United States Department of Agriculture

Marketing and Regulatory Programs

Agricultural Marketing Service

Specialty Crops Program

Specialty Crops Inspection Division

Outgoing Processed Raisins

Inspection Instructions

June 2026

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Comments may be submitted to:

Director, Specialty Crops Inspection Division
Specialty Crops Program
USDA, Agricultural Marketing Service
1400 Independence Avenue, SW, STOP 0240
Washington, DC 20250

These instructions replace the Inspection and Grading Manual for Processed Raisins dated April 6, 2007, and include, but not limited to, all previous correspondence, memos, inspection instructions, or procedures.

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INSPECTION INSTRUCTIONS FOR OUTGOING PROCESSED RAISINS

SECTION	PAGE NO.
GENERAL	**1**
PRODUCT DESCRIPTION	1
PRODUCTION FLOW	1
SAMPLING	**2**
LOT INSPECTION	2
ON-LINE (IN-PLANT) INSPECTION	2
DESIGNATED SAMPLING PLAN	2
SAMPLES DRAWN BASED ON WEIGHT	2
RANDOM SAMPLING	3
OUT-OF-GRADE SAMPLES	3
SELECTION OF SAMPLES	3
COMMON SOURCE SAMPLING	4
SAMPLING	4
RECORDING	4
SEGREGATING FAILING SAMPLES	5
COURTESY SAMPLES	5
PURPOSE	5
COURTESY INSPECTION VERSUS OFFICIAL INSPECTION	5
PROCEDURE FOR COURTESY INSPECTION	5
COURTESY TALLY SHEET	5
COURTESY SAMPLES FAILING GRADE REQUIREMENTS	5
FILING COURTESY SAMPLE TALLY SHEETS	6
DISTRIBUTION OF COURTESY TALLY SHEETS	6
POLICY FOR PERFORMING COURTESY INSPECTIONS	6
RAISIN SAMPLING FOR LABORATORY ANALYSIS (PESTICIDE, ORGANIC, OIL DETERMINATION, SULFUR, AND AFLATOXIN INSTRUCTIONS)	6
LOT INSPECTION	6
IN-PLANT SAMPLING	6
SAMPLING FOR AFLATOXIN	7
DRIED FRUIT (INCLUDING RAISINS)	7
EXPORT INCENTIVE PROGRAM SAMPLING	7
REQUEST FOR COURTESY (UNOFFICIAL) INSPECTION	7
SAMPLE ANALYSIS – PROCESSED RAISINS	7
INSPECTION PROCEDURES	7
INSPECTION AND GRADING	**8**

EQUIPMENT, INSPECTION AIDS, AND INSTRUCTIONS 8
WEIGHTS 9
TARE WEIGHT 9
IN-PLANT INSPECTION 9
WHEN NET WEIGHTS MUST BE CERTIFIED 9
EQUIPMENT 9
WEIGHT VERIFICATION SAMPLING 11
REPORTING NET WEIGHTS 11
WHEN NET WEIGHTS ARE NOT REQUIRED 12
VARIATIONS UNDER "GOOD COMMERCIAL PRACTICE" 12
VERIFICATION OF SIMILAR VARIETAL CHARACTERISTICS 13
MOISTURE 14
MOISTURE DETERMINATION 14
PROCEDURE FOR RECORDING OUTGOING MOISTURE 14
ABSENCE OF DEFECTS 17
INSPECTION PROCEDURE FOR DEFECTS 17
MATURITY 18
COLOR AS IT RELATES TO MATURITY 19
MATURITY (B OR BETTER) 20
COUNT 20
ASCERTAINING AND REPORTING COUNTS FOR RAISINS 20
FLAVOR AND ODOR 21
FLAVOR EVALUATION 21
VERIFICATION OF "SIMILAR VARIETAL CHARACTERISTICS" 22
DETERMINATION OF SOUNDNESS AND WHOLESOMENESS 23
REQUIREMENTS 23
ADVERSE FINDINGS 24
DETERMINATION OF COMPLIANCE 24
UNSANITARY CONDITIONS 24
APPLICATION OF TOLERANCE FACTORS 24
SIZES OF SEEDLESS RAISINS 25
TYPE I AND II – SEEDLESS RAISINS 25
SELECT 25
SMALL 25
MIXED 25
SIZE DETERMINATION 25
PURPOSE OF SIZE DETERMINATION 25
WHEN SIZE IS DETERMINED 25

Mechanical Size Grader 26
Procedure for Mechanical Sizing of Seedless Raisins 26
Size Determination of Raisins Using a Metal Sizer Plate 29
Varieties and Types of Raisins Produced in California 29
Raisin Outgoing Compliance Program 30
Transfer of Processed Raisins in Pans or Unsealed Cases 31
Laboratory Sanitation Procedures 31
Daily Observation of Raw Product at Stemmer 33
Frequency of Observations 33
Action by Inspector When Product is Satisfactory 33
Observation of Adverse Conditions at Stemmer 33
Action by Inspector When Packer Refuses to Set Aside Raw Product 33
Microanalysis Procedures 34
Coding 34
When Codes are Required 34
Inspectors Assigned to Processing Plant for the First Time 34
Recording of Container Code(s) 35
Inaccurate, Partial, or Illegible Codes 35
Lot Identification and Definition 35
Identification of Lot 35
Definition of Lot 35
Stored Product Sample – Even Pay Periods 36
Sample Sent to Fresno Area Office 36
Preparation – At the Processing Plant 36
Routine Micro Samples – Odd Pay Periods 37
Daily Micro Samples 37
Preparation – At the Processing Plant 37
Sampling and Inspection Procedure of Packed Raisins – Layers (or Clusters) 38
Procedure 38
Retail Size Packages 38
Bulk ("London" Layers or Clusters) 38
Determination of Soundness and Wholesomeness 39
Size Determination 39
Loose Berries 39
Other Factors in Grade Determination 39
Precautionary Checks After Packing 39
Questionable Lots 40
Inspection of Domestic Non-California Raisins 40

INSPECTION REQUIREMENTS FOR PROCESSED NON-CALIFORNIA RAISINS 40
GOLDEN SEEDLESS RAISINS 41
U.S. STANDARDS 41
COLOR CLASSES 41
COLOR KEYS FOR GOLDEN SEEDLESS RAISINS 41
INTERPRETATION OF COLOR CLASSES FOR GOLDEN SEEDLESS 41
SAMPLE ANALYSIS PROCEDURE – PROCEDURE FOR COLOR DETERMINATION 42
SIZES OF GOLDEN SEEDLESS RAISINS 44
GRADES OF GOLDEN SEEDLESS RAISINS 44
INSPECTION OF IMPORTED RAISINS 44
GUIDE FOR INSPECTION OF IMPORTED RAISINS 44
INSPECTION 44
SAMPLE INFORMATION 45
ANALYSIS AND CERTIFICATION 46
IDENTIFICATION AND SURVEILLANCE 47
BILLING 47
RECONDITIONING 47
BLENDING 48
DISTRIBUTION OF CERTIFICATES 48
OTHER IMPORT REQUIREMENTS 48
DETERMINATION OF SOUNDNESS AND WHOLESOMENESS 49
REQUIREMENTS 49
ADVERSE FINDINGS 49
DETERMINATION OF COMPLIANCE 49
INSANITARY CONDITIONS 49
APPLICATION OF TOLERANCE FACTORS 50
RAISIN PASTE 50
PROCESSING FOR RAISIN PASTE 50
INSPECTION PROCEDURE 50
RAC-15 DAILY PACKOUT REPORT 53
CERTIFICATION 53
OFF-GRADE, DEVIANTS, AND RECHECKS 53
ACTION WHEN SAMPLE FAILS GRADE UNDER IN-PLANT INSPECTION 53
DEVIANTS 55
ACCEPTANCE PLAN – DEVIANTS 56
EXCEPTIONS 56
APPLYING A DEVIANT 56
ALLOWING A DEVIANT 56

CERTIFICATION WHEN A DEVIANT IS APPLIED 57
MOISTURE DEVIANT 57
CERTIFICATE OF QUALITY AND CONDITION (SC-146) 57
LOT ACCEPTANCE – UNDER IN-PLANT INSPECTION 57
RECHECKS 58
PACKER OPTION 58
PROCEDURE FOR RECHECKS 58
MICRO PROCEDURES 59
OTHER SERVICES UNDER THE FEDERAL RAISIN MARKETING ORDER 60
USDA RAISIN PURCHASES 60
SOLICITATION REQUIREMENTS 60
INDIVIDUAL COMMODITY SPECIFICATIONS 60
COMPLIANCE SAMPLES 60
RESERVE POOL TONNAGE 61
LOT TRACEABILITY 61
U.S. FOOD AND DRUG ADMINISTRATION (FDA) REQUIREMENTS 61
NONCOMPLIANCE WITH LABELING LAWS 61
CONDITION INSPECTION AND REPACKAGING 62
CONDITION INSPECTION (TERM OF INSPECTION CERTIFICATE) 62
WHEN TO PERFORM A CONDITION INSPECTION 62
PROCEDURE FOR CONDITION INSPECTION 62
DISTRIBUTION OF SC-489 MEMORANDUM REPORT OF INSPECTION FOR PROCESSED RAISINS 64
CERTIFICATION DATE 64
CORRECTED MEMORANDUM REPORTS 64
VOID MEMORANDUM REPORTS 65
REPACKAGING 65
NOT REPORTED ON RAC-15 (DAILY PACKOUT REPORT) 65
RECONDITIONING BY PROCESS 66
TYPES OF RECONDITIONING 66
RECONDITIONING FOR SANDBURRS 66
TALLY SHEETS 67
REPORTING RECONDITIONED RAISINS 67
MEETING RECONDITIONED RAISINS 67
RAISINS FAILING FOR THE ORIGINAL DEFECT 68
RAISINS FAILING FOR OTHER THAN THE ORIGINAL DEFECT 69
FUMIGATION VERIFICATION PROCEDURE 69
FUMIGATION 69

Government Purchases and Other Raisins 69
Advance Notice 70
Surveillance 70
Date of Fumigation 70
Placarding the Fumigated Area 71
Calculating Fumigator Space 71
Pesticide Safety Information 72
Plant Information File 73
Laboratory Procedures 73
Moisture Determination – Processed Raisins (Use of the Dried Fruit Moisture Meter with Raisin Electrode) 73
Procedures for an Official Moisture Determination 73
When a Moisture Reading Cannot be Determined 74
Checking the Moisture Meter 75
Care of the Food Chopper/Grinder 75
Care of Moisture Meter 75
Airstream Sorter 76
Temperature Stabilization of the Airstream Sorter 76
Feed Hopper Baffle Adjustment 76
Pressure Setting Adjustment on Adjustable Airstreams 76
Airstream Control Check (Ball Check) 77
Non-Standard Procedure 77
Moisture Requirements (Processed Raisins) 77
Sample Preparation 77
Airstream Separation 78
Weighing Separated Raisins and Recording Results 78
Cleaning the Airstream Sorter 79
Miscellaneous Information 79
Scale Instructions 80
Mold – Verification Method for Sun Dried Varieties 80
Sand, Soil, or Similar Inorganic Material 81
Insect Analysis For Layer 82
Records and Reports 83
Tally Sheets 83
Recording 83
Corrections 83
Instructions for Filling Out Tally Sheets 83
Tally Sheet – Unsealed and Uncoded Cases 86

Distribution of Tally Sheets 87
Filing of Tally Sheets 87
Daily Packout Reports (Form RAC-15) 87
Responsibility 87
RAC-15 Daily Packout Report 88
Filing Daily RAC-15 Packout Report 88
Report of Meeting Lots of Processed Raisins Ledger 88
Raisins to be included 88
Completing Report Ledger 89
Distribution of the Report of Meeting Lots of Processed Raisins Ledger 90
Corrected Report of Meeting Lots of Processed Raisins Ledger 90
Certificate of Quality and Condition (SC-146) 92
Distribution of Certificates 92
Miscellaneous Instructions 93
Issuing Certificate Covering Raisins Packed at Other Handler Locations 93
Report of Inspection (Form SC-66) 94
Use of Form 94
Preparation, Proof-Reading, Signing, Signatures, Correcting, Superseding, Typing Errors, and Distribution 94
Completing the Report of Inspection 95
Report of Raisins to be Charged on SC-R183 97
Billing for Other Inspection Services 97
Completing Report 97
Distribution 98
Handling Disputes 98
When Results are Questioned and Certificate has not been Issued 98
When Disputes Arise after Certification has been Completed 99
Appeal Inspections 99
Regulatory Visit 100
Inspector's Responsibility 100
Report of Regulatory Agency Inspection (Form SC-425) 100
Distribution of Documentation 100
Daily Compliance Check Sheet for Processed Raisin Inspection 100
Export Incentive Program 102
Certificates Incentive Program 102
Completion of Certificates 102
Distribution 103
Exported Raisins Returned as Imports 103

File System 103
Outgoing File Index 103
Second Drawer 105
Deadlines 105
Procedures for Outgoing Paperwork Sent to Fresno Area Office 106
Appendix I – Definitions 107
Appendix II – RAC Pallet Control Card Examples 109
Appendix III – RAC-15 – Daily Packout Report 110
Appendix IV – SC-146 – Certificate of Quality and Condition 111
Appendix V – Outgoing Daily Compliance Check Sheet 112
Appendix VI – SC-R82 – Weight Check Sheet 113
Appendix VII – Net Weight of Raisin in Commonly Used Shipping Containers – Ounce (oz) Chart 114
Appendix VIII – Net Weight of Raisins in Commonly Used Shipped Containers – Gram (g) Chart 116
Appendix IX – Mechanical Size Grader 117
Appendix X – SC-R107 – Dehydrator Micro Labels 118
Appendix XI – SC-R183 – Report of Charges for Inspection of Raisins Not Covered by Federal Marketing Order 989 119
Appendix XII – SC-16 – Notice for Hold for Re-Examination 120
Appendix XIII – SC-R79 – FDA Label Violation Letter 121
Appendix XIV – SC-489 – Memorandum Report of Inspection for Processed Raisins 122
Appendix XV – SC-R43 – Surveillance Record 123
Appendix XVI – SC-R40 – Report of Meeting Lots of Processed Raisins 124
Appendix XVII – Allowance for Color and Defects and Acceptance Guides 125
Table I – Seedless Raisins 125
Table II – Sultana Raisins 126
Table III – Raisins with Seeds 127
Table IV – Zante Currant Raisins 128
Appendix XVIII – SC-66 – Report of Inspection 129
Appendix XIX – SC-425 – Report of Regulatory Agency Inspection 130
Appendix XX – Raisin Export Incentive Ledger 131

General

These instructions provide technical and procedural guidance for inspectors when inspecting and certifying processed raisins. They include descriptions of raisin varieties, processing methods, packaging, and required inspection procedures under the Federal Raisin Marketing Order No. 989, as amended, and raisins not regulated under the order.

