in the solicitation, contract, or purchase order, the analytical requirements for the salsa must be as follows:

<table>
<thead>
<tr>
<th>Type I - Tomato-based</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Test</strong></td>
<td><strong>Requirements</strong></td>
</tr>
<tr>
<td>pH</td>
<td>3.8 to 4.3</td>
</tr>
<tr>
<td>Soluble solids</td>
<td>Minimum of 8.0° Brix</td>
</tr>
<tr>
<td>Consistency</td>
<td>Type I, Style 1, Regular: Not less than 3.0 or more than 5.5 centimeters in 30 seconds at 20°C (68°F) ± 1°C (1.8°F)</td>
</tr>
<tr>
<td>Sodium (sodium level 2)</td>
<td>Will not exceed 140 mg per Reference Amount Customarily Consumed (21 CFR § 101.61)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Type II - Salsa Verde</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Test</strong></td>
<td><strong>Requirements</strong></td>
</tr>
<tr>
<td>pH</td>
<td>3.0 to 3.5</td>
</tr>
<tr>
<td>Salt</td>
<td>2.75 to 3.25 percent</td>
</tr>
<tr>
<td>Titratable acidity (as acetic)</td>
<td>1.5 to 1.7 percent</td>
</tr>
<tr>
<td>Soluble solids</td>
<td>Minimum of 10.0° Brix</td>
</tr>
</tbody>
</table>

7.1.2 **Pungency.** When required in the solicitation, contract, or purchase order, pungency will be defined at the discretion of the buyer or be based on a reference or bid sample product and be a mutual agreement between the parties involved. **NOTE:** Commercial vendor’s pungency ranges vary greatly.

7.2 **Product verification sampling.** When USDA verification of analytical requirements is specified in the solicitation, contract, or purchase order, analytical testing must be performed on subsamples of packages randomly selected from the lot. The number of subsamples must be based on USDA inspection service sampling procedures and plans (7 CFR § 52.38). The contents of each will be used to create a composite sample that will be used in the analytical testing.
7.3 **Preparation of sample.** The sample must be prepared in accordance with test method 945.68 of the Official Methods of Analysis (OMA) of the AOAC International.

7.4 **Analytical testing.** When specified in the solicitation, contract, or purchase order, the analytical testing must be made in accordance with the following methods described in the AOAC International OMA or as specified below:

<table>
<thead>
<tr>
<th>Test</th>
<th>Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>pH</td>
<td>981.12</td>
</tr>
<tr>
<td>Pungency(^4)</td>
<td>995.03(^5), ASTA(^6) Official Method 21.3, Gas Chromatography(^7)</td>
</tr>
<tr>
<td>Soluble solids</td>
<td>970.59</td>
</tr>
<tr>
<td>Consistency</td>
<td>Bostwick Consistometer</td>
</tr>
<tr>
<td>Sodium (Type I only)</td>
<td>966.16</td>
</tr>
<tr>
<td>Salt (Type II only)</td>
<td>971.27</td>
</tr>
<tr>
<td>Titratable acidity (as acetic)</td>
<td>942.15</td>
</tr>
</tbody>
</table>

7.5 **Test results.** The test results for pH must be reported to the nearest tenth. The test results for pungency must be reported to the nearest Scoville unit and/or parts per million (ppm) Capsaicin with one ppm Capsaicin equal to 15 Scoville units. The test results for soluble solids and titratable acidity must be reported to the nearest 0.1 percent. The test results for sodium must be reported to the nearest 0.1 mg. The test results for salt shall be reported to the nearest 0.01 percent. Any result not conforming to the analytical requirements must be cause for rejection of the lot.

8. **MANUFACTURER’S/DISTRIBUTOR’S PRODUCT ASSURANCE.** The manufacturer/distributor must certify that the salsa provided meets the salient characteristics of this CID, conform to their own specifications, standards, and quality assurance practices, and be the same salsa offered for sale in the commercial market. The purchaser reserves the right to require proof of conformance.

9. **REGULATORY REQUIREMENTS.** The delivered salsa must comply with all applicable Federal, State, and local mandatory requirements and regulations relating to the preparation, packaging, labeling, storage, distribution, and sale of the salsa in the commercial marketplace.

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\(^4\) When a pungency range is specified in the solicitation, contract, or purchase order, analysis of pungency shall be tested with the methods indicated.

\(^5\) Applicable for determination of 750-650,000 Scoville Heat Units (SHU) of capsaicinoids in ground and crushed red pepper, chili pepper, ground cayenne pepper, ground jalapeno pepper, and red pepper oleoresins. Not applicable to chili powders or products containing oregano or thyme.

\(^6\) American Spice Trade Association.

\(^7\) When a pungency value of less than 750 Scoville Heat Units (SHU) (50 parts per million) is specified in the solicitation, contract, or purchase order, analysis of pungency must be following the directions listed in the Regional Standard for Gochujang *Codex Stan 294R* in effect on the date of the solicitation, contract, or purchase order.
Delivered salsa must comply with all applicable provisions of the Federal Food, Drug, and Cosmetic (FD&C) Act, the Fair Packaging and Labeling Act, and regulations promulgated thereunder. When a known allergen is included in the salsa, the salsa must comply with the allergen labeling requirements of the FD&C Act.