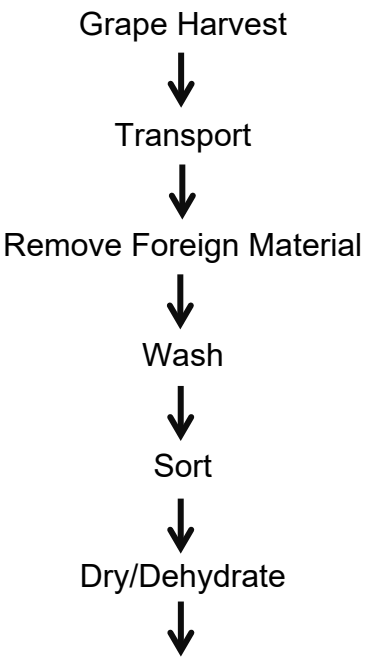
Any portion of these instructions beginning with §52 and followed with **bold** print is material copied directly from the U.S. Standards for Grades of Processed Raisins.

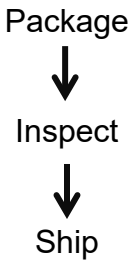
Product Description

§52.1841 Product description. Processed Raisins are dried grapes of the Vinifera varieties, such as Thompson Seedless (Sultanina), Muscat of Alexandria, Muscatel Gordo Blanco, Sultana, Black Corinth or White Corinth. The processed raisins are prepared from clean, sound, dried grapes; are properly stemmed and capstemmed except for cluster or uncapstemmed raisins; are properly seeded in seeded styles; are sorted or cleaned, or both; and except for cluster or uncapstemmed raisins, are washed in water to assure a wholesome product.

§52.1842 Product description of Layer or (Cluster) raisins with seeds. Raisins with Seeds that are referred to as Layer or Cluster raisins means that the raisins have not been detached from the main bunch.

Production Flow





SAMPLING

LOT INSPECTION

Lot inspection is accomplished by drawing samples from warehoused lots in which the packing operations have or have not been observed.

The regulations, as shown in the Sampling Manual, designate only one sampling plan for dried fruits (including raisins), other than dates and figs.

For each 15,000 pounds (or fraction of 15,000 pounds) of product, 6 sample units of approximately 16 ounces each are accumulated into one composite (at least 100 ounces). Each composite must be examined separately, and all must meet the requirements for the U.S. grade.

ON-LINE (IN-PLANT) INSPECTION

DESIGNATED SAMPLING PLAN

There is no sampling plan designated in the regulations (as shown in the Sampling Manual) for on-line inspection of raisins. The following procedures meet the minimum sampling plan designated for dried fruit.

SAMPLES DRAWN BASED ON WEIGHT

Samples are drawn based on weight. A production schedule with the targeted number of cases or the production history is necessary to calculate the correct number of samples to be drawn per line. Multiply the targeted number of cases to be packed, times the weight per case, and divide by 15,000.

> **Example:** 3,000 cases times 30 pounds per case, equals 90,000 pounds, divided by 15,000, equals 6. In this example, a minimum of 6 samples must be drawn from the line.

This is the minimum number of samples, not the maximum number.

For common source production lines, the number of samples will be based on the total projected weight of all the lines.

RANDOM SAMPLING

Sample units are to be selected randomly so that each unit has an equal chance of being selected and are drawn at reasonably regular intervals throughout the production day. The inspector will slightly vary sampling intervals so as not to establish a definite time pattern for sampling. The time between samples may be decreased or increased at the option of the inspector or supervisor, if the minimum sampling rate is met.

OUT-OF-GRADE SAMPLES

When, in drawing or grading a sample, any particular factor appears to be out of grade, the inspector will examine for this defect immediately. If found to be out of grade, the inspector must notify designated plant personnel before completing the grading of other factors.

SELECTION OF SAMPLES

When sampling raisins from the packing line, a composite sample, weighing a minimum of 96 ounces (6 pounds) must be drawn for each 15,000 pounds of product (or fraction of 15,000 pounds). For bulk containers, a portion of the sample may be drawn by taking one handful or more from each of 10 consecutive bulk (25 lbs, 30 lbs, etc.) containers prior to sealing. For retail size containers raisins may be sampled just prior to the filling.

At least 1/4 of all samples must be selected from sealed bulk and retail shipping cases for all raisins other than those in sealed tote bins, for paste, or coated with sugar, lemon, cinnamon, or similar coating. Inspectors are encouraged to select all samples from a sealed shipping case.

The following table is to be used as a guide for determining the minimum number of samples to be selected from sealed shipping cases:

Total Number of Samples Graded *(per tally sheet)*	**Minimum Number of Samples Drawn from Sealed Cases**
1 – 4	1
5 – 8	2
9 – 12	3
13 – 16	4
17 – 20	5

The tally sheet includes a column that must be completed for each sample graded where the inspector will indicate whether the sample was selected from a sealed case or prior to the sealing of the cases.

When sampling from sealed cases, the inspector must draw a 96-ounce (6-pound) sample from one sealed case and complete a full evaluation of the sample and record the results on the tally sheet. The inspector will record the actual time the sample was drawn from sealed cases.

COMMON SOURCE SAMPLING

Common source is a location at the head or origin of multiple lines, beyond which no further quality changes will occur.

SAMPLING

Sample units drawn at the origin or at any one of the multiple lines (which may be different container sizes) will represent all lines. If there are line personnel or mechanical devices that influence the quality of the product on one of the multiple lines, this line must be sampled individually beyond the point of influence.

Common source sampling can only be used when identical fruit is being distributed to more than one line.

It is customary, when using common source sampling, to rotate the higher volume lines from which the sample is drawn.

RECORDING

When the sample unit is drawn directly from the origin of the common source, the inspector will record the sample unit on the tally sheet in the normal manner. The same breakdown information is recorded on the other common source tally sheet(s). All tally sheets using common source sampling must have “Common Source” and the point of origin noted on top of the tally sheet.

If one or more lines are changed so that they can no longer be considered as common source, the inspector will note this in the Remarks section of the tally sheet. Lines not covered by a common source must be sampled independently and will have a separate breakdown and grade.

When common source sampling is being used and the inspector observes a moisture variation of consequence in the product, moisture determinations will be taken for each line.

SEGREGATING FAILING SAMPLES

When common source sampling is being used on multiple lines and a sample exceeds the grade limits, the failing portion for all the processing lines with this failing grade will be segregated and identified with red RAC pallet control card(s) (Appendix II).

COURTESY SAMPLES

Courtesy samples are precisely what the name implies, a courtesy. The packer will process raisins and catch the raisins in pans or other suitable containers to be packed at a later date.

PURPOSE

Most packers prefer that a courtesy inspection be performed on these raisins at the time of processing to identify any problems before the actual packing.

COURTESY INSPECTION VERSUS OFFICIAL INSPECTION

All raisins covered under the Federal Raisin Marking Order must be officially inspected prior to shipment. Courtesy inspections are not recognized as official inspections.

PROCEDURE FOR COURTESY INSPECTION

A courtesy inspection must be performed in the same manner as an official inspection. The results will be recorded on a SC-364-167 Processed Raisins Tally Sheet.

COURTESY TALLY SHEET

On the heading of the tally sheet, enter:

- In the space labeled “Case Code,” enter “Courtesy Inspection.”
- In the space labeled “Size and Type Container,” enter “Plastic Pans” or the type of container being used.

COURTESY SAMPLES FAILING GRADE REQUIREMENTS

Should a courtesy sample fail grade requirements:

- Notify the designated plant official of the findings.
- Do not segregate or identify with red RAC pallet control cards (Appendix II) unless the packer requests this action.

FILING COURTESY SAMPLE TALLY SHEETS

Courtesy sample tally sheets must be filed in the courtesy file.

DISTRIBUTION OF COURTESY TALLY SHEETS

Copies of the courtesy sample tally sheet(s) is/are distributed to the packer. However, results of courtesy samples are not official, and do not represent any lot.

POLICY FOR PERFORMING COURTESY INSPECTIONS

Courtesy samples will be performed at the packer's request when possible. However, no additional USDA personnel are to be used for this purpose, and no overtime is to be involved, unless the packer agrees to compensate SCI Division for such service by including the weight of the courtesy inspection on the RAC-15 Daily Packout Report (Appendix III).

RAISIN SAMPLING FOR LABORATORY ANALYSIS (PESTICIDE, ORGANIC, OIL DETERMINATION, SULFUR, AND AFLATOXIN INSTRUCTIONS)

LOT INSPECTION

- A composite sample consists of six sub-samples of approximately 16 ounces each for total of 100 ounces.
- After the mixing procedure is completed, one pound from the mixed composite sample is drawn and submitted to the Fresno Area Office laboratory for analysis.
- Identify the sample by packer, lot, and other pertinent information.

IN-PLANT SAMPLING

1. From each sample unit drawn for quality (online grading), draw an equal portion of the sub-sample (minimum 8 ounces).
2. Combine all sub-samples into a composite sample.
3. Mix the composite thoroughly.
4. Draw one pound from the mixed composite sample and submit to the Fresno Area Office laboratory for analysis.
5. Identify the sample by packer, lot, and any other pertinent information.

SAMPLING FOR AFLATOXIN

DRIED FRUIT (INCLUDING RAISINS)

Draw 50 one-pound sample units for a total sample of 50 pounds for any size lot. The composite sample will be sent to the Fresno Area Office.

Caution: Under in-plant sampling procedures, a lot is defined as a period of consecutive production with no more than one production shift (24 hours maximum).

EXPORT INCENTIVE PROGRAM SAMPLING

Raisin packers must notify the inspection service of lots packed for the export incentive program. Only natural seedless raisins or Zante Currants can be shipped under the program.

Oleate and Related Seedless Raisins are not Allowed Under the Export Program.

Generally, but not always, oleate-treated raisins are finely wrinkled and slightly lighter in color than natural sun-dried seedless raisins. If a grader inspects any raisins submitted for the export incentive program suspected of being treated with oleate, a one-pound sample will be submitted to the Fresno Area Office through the supervisor.

The grader must identify the sample as an “export incentive compliance sample,” including the date of pack, container type and size, label, container number, and any other information that may help identify the lot.

The samples will be sent to the RAC compliance office for testing for oleate residue.

REQUEST FOR COURTESY (UNOFFICIAL) INSPECTION

An unofficial inspection is a sample drawn by someone other than an official USDA sampler and delivered to a USDA inspector for grading.

SAMPLE ANALYSIS – PROCESSED RAISINS

INSPECTION PROCEDURES

Mixing and Stem Count

1. Place three identical mixing trays side by side

2. Distribute the raisins from the sample bucket equally into the trays. Mix the raisins around in the trays to check for stems. Observe the raisins for stems during this procedure until the analysis is complete.

3. Combine all raisins into one of the three mixing trays.

4. Place the other two mixing trays side by side, with edges overlapping.

5. Distribute the combined composite sample from the one mixing tray into the two mixing trays, splitting the sample equally and checking for stems in each tray.

6. Recombine the sample into one mixing pan. This procedure of "split and recombine" must be repeated two more times for a total of three times.

7. All samples for the inspection analysis, including moisture determination must be taken from the final recombined composite sample.

   Note: Do not record the stem count on the tally sheet until the analysis is completed. Occasionally, stems may be overlooked in the stem-checking procedure and may show up later when analyzing the sample.

8. When drawing a sample, or at any point during sample analysis, if any factor appears to be out of grade or out of the packer's specifications, examine the sample for the questionable defect(s) immediately. If the sample is out of grade or does not meet the buyer's specifications, immediately notify the processor.

INSPECTION AND GRADING

EQUIPMENT, INSPECTION AIDS, AND INSTRUCTIONS

- U.S. Standards for Grades of Processed Raisins
- Inspection Aid No. 115 Identification of Defects in Raisins
- AIM Inspection Series Manuals
  - Foreign Material Manual
  - General Processed Procedures Manual
  - Sampling Manual
  - Technical Procedures Manual
  - Section 8e Marketing Order Manual
- FDA Food Defect Action Levels Handbook *Please refer to the* FDA Macro-Analytical Procedures Manual for MPM-V76*.*
- SC-364-167 Processed Raisins Tally Sheet (intranet link)
- Moisture meter
- Airstream sorter
- Mechanical size grader

WEIGHTS

TARE WEIGHT

This procedure applies to all types of primary containers, except those made of polyethylene or another thin plastic film, when the weight of the primary container constitutes a very small percentage of the total gross weight and is quite uniform. In such light, uniform-weight polybags, a single bag from the lot may be used as the tare.

IN-PLANT INSPECTION

Select 15 empty containers (with lids, if appropriate) at random and weigh them collectively, if possible. Use the average weight from these 15 containers as the tare. Make this tare determination at least twice a week, and again whenever the container supply changes. The inspector may determine the tare weight more often if it is suspected of being incorrect. Tare weights often vary under certain weather and fiber storage conditions.

See General Processed Procedures Manual, *Determining Tare Weight* section, for optional tare procedures.

WHEN NET WEIGHTS MUST BE CERTIFIED

Net weights are usually determined and reported on the SC-146 Certificates of Quality and Condition (Appendix IV) when:

- Required by buyer or government.
- Requested by the applicant.
- Bulk containers between 10 and 40 pounds.
- Subsidy payments are involved.

EQUIPMENT

Accurate scales of adequate capacity are necessary for correct net weight determinations.

- **Retail-size Containers**

  The scales must be calibrated so net weights can be determined to at least the nearest 1/4 ounce. Scales calibrated in 1/10 ounce are preferred and will be used whenever possible.

- **Bulk Containers**

  A scale calibrated to 1-ounce readings is satisfactory for determining net weights from bulk containers. The weight is read to the next lower ounce.

  When the declared net weight is in metric units (kilogram or gram) and only an avoirdupois (pound or ounce) scale is available, convert the net weight. If the net weight equals or exceeds the label weight, the containers may be certified as "Meets Label Declaration."

  > **Example:** The plant packs 12-1/2 kg cases. To certify as "Meets Label Declaration," the inspector will verify that the packer's scales are set equal to, or more, in pounds than 12-1/2 kg, which equals 27.557 pounds.

- **When Adequate Scales are Unavailable**

  When net weights are to be checked on plant premises (either under in-plant inspection or lot inspection) and adequate scales are not provided, the inspector must:

  - Immediately inform the packer that:
    - Adequate scales are necessary for determining net weights. If a buyer or applicant (such as, but not limited to, government agencies) requests that net weights be certified, and the inspector cannot properly determine the net weights, certification must be withheld pending instructions from the buyer or applicant; or
    - The lots may be certified without reference to net weights.
  - Show the statement "adequate scales not available" at the bottom of the tally sheet.

- **Checking Weights**

  The inspector is responsible for the accuracy of the certified weights. The procedure is as follows:

  - In the plant information file, list all items that require net weight certification. Check with plant management to keep the file current.
  - Check the scales daily and document on the Daily Compliance Check Sheet (Appendix V).

- The inspector will level and tare all scales daily, usually at the beginning of a shift and as often as necessary thereafter. Instructions are in this document.

Whenever a scale or tare is suspected of being inaccurate, the inspector will notify the Inspector-In-Charge or the Sub-Area Supervisor.

WEIGHT VERIFICATION SAMPLING

In-Plant Inspection

The minimum sampling rate is 10 primary containers per hour during pacing operations. The weights are recorded on the appropriate SC-R82 Weight Check Sheet (Appendix VI).

Lot Inspection

- Retail Containers

  For containers weighing over 8 ounces, a minimum of 6 sample units must be weighed for each composite sample. For retail containers weighing less than 8 ounces, weigh 12 sample units for each composite sample.

- Bulk Containers

  - In lots of 25 containers or less, weigh every primary container
  - In lots of 26 to 1,000 containers, weigh 4 percent or 25 primary containers, whichever is more.
  - In lots of over 1,000 containers, weigh 2 percent or 40 primary containers, whichever is more.

REPORTING NET WEIGHTS

Each net weight determination will be recorded on the SC-R82 Weight Check Sheet (Appendix VI). Containers of the same weight will use the same sheet, regardless of the variety or brand. Make a notation on the Weight Check Sheet when a brand or variety change is made. The Weight Check Sheet is to be filled in with:

- Inspector's name
- Date
- Code

- Line (bulk, consumer, etc.)
- Checker (if different than inspector)
- At the end of each day, show the net weight average in the space provided on the Weight Check Sheet. If the average net weight meets the declared weight, calculating the actual average will not be necessary. Report as "Average _____ (ounces (oz)) or (pounds (lbs)) or more."
- Ounce weight chart (Appendix VII)
- Gram weight chart (Appendix VIII)

WHEN NET WEIGHTS ARE NOT REQUIRED

When the packer does not require USDA inspectors to check weights, obtain a letter from the packer stating that check weighing is not required. File the letter in the plant information file. Notation on the tally sheet, such as "Adequate scales not available" or "Net weights not determined," is unnecessary when this occurs.

The letter from the packer does not relieve the inspector of the responsibility of checking weights. The inspector will continue to check weights periodically and notify the packer when they fall below the standard for good commercial practice. However, the inspector will not need to record net weights on a Weight Check Sheet (Appendix VI).

VARIATIONS UNDER "GOOD COMMERCIAL PRACTICE"

Where labels say, "Minimum Quantity," no deviation below the declared label minimum is permitted. If the label statement is not qualified to show that the quantity expressed is the minimum quantity, the statement will be considered to express the average quantity. Follow the Technical Procedures Manual when applying the guides for "Good Commercial Practice" in this instruction. Allow one container in 48 to deviate beyond the range of "Good Commercial Practice."

Carton, Case, or Bag Weight	Lower Limit Variation	
1/2 oz	0.10 oz	2.83 g
1 oz	0.25 oz	7.09 g
1-1/2 oz to 3 oz	0.50 oz	14.18 g
4 oz to 5 oz	0.75 oz	21.26 g
6 oz to 14 oz	1.0 oz	28.35 g
15 oz to 23 oz	1.5 oz	42.53 g
24 oz to 31 oz	2.0 oz	56.70 g
2 lbs to 9 lbs	3.0 oz	85.05 g
10 lbs to 19 lbs	5.0 oz	
20 lbs to 40 lbs	8.0 oz	

Ounce = oz Pound = lbs Grams = g

VERIFICATION OF SIMILAR VARIETAL CHARACTERISTICS

The United States Standards for Grades of Processed Raisins require that the product have similar varietal characteristics unless mixed varieties are present. Mixed varieties within individual containers will be certified in accordance with United States Standards.

Occasionally, mixed varieties of raisins, all of which are covered by the Federal Raisin Marketing Order, will be submitted for inspection. Based on experience and training, the inspector will determine that each lot offered for inspection is of a single varietal type (or mixture) properly identified as declared by the applicant. In the inspection, the inspector will determine the approximate percentage by weight of each variety on the tally sheet.

If any lot contains 2% or less of a similar varietal type, no exception must be taken, and the lot will be certified as the variety presented for inspection.

If any lot contains more than 2% of a similar varietal type, the lot will be certified as Mixed Variety, and an approximate percentage by weight of each variety will be reported on the tally sheet. The grade for many mixed types of processed raisins will be the lower (or lowest) grade of any varietal type in the mixture based on the respective requirements for each type.

If any lot contains dissimilar varietal types, regardless of the percentage, it will be certified as a Mixed Variety, and the approximate percentage of each variety will be reported on the tally sheet. The grade for many mixed types of processed raisins must be the lower (or lowest) grade of any varietal type in the mixture based on the respective requirements for each type.

MOISTURE

MOISTURE DETERMINATION

Determine the moisture using approximately one pound (454 grams) of raisins from the composite sample.

- Record the moisture percentage in the "% Moisture" column on the tally sheet. The moisture content of raisins is one of the most important factors contributing to raisin quality and successful storage. Accordingly, this factor will receive considerable attention, and the inspector must recognize its importance.

- Inspectors should note that the U.S. Standards have different maximum moisture allowances for different varietal types. For example, the moisture allowance for Zante Currants is 20 percent, while the moisture tolerance for Natural Thompson Seedless is 18 percent.

- Moisture is determined using the Dried Fruit Moisture Meter, available to all inspectors in California's raisin-producing and processing areas. Instructions for moisture determination and meter use can be found within the Laboratory Procedures, Moisture Determination section of this manual.

- Raisins coated with lemon, cinnamon, or similar coatings are sampled for moisture before coating. They are not sampled from sealed cases. Raisins coated with sugar are sampled after coating. Moisture tests on sugar-coated raisins are run using the chart specifically for this purpose.

- Timers must be used for all moisture tests.

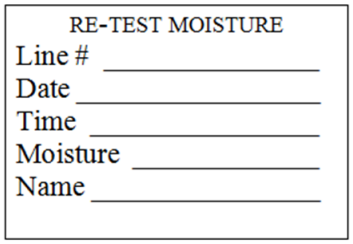
PROCEDURE FOR RECORDING OUTGOING MOISTURE

- The tally sheet contains three columns for moisture: "% Moisture," "Adjust," and "Retest."

- Follow the procedure for moisture testing as outlined in the previous section. Record the reading in the "% Moisture" column. Online moisture readings from 18.1% to 18.4% will be recorded as such in the "% Moisture" column, and an adjusted reading of 18.0% will be recorded in the "Adjust" column. Notify the packer anytime the online moisture is above 18.0%. Enter the name of the person notified in the Remarks section.

- Online moisture readings of 18.5% or higher require that all affected product be placed on hold. Place a two-pound sub-sample from the composite sample in a plastic bag. Label the sample with a Re-Test Moisture stamp, seal it with USDA

official sample security tape, and keep it under USDA control. See stamp illustration below.



- Draw a new sample at least every 15 minutes to check for moisture only. Save an additional two-pound sub-sample as long as the moisture exceeds the maximum.

  Note: Full breakdowns must be completed at regular intervals.

  After a minimum of 12 hours, run a moisture test on the two-pound sub-sample. Record that moisture in the "Retest" column. Stamp the back of the tally sheet with the Re-Test Moisture stamp and fill in the required information.

  Re-test moisture readings of 18.0% or lower meet. Release the held product.

  Re-test moisture readings of 18.1% or higher; fail. Follow normal re-check procedures.

  A handler may request that a moisture re-test be performed before the initial 12 hours. The handler must initial the Re-Test Moisture stamp on the back of the tally sheet. If the moisture fails, follow normal re-check procedures.

  Re-check for moisture must not be performed before the re-test for moisture.

- Buyer specifications with a maximum moisture of 18.0% will be handled similarly. There is no tolerance for online moisture that exceeds the limits of buyer specifications unless the specification maximum is 18.0%.

  For example, if the buyer specifies 14-16% moisture, the sample will fail the specification at 16.1%. Place the product on hold. Save a two-pound sub-sample and follow the procedures described above. If the re-test moisture fails to meet the specification, keep the product on hold and follow normal re-check procedures. If the processor accepts the product at the re-test moisture level,

the lot may be released, and the re-test moisture readings will be used on the certificate.

Authorized plant personnel can accept or reject product outside the allowable tolerances of buyer specifications. Record the following in Remarks: person notified, time notified, and if product was accepted.

- The adjusted moisture procedure may be applied to the following processed raisin varieties:

Type/Variety	Moisture Online	Moisture Adjusted
Delight Dipped Seedless Dovine Emerald Fiesta Golden Seedless Layered Seedless Natural Thompson Seedless Perlette Raisins with Seeds (-1.5%) Sultana Summer Muscat Superior	18.1 - 18.4	18.0
Beauty Black Imperial Blush Flame Monukka Type Raisins with Seeds Removed Ruby	19.1 - 19.4	19.0
Zante Currant	20.1 - 20.4	20.0
Layered Raisins with Seeds *(Adjustments will be made if a U.S. grade is required. Otherwise, there is no limit for moisture outlined in the Federal Raisin Marketing Order).*	23.1 - 23.4	23.0

ABSENCE OF DEFECTS

The U.S. Standards for Grades of Processed Raisins specify tolerances for defects within each respective grade classification.

A well-mixed sub-sample of the proper size for the particular analysis is weighed from the blended composite gross sample and examined on a white tray for defects. The defects are picked out and placed in individual pikes according to category and then weighed or counted as applicable. The calculated percentage of defects, based on a "by weight" basis, will generally be determined on a gram scale. Using the gram equivalent tables in these inspection instructions, convert the weight to a percentage.

Certain conditions can occasionally cause seeds to develop in seedless grape varieties. Therefore, all graders must check for seeds in processed seedless raisins.