10. QUALITY ASSURANCE PROVISIONS. Purchaser must specify 10.3, or 10.4. Purchaser may specify one of the following combinations: 10.1.1 with 10.2.1, or 10.1.2 with 10.2.2.

10.1 Food defense. When required in the solicitation, contract, or purchase order, a Food Defense Systems Survey (FDSS) must be conducted by USDA, Agricultural Marketing Service (AMS), Specialty Crops Program (SCP), Specialty Crops Inspection (SCI) Division. Food defense requirements include a documented and operational food defense plan that provides for the security of a plant’s production processes and includes the storage and transportation of pre-production raw materials and other ingredients and post-production finished product. The plan must address the following areas: (1) food security plan management; (2) outside and inside security of the production and storage facilities; (3) slaughter, when applicable, and processing, including all raw material sources; (4) shipping and receiving; (5) storage; (6) water and ice supply; (7) mail handling; (8) personnel security; and (9) transportation, shipping, and receiving.

10.1.1 FDSS. When required in the solicitation, contract, or purchase order, a FDSS must be conducted by USDA, AMS, SCP, SCI Division. The FDSS verifies that operators of food establishments have implemented measures to minimize the risk of tampering or other criminal actions against the food under their control. An AMS FDSS verifies the participating company’s adherence to the FDA’s Guidance for Industry - Food Producers, Processors, and Transporters: Food Security Preventive Measures Guidance. 8

10.1.2 Food defense section of the Plant Systems Audit (PSA). When required in the solicitation, contract, or purchase order, a food defense audit will be conducted as part of the PSA. The audit will be conducted by USDA, AMS, SCP, SCI Division auditors. This verifies that operators of food establishments have implemented measures to minimize the risk of tampering or other criminal actions against the food under their control. The food defense section of the PSA verifies the participating company’s adherence to the FDA’s Guidance for Industry - Food Producers, Processors, and Transporters: Food Security Preventive Measures Guidance. 8

10.2 Manufacturer’s quality assurance. When required in the solicitation, contract, or purchase order, the product manufacturer will be required to provide evidence, by certificate that the manufacturing plant has undertaken one of the following quality assurance measures within 12 months prior to providing a bid or no later than 10 business days from the date of the
awarding of the contract. Failure to provide this documentation with the proper time frame may result in the contract being terminated for cause.

10.2.1 **Plant survey.** A plant survey conducted by USDA, AMS, or other survey performed by a third party auditing service is required within 12 months prior to the date of the awarding of the contract. An AMS plant survey audit verifies that, at the time of the survey, the manufacturer produces products in a clean sanitary environment in accordance with *Current Good Manufacturing Practice in Manufacturing, Packing, or Holding Human Food* (21 CFR Part 110).

10.2.2 **PSA.** A PSA conducted by USDA, AMS, or other audit performed by a third party auditing service is required within 12 months prior to the date of the awarding of the contract. An AMS PSA verifies the manufacturer's capability to produce products in a clean sanitary environment in accordance with *Current Good Manufacturing Practice in Manufacturing, Packing, or Holding Human Food* (21 CFR Part 110), and verifies that the manufacturer has in place an internal quality assurance program.

10.3 **Manufacturer’s/distributor’s certification.** When required in the solicitation, contract, or purchase order, the manufacturer/distributor must certify that the salsa distributed meets or exceeds the requirements of this CID. The manufacturer/distributor must certify via a Certificate of Conformance or other adequate documentation (as specified by the purchaser) that the salsa meets the analytical and physical requirements specified in Sec. 7 of this CID.

10.4 **USDA certification.** When required in the solicitation, contract, or purchase order that product quality and acceptability or both be determined, the USDA, AMS, SCP, SCI Division inspectors, must be the certifying program. SCI Division inspectors must certify the quality and acceptability of the salsa in accordance with SCI Division procedures, which include selecting random samples of the salsa, evaluating the samples for conformance with the salient characteristics and analytical requirements of this CID and other contractual requirements, and documenting the findings on official SCI Division score sheets and/or certificates. In addition, when required in the solicitation, contract, or purchase order, SCI Division inspectors will examine the salsa for conformance to the U.S. Standards for Condition of Food Containers (7 CFR Part 42) in effect on the date of the solicitation.

11. **PACKAGING.** Preservation, packaging, packing, labeling, and case marking must be commercial unless otherwise specified in the solicitation, contract, or purchase order.

12. **USDA INSPECTION NOTES.** When Section 10.4 is specified in the solicitation, contract, or purchase order, USDA certification must include evaluation of the quality and condition of samples of salsa and compliance with requirements in the following areas:
A-A-20210D

- Classification (Sec.3).
- Processing guidelines (Sec. 5).
- Salient characteristics (Sec. 6).
- Analytical requirements when specified in the solicitation, contract, or purchase order (Sec. 7). When USDA analytical testing is specified, SCI Division inspection personnel must select samples and submit them to the USDA, AMS, Science and Technology Program (S&TP) laboratory for analysis.
- Packaging requirements (Sec. 11 or as specified in the solicitation, contract, or purchase order).