The U.S. Standards for Grades of Processed Raisins have no allowance for seeds in Type I Seedless Raisins or Type II Golden Seedless Raisins. When a fully developed seed is found in seedless raisins, the lot will be classified as Type VI Mixed Types or Varieties (Seedless Raisins and Raisins with Seeds).

The same one-half pound sample used to grade defects will also be used for seeds. The percentage by weight of raisins with seeds will be determined and recorded on the tally sheet. When it is determined that seed(s) are present, the raisins will be certified as Type VI without showing seed percentages. The grade statement on the certificate will be flagged to read, "See label statement above for type" when the label states seedless raisins.

Vestigial or rudimentary seeds, which are normally present in seedless raisins, will not be scored; only hard, fully developed seeds will be scored.

Seeds are not a failing defect for either imported or domestic raisins. However, their presence is undesirable to certain buyers. All graders must check for seeds.

INSPECTION PROCEDURE FOR DEFECTS

1. Weigh 1/2-pound (227 grams) of raisins from the original composite sample for the analysis.

2. Place the 1/2-pound sample on a flat white grading tray.

3. Arrange the raisins near the center of the grading tray. Roll the raisins toward you, segregating the raisins containing defects (including those with capstems attached and loose capstems). Keep raisins with defects segregated by defect type at the opposite end or side of the grading tray.

4. After completing the examination of the raisins one time, turn the grading tray in the opposite direction and examine the raisins a second time for defects.

5. Weigh each defect separately.

6. Convert the weight of each defect to percent using the 8-ounce conversion chart.

7. Record the percentage of defects (per defect) in the appropriate block on the tally sheet.

   Note: If the results of the breakdown exceed the grade limits for defects such as capstems, damage, mold, etc., weigh an additional one-half pound from the original composite sample and examine for the factor causing the product to be out-of-grade. For capstems, add the results of the two 1/2-pound samples, then record the total for the one-pound sample on the next line of the tally sheet. For other defects, average the results of the two 1/2-pound samples and record the average on the next line of the tally sheet. Besides the recorded results, write "Total 1 lb sample."

   When setting out raisins, set out raisins for all lines covered by the common source sample, except for moisture. Before setting out all lines for moisture, separately check the moisture on all lines covered by the common sample; then set out raisins only on the line(s) that fail the moisture limit.

8. Record the count of stems and capstems in the appropriate block on the tally sheet.

9. When grading small, processed raisins, verify visual substandard and undeveloped percentages twice per shift, when practical, with an airstream sorter check. Record the results on the Daily Compliance Check Sheet (Appendix V). Adjust visual grading to closely match the airstream and record "A/S" in the Remarks section of the tally sheet.

   The airstream sorter should not be used as a matter of course when grading Select or Mixed raisins. Select/Mixed raisins can be run through the airstream sorter for substandard verification at the inspector's discretion.

MATURITY

The U.S. Standard for Grades of Processed Raisins has minimum requirements in each grade for the raisins' development characteristics. These requirements act as stoppers (or limiting rules) for determining each grade. Raisins may not be given a higher grade than is indicated by the grade level for "development characteristics."

The “development characteristics” by which the inspector will judge the maturity grade of an individual raisin are described as follows, and each raisin in a sample is to be classified according to these descriptions:

- **Well-matured and reasonably well-matured** raisins are full-fleshed and rounded in appearance and may have numerous fine wrinkles or shallow wrinkles with thick-edged ridges.

- **Fairly well-matured** raisins are thin-fleshed and angular in appearance, with deep wrinkles and thin-edged ridges.

- **Substandard** raisins are practically lacking in flesh and have deep wrinkles with high, sharp ridges.

- **Undeveloped** raisins are small, shriveled berries and are referred to as “worthless.”

COLOR AS IT RELATES TO MATURITY

The following explanation of color may serve as an aid to maturity classification, but inspectors must not rely solely on these descriptive terms:

- In natural, sun-dried raisins, “well-matured” and “reasonably well-matured” are generally dark brown to bluish-brown and should be reasonably free from lighter shades of brown raisins.

- “Fairly well-matured” raisins are generally reddish brown and free from darker shades of brown. The group's general appearance will be reddish-brown, indicating low sugar content.

- “Substandard” and “undeveloped” raisins are generally reddish in color.

- “Well-matured” and “reasonably well-matured” currants are generally bluish-brown to bluish-black and should be reasonably free from lighter shades of brown.

- “Fairly well-matured” currants are generally brown.

- “Substandard” and “undeveloped” currants are generally reddish in color.

- In Golden Seedless raisins, color is not a factor in maturity determination.

MATURITY (B OR BETTER)

1. Weigh 100 grams of raisins from the original composite sample.

2. Place the 100 grams of raisins on the grading tray.

3. Arrange the raisins near one end of the grading tray. Roll the raisins toward you, segregating and combining "C" grade and substandard raisins from the sample.

4. Weigh the combined "C" grade and substandard raisins. Subtract the weight from 100. The difference is the percentage of B or Better for the sample.

   Another method is to weigh the sample, excluding the raisins segregated as "C" grade and substandard. The weight of the sample is the percentage of B or Better for maturity.

   Example: The weight of segregated "C" grade and substandard raisins is 24 grams. 100 - 24 = 76. The B or Better percentage is 76.

COUNT

ASCERTAINING AND REPORTING COUNTS FOR RAISINS

Packers or buyers occasionally request that the count per pound of raisins be certified. The inspector will always report the range and average per pound on the certificate regardless of the wording of the packer's or buyer's request (or implied desire).

> **Example:** The packer states that he has an order for raisins, and the count for this order cannot be less than 1,300 or more than 1,600 per pound.

When a count per pound is made, the following procedure must be used:

1. From each well-mixed composite sample, weigh 1/2-pound (227 grams). Count the raisins of the 1/2-pound sub-sample. Double the count of the sub-sample. The total is the count per pound.

2. Record the total count per pound under Remarks on the tally sheet, opposite the sample the count represents (actual count).

3. Calculate the average from the counts recorded:

   To find the average for all samples, divide the number of counts taken by the total number of counts.

Example: Actual counts of 1/2-pound (227 grams) samples:

Weight	Recorded As
714 x 2 = 1,428/lb	1,428/lb
696 x 2 = 1,392/lb	1,392/lb
758 x 2 = 1,516/lb	1,516/lb
796 x 2 = 1,592/lb	1,592/lb
Total of all Counts	5,928

In the above example, four counts were taken. Four counts divided by the total of all counts (5,928) equals 1,482 per pound. Round 1,482 to the nearest 10 and record as such: 1,480 per pound.

4. Certify the average per pound as recorded:

   From example above: Count 1,392 to 1,592 – Average 1,480 Per Pound

   Note: Always determine size regardless of count per pound.

Unofficial counts must not be recorded on official tally sheets or be maintained as part of official records.

FLAVOR AND ODOR

FLAVOR EVALUATION

The United States Standards for Grades of Processed Raisins require that U.S. Grade A and U.S. Grade B raisins possess a “good characteristic flavor” and that raisins in U.S. Grade C possess a “fairly good flavor.”

- This means that for U.S. Grade A and U.S. Grade B, the flavor must be good and characteristic of the varietal type. Enter the letter “G” in the appropriate box on the tally sheet for good flavor.

  G = Good (Normal or Typical)

- For U.S. Grade C, the flavor must only be fairly good. This means that no objectionable flavor of consequence should be present. Enter the letters “FG” in the appropriate box on the tally sheet for fairly good flavor.

  FG = Fairly Good

- To evaluate flavor, the inspector must taste representative samples of each lot and rely on training and experience, together with supervisory guidance.

- When a representative sample is drawn and evaluated for flavor by tasting the raisins and is found to possess an objectionable flavor of consequence, the inspector must take the following action:

    1. Segregate the portion of the product with the objectionable flavor and identify it with red and white RAC pallet control card(s) (Appendix II).

    2. Notify the designated plant official of findings and action taken.

    3. In the appropriate box on the tally sheet, under the column headed "Color & Flavor", enter the letter "F" and circle, indicating that the raisins have poor flavor and are not typical for the variety. In the remarks column, record the number(s) of the RAC pallet control card(s) and case count, making a notation stating why the raisins were segregated.

        F = FAILS REQUIREMENTS FOR U.S. GRADE C

    4. Inform the supervisor of the findings and request a second opinion.

VERIFICATION OF "SIMILAR VARIETAL CHARACTERISTICS"

The United States Standards for Grades of Processed Raisins require that the product be of similar varietal characteristics unless mixed varieties are present. Mixed varieties within individual containers will be certified based on the Type VI – Mixed Types of Raisins in the grade standards.

Occasionally, mixed varieties of raisins, covered by the Federal Raisin Marketing Order, will be submitted for inspection. Based on experience and training, the inspector must determine that each lot offered for inspection is of a single varietal type (or mixture) properly identified as declared by the applicant. In the inspection, the inspector will determine the approximate percentage by weight of each variety on the tally sheet.

If any lot contains 2% or less of a similar varietal type, no exception must be taken, and the lot will be certified as the variety presented for inspection.

If any lot contains more than 2% of a similar varietal type, the lot will be certified as Mixed Variety, and an approximate percentage by weight of each variety reported on the tally sheet. The grade for many mixed types of processed raisins will be the lower (or lowest) grade of any varietal type in the mixture based on the respective requirements for each type.

If any lot contains dissimilar varietal types, regardless of the percentage, the lot will be certified as Mixed Variety, and the approximate percentage of each variety will be reported on the tally sheet. The grade for many mixed types of processed raisins will be the lower (or lowest) grade of any varietal type in the mixture based on the respective requirements for each type.

Examples of Single and Mixed Varieties

Varietal Type	Inspection Findings	Certified As
Seedless – Sultanas/Flames	Similar by less than 2% Sultanas	Seedless
Seedless – Sultanas/Flames	Similar but exceeds 2% Sultanas	Mixed Variety
Seedless – Golden Seedless	Dissimilar	Mixed Type
Seedless – Raisins with Seeds	Dissimilar	Mixed Variety

Contact a supervisor if the inspector has any doubt about the varietal type.

Mixed Varieties

Check raisins for seeds and mixed varieties.

Tolerances:

2% – Similar variety

0% – Dissimilar variety

Example: 1 seed in a non-seeded variety – "Dissimilar"

Example: Natural Thompson Seedless and Sprayed on Tray or Sprayed on Vine – "Similar."

DETERMINATION OF SOUNDNESS AND WHOLESOMENESS

REQUIREMENTS

The standards require that processed raisins be prepared from clean, sound, dried grapes that are properly stemmed and capstemmed (except cluster or uncapstemmed raisins) and sorted or cleaned to ensure a wholesome product.

This means no foreign substances or evidence thereof of material consequence, such as insect infestation, insect damage, rodent or bird contamination, sand, silt, sandburrs, mold decomposition, fermentation, spray residues, off-flavors, or odors will be present.

The inspector must examine the raisins to determine their degree of freedom from these factors.

ADVERSE FINDINGS

When inspections are performed under the Federal Raisin Marketing Order and the inspector's findings indicate that the raisins contain any of these elements in quantities of material consequence (i.e., more than good commercial practice), certify the lot as failing to meet the Federal Raisin Marketing Order and provide the reasons.

DETERMINATION OF COMPLIANCE

In determining compliance with the wholesomeness standards, the inspector must rely primarily on evidence from the finished product, unless observations of the conditions under which the raisins are stored, processed, and packed have been made. Both the conditions under which the product has been stored, processed, and packed, if observed, and the evidence found in the finished product will be used to decide on the product's wholesomeness.

UNSANITARY CONDITIONS

Raisins stored, held, processed, or packed under unsanitary conditions violate the Federal Food, Drug, and Cosmetic Act. Federal or state food regulatory agencies may institute seizures if a food product is prepared, processed, or packed from raw materials that have been stored or held under unsanitary conditions or from raw materials unsuitable for packing a wholesome product.

If the inspector personally observes such adverse conditions, promptly notify the packer and suggest tactfully but strongly that such adverse conditions be corrected immediately to minimize failures because of these conditions. Any raisins that are unquestionably infested or contaminated, based on visual findings or microanalysis, or which are packed under unquestionably unsanitary conditions and contain supporting evidence of objectionable foreign material, will be certified as failing to meet the requirements of the Federal Raisin Marketing Order, as amended.

It is not necessary to perform microanalysis on raisins that are obviously infested or contaminated. Such analyses, however, should be performed for verification or as supporting evidence when visible evidence indicates that the raisins may be infested or contaminated due to adverse plant storage or processing conditions.

APPLICATION OF TOLERANCE FACTORS

The inspector will work closely with the supervisor, who will, in turn, work closely with the area Officer-In-Charge to evaluate the product's wholesomeness and apply the factors for which official tolerances have been established.

Sizes of Seedless Raisins

Type I and II – Seedless Raisins

Select

Select size raisins means that no more than 60 percent, by weight, of all the raisins will pass through round perforations 22/64 inch in diameter, and not more than 10 percent, by weight, of all the raisins may pass through round perforations 20/64 inch in diameter.

Small

Small size raisins means that 95 percent or more, by weight, of all the raisins will pass through round perforations 24/64 inch in diameter, and not less than 70 percent, by weight, of all the raisins will pass through round perforations 22/64 inch in diameter.

Mixed

Mixed size raisins are raisins that do not meet the requirements for “select” or “small” size.

Size Determination

Purpose of Size Determination

Size is not a quality factor for raisins. However, in addition to being useful information in the marketing of processed raisins and buyer-seller contracts, size must be determined under the following conditions:

- The size of Seedless and Golden Seedless raisins must be determined for the tolerance of Substandard and Underdeveloped.

- The size of the Layer (or Cluster) raisins with seeds is a requirement of both U.S. Grade A and U.S. Grade B standards.

When Size is Determined

Size determination should be made on the first sample drawn at the beginning of a shift and at approximately two-hour intervals thereafter. It must also be determined if the variety changes or if a size change is observed at any time.

MECHANICAL SIZE GRADER

The USDA has developed a mechanical size grader (Appendix IX) to determine the size of seedless raisins; it must be used when available.

PROCEDURE FOR MECHANICAL SIZING OF SEEDLESS RAISINS

1. Equipment

   - Gram scale, scoop, and balance
   - Plastic container
   - Corn starch
   - Mechanical size grader (Appendix IX)
   - Set of three nested size screens and a solid pan

     The sizes of the nested pans are 20/64, 22/64, and 24/64.

2. The set of three nested size screens and the solid pan are placed on the tray of the mechanical shaker and fastened in place with the tension clasp and spring provided. The order of the screens from top to bottom is 24, 22, 20, and a solid pan.

3. Weigh 227 grams of raisins from a thoroughly mixed composite sample and place into a plastic container. Add approximately one teaspoon of corn starch and shake until the sample is coated (about 30 seconds).

4. Empty the raisins into the 24/64 screen (top screen) and set the time switch for 5 minutes of operation. Do not include excess corn starch.

   Note: The timer should be checked weekly.

5. When the shaker shuts off, remove the size screens from the shaker. Separate the three size screens and weigh the raisins on each screen, as well as the bottom solid pan, on a gram scale to determine the percentage of raisins in each size group. These percentages determine raisin size, as specified in the U.S. Standards for Processed Raisins.

   - **Select Size**

     Limited to 10.0% through 20/64 screen

Limited to 60.0% through 22/64 screen

(1) Weigh the raisins from the bottom pan. Use the 8-ounce conversion chart to determine the percentage through the 20/64 screen.

Example: The weight of the raisins from the bottom pan is 10.0 grams. 10.0 grams, converted from the 8-ounce conversion chart, equals 4.4%. Enter the percentage on the tally sheet under 20/64.

(2) Add the raisins from the 20/64 screen (bottom screen) to the raisins from the pan as weighed. Convert the weight of the combined raisins from the 20/64 screen. This will give the percentage of raisins through the 22/64 screen.

Example: The weight of raisins from the 20/64 screen and the pan combined is 20.0 grams. 20.0 grams, converted using the 8-ounce conversion chart, equals 8.8%. Enter the percentage on the tally sheet under 22/64.

(3) It is unnecessary to weigh the raisins in the 22/64 screen when the weight of the raisins from the bottom pan and the 20/64 screen are within the "Select" size limits. If the percentage of raisins from the bottom pan and the 20/64 screen is 70% or higher, then a weight must be taken on the 24/64 screen to determine whether the percentages meet the requirements for small size.

- **Small Size**

Limited to 70.0% through 22/64 screen

Limited to 95.0% through 24/64 screen

(1) Weigh the raisins from the 24/64 screen (top screen). Convert the weight of the raisins using the 8-ounce conversion chart. Subtract the converted weight from 100. This is the percentage through the 24/64 screen.

Example: The weight of the raisins from the 24/64 screen is 6.5 grams. The converted weight from the 8-ounce conversion chart equals 2.9%. 2.9% subtracted from 100 = 97.1%. The raisins through the 24/64 screen are recorded as 97.1% on the tally sheet.

(2) Weigh the raisins from the 24/64 screen (top screen) and the 22/64 screen (second screen) together. Convert the combined weight using the 8-ounce conversion chart. Subtract this weight, converted to percent, from 100. This is the percentage through the 22/64 screen that is to be recorded on the tally sheet.

Example: The combined weight of the raisins from the 24/64 and 22/64 screens is 40.0 grams. 40.0 grams converted using the 8-ounce conversion chart equals 17.6%. 17.6% subtracted from 100 = 82.4% through the 22/64 screen. Record 82.4% on the tally sheet under 22/64.

(3) If the weight of the raisins in the 24/64 screen is less than 5.0% (i.e., more than 95.0% through 24/64 screen) and the combined weight of the raisins through the 24/64 screen and through the 22/64 screen is greater than 70.0%, the raisins are small.

- **Mixed Size**

  If the raisins through the 24/64 screen is less than 95% and/or the combined weights of the raisins through the 24/64 screen and the 22/64 screen fall under 60.0%, raisins in the bottom pan must be weighed separately. (The converted weight of raisins from the bottom pan is not subtracted from 100%). If the converted weight of the raisins in the bottom solid pan exceeds 10.0%, the raisins are “Mixed Size.” If the converted weight is less than 10.0%, the raisins are “Select” size.

  Note: Ensure entries on the tally sheet designate a size.

  When packing for a cereal company, figures will at times show on the tally sheet 92.0% through 24/64 and 51.0% through 22/64 and will be classified on the tally sheet as “Mixed Size.” This is incorrect. To designate a size in this situation, the inspector must also use the percentage of weight of raisins through the 20/64 screen or the solid bottom pan of the sizer. The weight percentage of raisins through the 20/64 screen must also be recorded on the tally sheet to ensure accuracy.

Before using the mechanical size grader (Appendix IX), the inspector should always check the nested size screens to ensure they are stacked in the proper sequence as shown in the appendix. If one or more screens are out of sequence, the results will be incorrect.

At the bottom of each sift, and as often as necessary, the size screens and solid bottom pan should be thoroughly cleaned and dried.

Size Determination of Raisins Using a Metal Sizer Plate

When a mechanical size grader (Appendix IX) is unavailable, a metal plate with metered perforations may be used to determine the size of all raisins.

For size determination of Raisins with Seeds and Seeded (seeds removed), use a metal plate with metered perforations. The raisins must pass through the metered perforations on their own weight to qualify for a specific size.

In selecting a sample of raisins for size determination using a metal plate:

1. Weigh 100 grams of the well-mixed sample

2. Segregate raisins according to individual sizes

3. Weigh in grams each size group and record the percentage of each size designation by reading the scale directly in percent

   Example: If, in a 100-gram sample of raisins, 5 grams will not pass through metered perforations 24/64 inches in diameter, the percent by weight of such retained raisins is 5 percent.

Varieties and Types of Raisins Produced in California

A written description is not an adequate means of enabling an inspector to identify a variety or type of raisin. However, a brief description of each variety and type is valuable background information, so the inspector is conversant with them.

Thompson Seedless – Tray Dried – Thompson Seedless is the most commonly used variety for making raisins. True to its name, it is a seedless, or nearly seedless, variety. It may have small vestigial seeds that are not noticeable when eaten. Thompson Seedless Natural raisins are prepared by drying the mature grapes in the sun on paper trays. They are reddish-brown or dark brown.

Thompson Seedless – Dried on The Vine (DOV) – Thompson Seedless DOV are made from the same grapes as the Thompson Seedless tray dried. The DOVs are produced by cutting the canes on the vine and allowing the grapes to dry while the bunch remains attached to the cane. DOV raisins characteristically have finer wrinkles that parallel the length of the raisin and are more elongated than fruit that dries on paper trays on the ground. After drying, they can be harvested either mechanically or by hand.

Golden Seedless – Golden Seedless raisins are prepared by dipping the mature grapes in a hot solution of mild sodium hydroxide to check or “cut” the skin. The grapes are then treated with sulfur dioxide in tight sulfur houses, which prevents oxidation and

darkening during drying. The grapes are then dried in a tunnel-type dehydrator with forced airflow heated to 60 °C.

Dipped Seedless – Dipped Seedless raisins are prepared by dipping grapes with Thompson seedless characteristics in hot water or a hot solution of mild sodium hydroxide, then drying them in a tunnel-type dehydrator with a forced-flow of heated air. One advantage of the dipping process is that the raisins dry in approximately 24 to 30 hours.

Muscat – The Muscat variety is a large grape with fully developed seeds. Those used for raisins are packed in the style of Layer-Clusters or Seeded Muscats. The Layer-Cluster type is a specialty product put up as a fancy pack. Seeded Muscats are prepared by removing the seeds with special equipment. These sun-dried raisins have a characteristic dark color similar to Natural Thompson Seedless. This variety is distinctive for its pronounced Muscat flavor.

Zante Currants – Zante Currants are of Grecian origin. They are very small, dark, or black grapes that, when fully mature, produce very small black or blue-black raisins. They are often girdled or hormone-treated to produce a profitable crop. Bakers prefer them for their distinctive flavor and the high number of raisins per pound.

Sultana – The Sultana raisin is similar to the Thompson Seedless but is round instead of oval. It has soft skin, larger vestigial seeds, and a tart flavor. It is rapidly waning as a raisin grape.

Other Seedless – Other Seedless raisins are made from red or black seedless grapes such as Flames, Ruby Seedless, or Crimson. They may be sun-dried, artificially dried, or treated with sulfur dioxide before being artificially dried. If treated with sulfur dioxide, the berries will vary in color.

RAISIN OUTGOING COMPLIANCE PROGRAM

The Raisin Outgoing Compliance Program is designed to support AMS in ensuring that all graders adhere to the procedures outlined in these inspection instructions.

Each month, inspectors or aides (graders) collect and submit a verification sample for quality control. The sample is reviewed and compared at the Fresno Area Office to ensure grading accuracy. Any discrepancies are addressed and tracked.

Steps:

1. On the first working day of each month, draw a 1.5-pound sample from the same bucket as the regular sample.

2. Take the sample from a full breakdown and bag it.

3. Copy the regular breakdown results onto a blank tally sheet with completed headings.

4. Write “Raisin Compliance Program” on the top of the tally sheet, add the grader's name to the tally sheet, and place it in the bag.

5. Send the sample to the Fresno Area Office.

   Once the sample is received by the Fresno Area Office, inspection personnel will perform a sample breakdown and compare the results to the original. If the comparison reveals a discrepancy significant enough to change the grade, a supervisor is notified. The supervisor will review the sample and discuss the differences with the grader. Both sets of results are recorded, and the data is tracked in a database to support ongoing quality control efforts.

TRANSFER OF PROCESSED RAISINS IN PANS OR UNSEALED CASES

All pans or unsealed cases of processed raisins may be transferred under surveillance from a raisin handler to their own or another handler’s processing plant within the State of California without having had such raisins inspected.

Raisins must be inspected for compliance with the requirements for Marketing Order 989 before shipping.

LABORATORY SANITATION PROCEDURES

These instructions supplement the Sanitation Manual and must be followed by all assigned inspection personnel when performing sanitation duties.

- Prior to use and storage, assigned personnel will ensure that all sampling tools, grading equipment, and food-contact surfaces are sanitized, clean, and contamination-free.

- After sanitizing, tools and grading equipment must rest on clean, sanitized surfaces and be cleaned during sampling.

- Do not return the sample to the processing line when grading is finished.

- The sanitizing solution is made as follows:

  a. In the sink, mix one (1) tablespoon (1/2 fluid ounce or 14.8 mL) of bleach with one gallon of water (prepare accordingly for larger sinks).

b. Fill a spray bottle with the solution for use in sanitizing equipment and food contact areas that cannot be immersed.

c. Mix one gallon of sanitizing solution in a plastic bucket for sanitizing sampling gloves.

Note: It is extremely important to use the exact formula. A solution that is too weak will not sanitize properly, and a solution that is too strong may result in excess chlorine in the product.

- Sampling tools, grading equipment, and food contact surfaces (whether immersed or sprayed) must be in contact with the sanitizing solution for a minimum of two minutes and left to air dry without rinsing.

- Sanitizing tools to be immersed in sanitizing solution include, but are not limited to:

  - Stainless steel or aluminum sampling scoops.

  - Stainless steel or aluminum sampling bowls.

  - Stainless steel sampling buckets.

  - Grading trays.

  - Finger bowls.

  - All removable grinder parts (perforated end plate, cutting blade, auger, and product tray).

  - Moisture cylinder; and

  - Sampling gloves.

- Buckets with sanitizing solution should be located where sanitized sampling gloves will not be compromised. For example, locate the solution at a point where doorknobs, handles, or stair rails will not come into contact with gloves after sanitizing.

- Grading equipment and food contact areas sprayed with sanitizing solution include, but are not limited to:

  - Grading tables;

  - Countertops;

- Auger head to the grinder; and
- Moisture electrode (calibrate the moisture tester before sanitizing).

Daily Observation of Raw Product at Stemmer

The following rules regarding daily observations of the raw product at the stemmer will govern the outgoing inspector.

Frequency of Observations

The outgoing inspector must observe raw product being dumped into the stemmer at least once in the morning and once in the afternoon. The inspector must watch for rodent contamination or any other serious adverse condition.