13. REFERENCE NOTES.

13.1 USDA services.

13.1.1 USDA certification and Plant Survey. For a USDA certification and plant survey contact the Associate Director, Inspection Operations, SCI Division, SCP, AMS, USDA, Room 1536 South Building, STOP 0240, 1400 Independence Avenue, SW, Washington, DC 20250-0240, telephone (202) 720-2482, fax (202) 720-0393, or via E-mail: Nathaniel.Taylor@ams.usda.gov.

13.1.2 USDA FDSS and PSA. For a USDA FDSS and PSA contact the Chief, Auditing Services Branch, SCI Division, SCP, AMS, USDA, Room 1536 South Building, STOP 0240, 1400 Independence Avenue, SW, Washington, DC 20250-0240, telephone (202) 720-5021, fax (202) 260-8927, or via E-mail: fvaudits@ams.usda.gov.

13.1.3 Analytical testing and technical information contact. For USDA technical information on analytical testing, contact a member of the Laboratory Approval and Testing Division, S&TP, AMS, USDA, STOP 0272, 1400 Independence Avenue, SW, Washington, DC 20250-0272, telephone (202) 690-0621 or via E-mail: KerryR.Smith@ams.usda.gov.

13.2 Sources of documents.

13.2.1 Sources of information for nongovernmental documents are as follows:


Copies of the Food Chemicals Codex and U.S. Pharmacopeia may be purchased from: United States Pharmacopeia Convention, 12601 Twinbrook Parkway, Rockville, MD 20877,
telephone (800) 227-8772 or (301) 816-8148 or on the Internet at: http://www.usp.org.

Copies of the USDA Tomato Grade A1 and A2 Color Standards may be purchased from: X-Rite, 4300 44th Street, SE, Grand Rapids, MI 49512, telephone (800) 248-9748 or (616) 803-2100, or on the Internet at: http://www.xrite.com/product_overview.aspx?ID=914.

Copies of the tomatillo color sheets from the Munsell Book of Color Glossy Edition may be purchased from: X-Rite, 4300 44th Street, SE, Grand Rapids, MI 49512, telephone (800) 248-9748 or (616) 803-2100, or on the Internet at: http://munsell.com/color-products/color-communications-products/munsell-books-and-sheets/.


13.2.2 Sources of information for governmental documents are as follows:

Applicable provisions of the U.S. Standards for Condition of Food Containers are contained in 7 CFR Part 42, the National Organic Program are contained in 7 CFR Part 205, the Fair Packaging and Labeling Act are contained in 16 CFR Parts 500 to 503, and the Federal Food, Drug, and Cosmetic Act are contained in 21 CFR Parts 1 to 199. These documents may be purchased from: Superintendent of Documents, New Orders, P.O. Box 979050, St. Louis, MO 63197-9000. Credit card (Visa, MasterCard, Discover/NOVUS, and American Express) purchases may be made by calling the Superintendent of Documents on (866) 512-1800, (202) 512-1800. These documents may also be obtained free of charge on the Internet at: http://www.gpo.gov/fdsys/browse/collectionCfr.action?collectionCode=CFR.


Copies of this CID, the U.S. Standards for Condition of Food Containers (7 CFR Part 42), and beneficial comments, recommendations, additions, deletions, clarifications, etc. and any data which may improve this CID are available from or provided to: Director, SCI Division, SCP, AMS, USDA, 1400 Independence Avenue, SW, STOP 0240, Washington, DC 20250-0240, via E-mail: CIDS@ams.usda.gov or on the Internet at: http://www.ams.usda.gov/grades-

Copies of this CID are also available online at: ASSIST Online (https://assist.dla.mil) or ASSIST Quick Search (http://quicksearch.dla.mil) or from the Standardization Documents Order Desk, Defense Logistics Agency (DLA) Document Services, Building 4D, 700 Robbins Avenue, Philadelphia, PA 19111-5094.

MILITARY INTERESTS: CIVIL AGENCY COORDINATING ACTIVITIES:

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<th>DOJ - BOP</th>
<th>HHS - FDA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Army - GL</td>
<td>USDA - SCP</td>
<td>VA - OSS</td>
</tr>
</tbody>
</table>

Custodians

<table>
<thead>
<tr>
<th>Army - GL</th>
<th>USDA - SCP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Navy - SA</td>
<td>DLA - SS</td>
</tr>
<tr>
<td>Air Force - 35</td>
<td></td>
</tr>
</tbody>
</table>

PREPARING ACTIVITY:

| Army - MD, QM | Navy - MC |

Non-Discrimination Policy: In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA’s TARGET Center at (202) 690-7442. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov. USDA is an equal opportunity provider, employer, and lender.