Action by Inspector When Product is Satisfactory

If, after observation, the inspector does not find any adverse condition, make a notation in the space provided on the tally sheet showing raw product "O.K."

Observation of Adverse Conditions at Stemmer

If the outgoing inspector observes rodent contamination or other serious adverse conditions at the stemmer, take the following action:

1. Notify the packer.

2. Ask the packer to set out the container(s) with rodent contamination or adverse conditions.

   Containers set out must be tabbed with a red and white RAC pallet control card (Appendix II). The defect will be noted and sent to the distillery or any other non-food channel.

3. Ask the packer to set aside the previous pallet of processed raisins (approximately 1,200 pounds) for microanalysis. The microanalysis test results will determine the final disposition of the packed raisins.

Action by Inspector When Packer Refuses to Set Aside Raw Product

If the packer refuses to set out the raw product with either live or dead rodents or other serious adverse conditions, the outgoing inspector will notify the packer that the previous whole pallet (approximately 1,200 pounds) and all other raisins being

processed will fail the Marketing Order and wholesomeness requirements on account of rodent contamination (or other adverse condition), and will continue to fail until the packer discontinues running and washes the stemmer.

Any time this situation arises, the inspector must immediately notify the Inspector-in-Charge or Sub-Area Supervisor.

MICROANALYSIS PROCEDURES

The Fresno Area Office will perform microanalysis on processed raisins as part of its normal service upon request from the handler.

The procedures to be followed are:

- When the micro fails USDA tolerances and no recheck is requested, the failing lot must be reprocessed (under surveillance) from a point before the riffle boards.
- If the handler requests a recheck, the inspector must follow the recheck procedures.
    - After rechecking, any meeting portion of the lot meets.
    - After rechecking, any failing portion of the lot must be reprocessed (under surveillance) from a point before the riffle boards.

CODING

WHEN CODES ARE REQUIRED

The Administrative Rules and Regulations of the Federal Raisin Marketing Order require that each handler mark each shipping container with a legible code that identifies both the packer and the date the raisins were packed.

Exception: Pursuant to the General Processed Procedures Manual, all consumer containers will be coded except for single-serving containers.

INSPECTORS ASSIGNED TO PROCESSING PLANT FOR THE FIRST TIME

Inspectors assigned to a raisin processing plant for the first time should become familiar with the coding system used there. This information is usually found in the plant information file; if not, tactfully request it from responsible plant personnel and place it in the plant information file.

RECORDING OF CONTAINER CODE(S)

Recording container code(s) should be handled as follows:

- Record the code exactly as it appears in the appropriate blank at the top-of-the-tally sheet.
- Check the code for completeness, accuracy, and legibility each time a sample is drawn.
- If the coding method is other than print, indicate the method used (embossed or perforated).
- The same code must not be used on a "lot" of raisins for more than one day. For this purpose, a "lot" is defined as "Raisins packed in one continuous day's operations."

INACCURATE, PARTIAL, OR ILLEGIBLE CODES

If a problem is observed with the code (wrong code, illegible code, no code, etc.), the inspector must flag the tally sheet in the Remarks column, using the designations from the General Processed Procedures Manual, and note the problem.

The inspector must immediately notify the designated plant official of the problem. When an SC-146 Certification of Quality and Condition (Appendix IV) is issued for a miscoded lot of raisins, the code or codes must be recorded on the Certificate of Quality and Condition exactly as they appear on the containers.

LOT IDENTIFICATION AND DEFINITION

IDENTIFICATION OF LOT

Each lot of processed raisins offered for inspection must be identified to be properly inspected and certified.

DEFINITION OF LOT

"Lot," for the purpose of inspection and certification other than under the Marketing Agreement, will be defined in the "Requirements Governing the Inspection and Certification of Processed Fruits and Vegetables, Processed Products Thereof, and Certain Other Processed Products." (7 CFR 52.2 "Lot")

"Lot," for the purpose of outgoing (processed) inspection and certification under the Marketing Agreement for California Raisins, is defined as follows:

- **In-line inspection** (i.e., where samples are drawn from a flow of raisins before packaging) – the aggregate quantity of raisins of the same varietal type, sub-type, or size (or in their mixed form), processed in any production of one calendar day and packaged in one size and type of container, excluding those rejected by inspection.

- **Lot inspection** (i.e., where samples are drawn from containers of raisins) – the aggregate quantity of such raisins is like containers but not necessarily processed in one production or during one calendar day, identifiable and offered for inspection as a lot.

STORED PRODUCT SAMPLE – EVEN PAY PERIODS

SAMPLE SENT TO FRESNO AREA OFFICE

The Fresno Area Office receives a one-pound sample for each variety packed in a day's operation at each plant.

Half of the sample (227 grams) is used for microanalysis, and the other half is used for stored products. SCI incubates processed raisin samples for 30 days to determine whether they have a live infestation.

1. The stored product sample is incubated in a quart jar. Before the jar is sealed, filter paper with all the information necessary to identify the sample is placed on top of the contents.

2. After 30 days of incubation, the sample is removed from the holding room and spread onto a USDA bug box to check for infestation.

3. Any infestation found must be identified and recorded. The Inspector-In-Charge or Sub-Area Supervisor is to be notified immediately.

PREPARATION – AT THE PROCESSING PLANT

- A one-pound sample (454 grams) per day, per stemmer, will be drawn for the composite sample.

- A sample will be drawn from each variety when more than one variety is processed in a day's operation.

- A sample from one consumer package line will be drawn when the raisins being packed were previously caught in open containers.

Raisins and the information slip must be placed in a plastic bag with a hard knot tied near the top.

Note: Inspectors and aides must always place information slips inside the bag; never tape them to the outside of the bag.

Stored product samples are sent to the Fresno Area Office.

Routine Micro Samples – Odd Pay Periods

Daily Micro Samples

Daily micro samples are taken routinely to monitor the wholesomeness of the processed product. These processed raisins are taken from each stemmer for every variety at each raisin facility.

These samples help monitor the effectiveness of sanitation and processing procedures at the raisin plant.

Preparation – At the Processing Plant

- A one-half-pound sample (227 grams) per day per stemmer will be drawn from the composite sample.

- A sample will be drawn from each variety when more than one variety is processed in a day's operation.

- A sample from one consumer package line is to be drawn when raisins are being packed that were previously caught in open containers.

The following is to be recorded on a micro label (Appendix X):

- Packer
- Date
- Variety
- Container size
- Brand
- Inspector

Routine micro samples are sent to the Fresno Area Office unless otherwise specified.

SAMPLING AND INSPECTION PROCEDURE OF PACKED RAISINS – LAYERS (OR CLUSTERS)

Layer (or Cluster) should meet the requirements for U.S. Grade B, as defined in the effective United States Standards for Grades of Processed Raisins, except with respect to moisture content, for which there is no limitation under the Federal Raisin Marketing Order unless a U.S. grade is requested.

The inspector must be familiar with the packing premises, packing procedures, and all factors that affect the quality, condition, and wholesomeness of the Layer (or Cluster).

PROCEDURE

The inspector should carefully observe packing operations and ensure that a proper selection of fruit is made. The raisins in packing containers should also be observed for soundness and wholesomeness.

The inspection of Layer (or Cluster) differs from other raisin varieties in that the contents of each individual sample container are examined for quality and condition, rather than a composite sample from several containers.

- Under in-plant inspection, samples will be drawn at reasonably regular intervals of approximately 30 minutes. With the supervisor's approval, the time between samples may be increased for low-volume items.

- For lot inspection, inspectors must follow the sampling rates in Table IV in the Sampling Manual.

RETAIL SIZE PACKAGES

- The contents of each package are to be examined in detail. The package is turned face down on a flat, white, porcelain inspection tray in a manner that allows the contents to be separated from the mass and graded according to the factors outlined in the U.S. Standards for Grades of Processed Raisins under “Grades of Layer (or Cluster) Raisins.”

- For net weights – Follow the procedure outlined in the Weights section of these inspection instructions.

BULK (“LONDON” LAYERS OR CLUSTERS)

- These are packed in shipping containers with a net weight of 20 pounds. The 20 pounds consists of four layers, each approximately five pounds. These layers

are usually separated in the shipping container by sheets of corner-cut paper, folded over the top of each layer to make it a separate package.

- London Layer (or Cluster) packs are sampled (in processing plants) during packing to determine minimum grade requirements. Since the raisins are separated in the shipping case described above, they may be sampled by rotating through the first, second, third, or fourth layer from the sample container selected for examination. This approximately five-pound sample will be examined in the same way as described for consumer-size packages.

DETERMINATION OF SOUNDNESS AND WHOLESOMENESS

Following the instructions, the inspector must examine the raisins to determine compliance with this factor.

SIZE DETERMINATION

Layers (or Clusters) must have at least thirty percent (30%) 3 Crown size or larger.

"3 Crown" means raisins that will pass through 42/64 inches in diameter but not through 34/64 inches in diameter (round holes or perforations).

LOOSE BERRIES

Loose berries mean shattered (or loose) individual berries and small clusters of two or three berries each.

OTHER FACTORS IN GRADE DETERMINATION

Other factors, such as poorly developed (blowover), damaged, sugared, mold, fermentation, grit, sand, silt, and maturity, will be applied as outlined in the U.S. Standards.

PRECAUTIONARY CHECKS AFTER PACKING

The inspector will ensure that packed raisins are handled in a manner to prevent contamination before they are wrapped or shipped. To protect them from contamination, such raisins will either be placed in a fumigator or covered. If they are not wrapped within 48 hours, samples must be taken to check for infestation and rodent contamination.

QUESTIONABLE LOTS

Any questionable lot(s) held for reconditioning must be checked in this manner and also by microanalytical examination. The inspector must work closely with the supervisor to determine when to make special analyses.

INSPECTION OF DOMESTIC NON-CALIFORNIA RAISINS

The Federal Raisin Marketing Order requires identifying and surveilling non-California-produced raisins received by California raisin handlers. The surveillance instructions are available in the Incoming Raisins Inspection Instructions.

Domestic raisins produced from grapes grown inside the United States but outside California are exempt from the inspection requirements for Marketing Order 989, which regulates the handling of raisins produced from grapes grown in California.

Imported raisins enter the United States from a foreign country and are held until released by U.S. Customs and Border Protection. Imported raisins, including those from California and non-California sources, returned from a foreign country and intended for domestic use, are covered by Import Regulations. See the 8e Marketing Order Manual for complete inspection procedures.

INSPECTION REQUIREMENTS FOR PROCESSED NON-CALIFORNIA RAISINS

Domestic non-California raisins do not require incoming or processed inspection. There is no minimum grade, maturity, or substandard rating, and no maximum defects, including caps and stems.

Inspection may be performed at the applicant's request, and fees are billed on form SC-R183 (Appendix XI).

Buyers' specifications may include minimum grade or quality requirements; failure to meet the specifications does not preclude marketing the product.

If inspection of domestic non-California processed raisins is requested, the SCI Division Guidelines for Processed Raisins listed in the Foreign Material Manual must be examined. Those defects are mold, sand and grit, insects, and insect eggs. The Foreign Material Manual also contains other foreign material limits.

- Each lot must meet U.S. Grade C standards for mold and sand, as specified in the laboratory procedures outlined in this manual.

- Each lot must undergo microanalysis using the method outlined in the FDA Microanalytical Procedures Manual (MPM). These procedures provide

guidelines for the detection and identification of microanalytical foreign material in processed raisins.

Lots failing for foreign material must be held, and a form SC-16, "Notice for Hold for Re-examination," (Appendix XII) will be issued (see the Foreign Material Manual).

GOLDEN SEEDLESS RAISINS

U.S. STANDARDS

Although the color of Golden Seedless Raisins is not a quality factor in U.S. Standards, it is considered a marketing preference. Therefore, the U.S. Standards specify requirements for separate color designations for Golden Seedless Raisins.

To be acceptable under the Federal Raisin Marketing Order, these raisins must meet the requirements for at least the "Colored" color.

COLOR CLASSES

COLOR KEYS FOR GOLDEN SEEDLESS RAISINS

1. Yellow, Golden, Light Amber
2. Greenish Yellow
3. Light Greenish Amber and Amber
4. Dark Greenish Amber and Dark Amber
5. Definitely Dark Berries

INTERPRETATION OF COLOR CLASSES FOR GOLDEN SEEDLESS

DO NOT USE INDUSTRY DESIGNATIONS

- **Well Colored (W)** – Industry Designation: Extra Fancy
  - Not less than 75% by weight of color key 1
  - Not more than 5% of color keys 3-5, with not more than 1/2% of color key 5
- **Reasonably Well Colored (R)** – Industry Designation: Fancy

- Not less than 90% by weight of color keys 1 and 2
- Not more than 3% of color key 5

- **Fairly Well Colored (F)** – Industry Designation: Extra Choice
  - Not less than 80% by weight of color keys 1-3
  - Not more than 6% of color key 5

- **Colored (C)** – Industry Designation: Choice
  - Not less than 80% by weight of color keys 1-4

- **Definitely Dark Berries (D)**
  - Does not meet the Colored classification

SAMPLE ANALYSIS PROCEDURE – PROCEDURE FOR COLOR DETERMINATION

The procedures for analyzing Golden Seedless Raisins are the same as for Natural Thompson Seedless Raisins, with one exception: Golden Seedless **must** have a color determination for each breakdown. When a handler packs golden seedless raisins, always grade it for the color printed on the case (if one is present) or the color requested by the handler. The procedure for color determination is as follows:

1. Weigh 100 grams of raisins from a thoroughly mixed composite sample.

2. Place the 100 grams of raisins on a grading tray. Spread the raisins in a single layer over the center of the tray.

3. Segregate off-colored raisins from the sample.

4. Segregate definitely dark berries from off-colored berries.

5. Weigh the definitely dark berries. The weight of definitely dark berries will be the percentage of definitely dark berries in the sample. Record the percentage of definitely dark berries below the percentage of off-colored raisins in the square for off color. The combined weight of the off color and definitely dark raisins will be recorded as the percentage of off color on the tally sheet.

6. If the percentage of definitely dark berries exceeds the tolerance for the color being determined, the sample will be determined as the color in which the percentage falls.

Example:

Reasonably Well Colored

Weight of off-color raisins, excluding definitely dark	8.2 grams
Weight of definitely dark raisins	1.1 grams
Total	9.3 grams = 9.3%

- 1.1 grams of definitely dark berries does not exceed the tolerance of 3% for Reasonably Well Colored.

- The combined weight of definitely dark and other off-color raisins does not cause the sample to fall below the 90% by weight of yellow, golden, light amber, and greenish yellow required for Reasonably Well Colored. Therefore, the sample is Reasonably Well Colored.

Example:

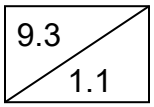
Suppose the sample was graded for Reasonably Well Colored, and the definitely dark berries weighed 3.4 grams, and the other off-color berries weighed 8.2 grams.

Weight of other off-color raisins	8.2 grams
Weight of definitely dark berries	3.4 grams
Total	11.6 grams

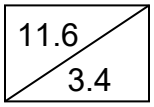
Started with 100.0 grams of raisins
11.6 grams of total off-color
Total 88.4 percent

The weight of definitely dark berries exceeds the tolerance of 3.0% allowed for Reasonably Well Colored.

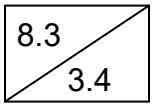
Total off-color berries exceed the 10.0% tolerance for Reasonably Well Colored; therefore, the sample is Fairly Well Colored.



= RWC



= FWC account total off color and definitely dark



= FWC account definitely dark

A sample cannot drop two color classifications based on a single breakdown. For example, if a sample is graded for R (reasonably well colored) and the amount of off-color is 22.4%, the sample cannot be given a color classification of C (colored). Because different key colors are pulled out for different color classification grades, the above sample must be regraded to determine whether it qualifies for an F (fairly well colored) or a C color designation. In the above example, both results will be recorded. Record the second grading on the line below without any other information on the line. For any questions, consult with a supervisor.

Sizes of Golden Seedless Raisins

The size designations and measurement requirements for the respective sizes of Golden Seedless Raisins are the same as for Seedless Raisins.

Grades of Golden Seedless Raisins

Except for color, the grades of Golden Seedless Raisins are the same as for Seedless Raisins.

Inspection of Imported Raisins

Guide for Inspection of Imported Raisins

Processed or natural condition (unprocessed) imported raisins are to be graded in accordance with the United States Standards for Processed Raisins and must meet the minimum quality requirements of Federal Raisin Marketing Order 989, as amended. U.S. Customs issues the import entry number. Complete instructions are located in the Section 8e Marketing Order Manual.

Inspection

No vacuum or reconditioning will be used during the initial inspection of imported raisins.

The applicant may declare each load as one lot. Each load (lot) will be separated into 15,000-pound maximum-size sub-lots, and a six-pound composite sample will be drawn from each sub-lot for grading. These samples will be identified as sample #1, #2, etc. One SC-146 certificate will be issued for the U.S. Customs entry number; therefore, each sub-lot must meet import requirements. The whole lot fails if any sample fails to meet the import requirements. If an entry number is divided into sub-lots, those sub-lots may be blended back into that entry number during raisin reconditioning or processing.

Alternatively, the applicant may declare every 15,000 pounds to be a lot within an entry number. A six-pound composite sample will be drawn from each lot for grading. These samples should be identified as sample A, B, etc. A separate certificate will be written for each 15,000-pound lot, with the entry number followed by A or B. These raisins cannot be blended. Each lot must be reconditioned or processed on its own.

SAMPLE INFORMATION

On a SC-364-167 Processed Raisins Tally Sheet, record the following information:

- Date
- Plant name
- Code marks
- Pallet control card numbers
- Principal label or unlabeled
- Type
- Number of bins
- Number of cases
- Net weight or scale tag

Attach the following documents to the SC-364-167 Processed Raisins Tally Sheet:

- Copy of 8e form (to be obtained from packer)
- Copy of U.S. Customs form 3461
- Application for Inspection and Certificate of Sampling
- Sampling time on Certificate of Sampling form
- If applicable:
    - Entry number
    - Packer name

- Defects
- Afgan raisins

On a SC-364-167 Processed Raisins Tally Sheet, record results using the following sample size:

Stems	6-pound sample (visual)
Moisture	From composite
Capstems	1-pound sample (visual)
Damage	1-pound sample (visual)
Discolor	1-pound sample (visual)
Mold	1-pound sample (visual)
Sugar	1-pound sample (visual)
Substandard	1-pound sample (visual)
Maturity	100-gram sample (visual)
Sand	250-gram sample (boiled) Do not wash sample in sand washer.
Size	1/2-pound sample through processed raisin sizer
Contamination	681-gram sample Do not wash sample in sand washer.

ANALYSIS AND CERTIFICATION

All samples will be analyzed and the SC-146 certificate (Appendix IV) will be issued at the Fresno Area Office. The following must be included with the sample:

- SC-356 Application for Inspection and Certificate of Sampling. Applicants complete Application for Inspection and USDA staff complete Certificate of Sampling.
- U.S. Customs Form CF 3461 or, where the importer has contacted AMS USDA to perform product examination pursuant to section 8e of the Agriculture Marketing Agreement Act of 1937, as amended, U.S. Customs Immediate Entry form. This form should be stamped immediately and faxed back to the importer.

IDENTIFICATION AND SURVEILLANCE

Attach a green (non-California) pallet control card to each bin. Record numbers on the SC-R43 Surveillance Record (Appendix XV). Follow the instructions for monitoring non-California raisins in the Natural Condition (Incoming) Raisins Inspection Instructions.

BILLING

Charges for any work done on imported raisins will be at the current hourly rate for lot inspection. All surveillance fees not billed at the time of grading or sampling will be billed to the handler separately on form SC-R183 (Appendix XI).

RECONDITIONING

The applicant must use Form 766, Application for Authorization to Relabel or Recondition Non-Compliant Articles to request permission from the Food and Drug Administration to recondition or process failing lots.

This form must be given to the inspector and supervisor and faxed to Washington, D.C., before the lot is processed or reconditioned.

Each U.S. Customs entry number must be reconditioned separately. Imported raisins that are inspected and fail for an FDA defect such as mold, sand, contamination, or anything with filth, are required by the FDA to be held separate and apart under that entry number. Off-grade imported raisins may not be blended with imported raisins under another entry number. SCI Division and MOAD agree that all off-grade raisins will be treated in the same manner.

Charges for reconditioning or processing (sanitation, surveillance, sampling, grading, and certification) are billed at the current hourly rate for product graded “on-line.” One hour will be billed for each microanalysis (there is an additional fee for draw two). Reconditioned raisins packed in bins or pans and identified by pallet control cards may be certified as meeting import requirements provided surveillance is maintained until the raisins are packaged.

Raisins sampled on a lot basis will be graded in the Fresno Area Office. Microanalysis and sand tests must be performed on lots that fail for these defects in the original inspection.

Microanalysis will not be required on lots that meet for that defect in the original inspection, provided that the inspection service observes the product being fumigated promptly (within 5 days) after receipt and the fumigation is properly maintained.

If the handler elects to size grade the imported natural condition raisins before processing, each portion should be graded separately. The FDA must be notified if the

certificate is only a partial. The final certificate must state that the lot is complete. If graded, each lot must be under surveillance with an hourly charge.

BLENDING

Domestic and imported raisins can be blended only after both have met the Federal Raisin Marketing Order requirements. If imported raisins are blended with California raisins at a raisin handler and are repacked with the addition of moisture or run through processing equipment, the product must be inspected. Billing will be done on the meeting lot ledger and on form SC-R183 (Appendix XI).

The inspector will inform the handler immediately if any labeling violations are found. The inspector will document the nature of the violation, the time and date, and the person notified on the inspection tally sheet and will notify the Officer-in-Charge of the labeling violation.

DISTRIBUTION OF CERTIFICATES

One copy of the certificate is distributed to the Area Supervisor for any imported lots inspected online or processed and inspected as a lot inspection. The supervisor will then give one copy to the appropriate office personnel for further distribution.

OTHER IMPORT REQUIREMENTS

- When blending California and imported raisins, the label must indicate "Product of California and [whatever country]." (Example: Product of California and Mexico).
- Both bulk and retail containers must be marked with the country of origin.
- Cases and retail containers are both required to be marked with the country of origin.
- If the raisins are processed in California, this may be stated on the label. However, the country of origin must be specified in close proximity to such words, letters, or name, and in at least a comparable size. The country of origin must be preceded by "Product of [country]" or words of similar meaning.
- If imported raisins are made into raisin paste, the country of origin need not be stated on the case, as the raisins then become a different product.
- The USDA **cannot** use plant-paid employees to assist in sampling imported raisins. If the inspector needs additional help, use USDA personnel and charge the plant the applicable hourly rate for each additional person.

- The inspector will notify the Area Supervisor if any product is shipped out without being inspected. The supervisor will notify Fresno FDA of the violation.

DETERMINATION OF SOUNDNESS AND WHOLESOMENESS

REQUIREMENTS

The standards require that processed raisins be prepared from clean, sound, dried grapes that are properly stemmed and capstemmed (except cluster or uncapstemmed raisins) and sorted or cleaned to ensure a wholesome product.

This means there must not be present any foreign substances or evidence thereof of material consequence, such as insect infestation, insect damage, rodent or bird contamination, sand, silt, sandburrs, mold decomposition, fermentation, spray residues, off-flavors, or odors. The inspector will examine the raisins to determine the degree of freedom from these factors.

ADVERSE FINDINGS

When inspections are performed under the Federal Raisin Marketing Order and the inspector's findings indicate that the raisins contain any of these elements in quantities of material consequence (i.e., in excess of good commercial practice), certify the lot as failing to meet the Federal Raisin Marketing Order and set forth the reasons.

DETERMINATION OF COMPLIANCE

When determining compliance with the wholesomeness standards, the inspector must rely principally upon evidence in the finished product unless observations of the conditions under which the raisins are stored, processed, and packed have been made. The conditions under which the product has been stored, processed, and packed, if observed, and the evidence found in the finished product will be used to decide on the product's wholesomeness.

INSANITARY CONDITIONS

Raisins stored, held, processed, or packed under unsanitary conditions violate the Federal Food, Drug, and Cosmetic Act. Federal or state food regulatory agencies may institute seizures if a food product is prepared, processed, or packed from raw materials that have been stored or held under unsanitary conditions or from raw materials unsuitable for packing a wholesome product.

If the inspector personally observes such adverse conditions, promptly notify the packer and suggest to the packer, tactfully but strongly, that such adverse conditions be

corrected immediately to minimize failures because of these conditions. Any raisins that are unquestionably infested or contaminated, based on visual findings or microanalysis, or which are packed under unquestionably unsanitary conditions and contain supporting evidence of objectionable foreign material, will be certified as failing to meet the requirements of the Federal Raisin Marketing Order, as amended.

It is not necessary to perform microanalysis on infested or contaminated raisins. Such analyses, however, should be performed for verification or supporting evidence when visible evidence indicates the raisins may be infested or contaminated because of adverse plant storage or processing conditions.

APPLICATION OF TOLERANCE FACTORS

The inspector will work closely with the supervisor, who, in turn, will work closely with the area Officer-In-Charge to evaluate the product's wholesomeness and apply the factors for which official tolerances have been established.

RAISIN PASTE

Raisin Paste is raisins of any variety ground into paste. The following instructions apply when raisins are made into paste.

PROCESSING FOR RAISIN PASTE

The raisins are in the same manner as any other raisins but are usually caught in plastic pans or other containers. These raisins are normally made into paste later, though they can be ground as they are processed.

INSPECTION PROCEDURE

There are no U.S. standards for raisin paste, and there are no tolerances for raisin paste under the Federal Raisin Marketing Order. The Federal Raisin Marketing Order states that a handler may grind raisins that do not meet the minimum grade standards into paste because of mechanical damage or sugaring. This means that raisins made into paste must meet minimum grade standards for processed raisins, except for mechanical damage and sugaring. The Federal Raisin Marketing Order does not cover raisin paste, so the inspector's primary concern is the quality and condition of the raisins before grinding.

- If raisins are ground directly into paste as the raisins are processed, the sample will be drawn at a point in the processing line before adding any ingredient(s) or moisture other than the normal moisture added during processing.

- The sample size for online inspection will be 96 ounces, and for lot inspections, 100 ounces, drawn at random at approximately the same rate as for bulk containers.

- The sample analysis procedure will be the same as Processed Raisins.

- The inspector need not be concerned with the moisture content of the raisin paste.

- Sample analysis results will be recorded on an appropriate tally sheet.

- Raisins that meet minimum grade standards and are intended for use in raisin paste at a later date will be identified with a yellow pallet control card (RAC 11-B) (Appendix II).

- Raisins that fail to meet the minimum grade due to mechanical damage or sugaring will be identified with a red and white RAC pallet control card (RAC-11) (Appendix II) or other identifying card and recorded on the tally sheet. Use of another identifying card is preferred, as the red and white cards signify failing fruit. Raisins will also be identified on the tally sheet by placing the letters "MO" (Marketing Order) in the grade column.

- Raisins failing for other defects will be handled in the same manner as any failing processed raisin.

- When raisins are made into paste as they are processed, and a sample fails the minimum grade standard for reasons other than mechanical damage or sugaring:

  1. Segregate the portion of raisin paste that the failing raisins were used to produce.

  2. Immediately notify the processor of the findings.

  3. Identify the set-out portion of the raisin paste with red and white RAC pallet control cards (PCC) (Appendix II). Record the PCC numbers in the Remarks column of the tally sheet and specify the reason for segregating the raisin paste. Advise the Inspector-In-Charge or the supervisor of the action taken.

- Raisins used for grinding into paste must meet the minimum grade and condition for all defects, except sugaring and mechanical damage, for which there is no limit. Damage is limited to mechanical damage only.

- If raisins are mechanically damaged to such a degree that it is impossible to inspect them for other defects, such raisins must not be permitted to be ground into raisin paste.

- Such raisins will be identified with red and white RAC pallet control card(s) (Appendix II) and kept under strict surveillance until final disposition of the raisins is made.

- Raisins that have previously been inspected and packed (including raisins that failed for sugaring, mechanical damage, or buyer's specifications) are permitted to be ground into paste.

  - These raisins must meet the minimum grade for packed raisins for all other defects, including moisture.

  - Grinding must occur within 90 calendar days from the date of the last inspection.

  - If 90 calendar days have passed since the last inspection, a Condition Inspection will be performed before grinding.

  - The tally sheet will be filled out as follows:

    (1) Date the tally sheet the day the raisins were ground into paste.

    (2) Across the face of tally sheet, place the following statement:

    Meets grade requirements for Processed Raisins under Federal Raisin Marketing Order No. 989 as amended, prior to grinding. Refer to tally sheet dated _____, Code _____.

- Raisins that fail the minimum grade for packed raisins on account of sugar or mechanical damage will be kept under surveillance until they are used to make paste. At that time, the inspector will remove the red and white RAC pallet control card(s) and record the final disposition of the raisins on the Processed Failing Raisin Held accountability form.

- Raisins that have been inspected do not require the presence of an inspector when they are ground into paste. However, the inspector should exercise special care to ensure the processor complies with the Federal Raisin Marketing Order in producing raisin paste.

  The inspector will become familiar with all aspects of raisin paste production. This knowledge will help determine whether the processor has complied with the Federal Raisin Marketing Order regarding raisins ground into paste.

RAC-15 Daily Packout Report

The net weight of all raisins used in the grinding of paste, or the net weight of the raisin paste, will be reported on the Daily Packout Report (RAC-15) (Appendix III) by the packer. Use "RP" in the code column.

Certification

Occasionally, a packer will request a Certificate of Quality and Condition (SC-146) (Appendix IV) for raisin paste. Honor the packer's request; however, the Certificate of Quality and Condition will apply to the raisins used in the raisin paste. Under the Grade statement on the Certificate of Quality and Condition, the inspector will apply one of the two following statements, since there is no applicable grade for raisin paste:

"Meets grade requirements for Processed Raisins under Federal Raisin Marketing Order No. 989, as amended, prior to grinding."

or

"No applicable grade for Raisin Paste. U.S. Grade _____ prior to grinding."

Under "Product Inspected" on certificate heading, use statement, "PROCESSED RAISINS to be used for RAISIN PASTE."

Do not put moisture on the certificate unless requested by the packer or required by the buyer's specification.

Off-Grade, Deviants, and Rechecks

Action When Sample Fails Grade Under In-Plant Inspection

The following actions must be taken when a sample fails to meet the minimum grade of the Federal Raisin Marketing Order or fails to meet the grade specified by the packer.

1. Notify the packer immediately that the raisins do not meet the grade in one or more areas. Specify the defects and the acceptance guide for the variety of fruit being packed in the following tables:

    - Table I – Seedless Raisins (Appendix XVII)
    - Table II – Sultana Raisins (Appendix XVII)
    - Table III – Raisins with Seeds (Appendix XVII)

- Table IV – Zante Current Raisins (Appendix XVII)

2. Also, inform the packer of the acceptance rate (1 in 6, 2 in 13, etc.).

3. Set aside the failing portion.

   - For bulk pack, set aside the previously completed whole pallet (more or less, at the inspector's discretion) and continue until the next meeting sample is obtained.

   - For smaller containers such as the 1/2-ounce or 1-1/2-ounce line or low volume processing, set aside the product packed between the last meeting sample on the tally sheet and the next meeting sample.

4. Under Remarks on the tally sheet, enter:

   - The name of the person contacted

   - The time the person was contacted

   - The failing defect(s)

   - The number of containers held

   - The pallet control card (PCC) number(s) used.

   Note: If the breakdown results exceed the grade limits for defects such as capstems, damage, mold, etc., weigh an additional 1/2-pound from the original composite sample and examine for the factor causing the product to be out of grade. Add the results of the two 1/2-pound samples and record the average defect count on the next line of the tally sheet. For capstems, which are not averaged, record the total. Besides the recorded results, write "Total 1 lb. sample."

   When setting out raisins, except for moisture, set out raisins for all lines covered by the common source sample. Before setting out all lines for moisture, separately check the moisture on each line covered by the common sample. Then, set out the raisins on the line(s) that fail the moisture limits.

5. Complete the pallet control card (Appendix II) with the following information:

   - Date.

   - Enter the container code in the space provided for the Worksheet Number.

- Enter the number of containers.

- Enter the defect(s) on the pallet control card (Appendix II) in the space between the PCC number and the date (preferably in red).

6. Tape the card to the containers being held.

7. Complete the sample.

8. Draw a new sample within 15 minutes of the time the packer was notified, and using a one-pound sample, check for the failing defect(s). If another defect is suspected of being out-of-grade, perform a complete breakdown.

9. Record the action taken on the tally sheet in terms that are easily understood.

10. At some time during the day, enter the information from the tally sheet on the "Processed Failing Fruit Held" ledger.

11. At the end of the day, review the tally sheet and get the packer's approval to apply any applicable deviants.

12. If a deviant is applied, remove the corresponding pallet control card and note under Remarks, "Deviant applied, PCC No. ___ removed."

13. Enter the above information on the "Processed Failing Fruit Held" ledger.

Note: For defects other than moisture, maturity, and stems, raisins can only fail by using a one-pound sample. There are no exceptions.

Note: Any action taken on fruit held must be under the surveillance of USDA personnel. **Only USDA personnel are to remove pallet control cards** (Appendix II).

DEVIANTS

A deviant is a sample unit that fails quality requirements designated for an item packed but does not fail the next lower grade or acceptance guide.

Deviants are used as a method of permitting the acceptance of a "lot as a whole" when some samples fall below or exceed certain grade requirements for moisture.

ACCEPTANCE PLAN – DEVIANTS

- This procedure (acceptance plan) applies to processed raisins (other than Layer Packs) when six or more samples from a lot are drawn for inspection in accordance with applicable instructions for sampling under:
    - In-plant inspection
    - Lot inspection
- The United States Standards for Grades of Processed Raisins do not have an acceptance plan for determining the grade of a "lot as a whole" based on deviants. The standards do not provide for assigning score points to individual sample units; inspection procedures are based on examining composite samples because of the time required to complete an examination. This instruction provides an acceptance procedure like those outlined in the General Processed Procedures Manual by:
    - Defining what "deviants" are allowed for processed raisins.
    - An acceptance plan like that used in other processed products will be incorporated.
    - Applying the deviant procedure to composite samples, if necessary, rather than individual sample units only.

EXCEPTIONS

APPLYING A DEVIANT

Always check with the packer before applying a deviant. The packer may decide to re-code the held fruit or have it rechecked instead of using a deviant, or the packer may accept a lower grade on the product after recoding.

ALLOWING A DEVIANT

Before allowing a deviant, refer to the applicable acceptance guide to verify that a deviant is allowed for the failing defect.

- Note that the acceptance guide does not allow deviants for size, maturity, sugar, sand, odor, or flavor.
- Deviants may be applied to two consecutive failing samples, provided that sufficient samples have been drawn to meet the acceptance plan. However, no

deviants can be applied to failing samples contained in a run of 3 or more consecutive samples.

CERTIFICATION WHEN A DEVIANT IS APPLIED

MOISTURE DEVIANT

When a moisture deviant is applied during the day's processing, show only the average on the certificate. Do not show the range.

CERTIFICATE OF QUALITY AND CONDITION (SC-146)

The Certificate of Quality and Condition (Appendix IV) must not mention that a deviant was applied.

LOT ACCEPTANCE – UNDER IN-PLANT INSPECTION

If the packer refuses, or finds it impractical, to keep failing segments separate from the remaining day's production, or failing segments are not identified by a different code, pallet control card, or other identification, the entire day's production is certified as the lowest production grade.

Production segments that fail for similar reasons may be put in one lot, re-coded, and certified at the lower grade.

At the end of the day's production, inspection records are reviewed, and based on that production, the following acceptance plan determines whether the production meets the specified grade.

- If the number of deviants does not exceed the acceptance number prescribed for the number of samples examined, the lot meets the requirements.
- If the number of deviants exceeds the acceptance number prescribed for the number of samples, the lot fails the requirements.

Acceptance Plan

No. of Composites	1-5	6	13	21	29	38	48	60	72
Acceptance No.	0	1	2	3	4	5	6	7	8

RECHECKS

PACKER OPTION

The packer can have the set-out fruit rechecked to determine whether it meets the grade. Only one recheck is allowed on set-out fruit.

Note: Raisins held for rocks, sandburrs, or puncture vines are NOT permitted to be rechecked and must be reprocessed under surveillance from a point before the riffle boards.

Raisins containing other foreign material (micro, mold, or sand) may be rechecked. Any failing portion must be reprocessed under surveillance from a point before the riffle boards.

Raisins containing glass or other deleterious material must be dumped under surveillance into a distillery tank or disposed of at an approved non-normal food outlet.

PROCEDURE FOR RECHECKS

1. Each pallet will be rechecked separately.

2. Draw equal amounts of raisins from each container in the vertical row at one corner to make a 96-ounce (6-pound) composite sample.

3. Check for the failing defect(s).

4. If the first sample meets, draw a second sample from the opposite corner following the above procedure.

5. If the second sample meets, all product on the pallet meets.

    a. Remove the pallet control card.

    b. Enter the sample results on the tally sheet for the day the fruit was held and also in the “Processed Failing Fruit Held” ledger.

6. If the first sample fails the recheck, the product on the pallet fails, and the second sample is not drawn. If the first sample meets, but the second sample fails, the product on the pallet fails.

    Note: Both samples must be within grade tolerances before removing the pallet control card.

a. Record the failing results and day of recheck (in red) on the pallet control card.

b. Record the failing results on the tally sheet for the day the fruit was set out.

c. Record the results in the "Processed Failing Fruit Held" ledger.

7. Notify the packer of the recheck results.

8. Make sure that meeting rechecks are put on the RAC-15 Daily Packout Report (Appendix III) for the day the rechecks are done. (Original Code).

9. Enter on the Meeting Lots Ledger and enter the ledger page number in the "Processed Failing Fruit Held" ledger.

   Note: If there is not enough room in the Remarks column to neatly and legibly record Deviants and Rechecks, make a notation in the lower portion of the Remarks column stating, "See reverse side." Record deviants and rechecks on the reverse side of the tally sheet.

MICRO PROCEDURES

When requested by the handler, the Fresno Area Office will perform microanalysis on processed raisins as part of our normal service.

FDA Food Defect Action Levels are the official tolerances applied when conducting microanalysis. Listed below are the procedures to follow:

1. When the micro fails USDA tolerances and no recheck is requested, the failing lot must be reprocessed (under surveillance) from a point prior to the riffle boards.

2. If the handler requests a recheck, follow the procedures in the Procedures for Rechecks section of this instruction.

3. After recheck, any meeting portion of the lot meets. Record and release.

4. After recheck, any failing portion of the lot must be reprocessed (under surveillance) from a point before the riffle boards.

Other Services under the Federal Raisin Marketing Order

The inspector must make and maintain surveillance of fully rejected lots. The handler may desire to recondition or segregate some of the rejected lots to bring the entire lot, or portion thereof, up to minimum grade and condition requirements.

Any violations of the Federal Raisin Marketing Order that the inspector is aware of or has observed, relative to noncompliance with minimum grade and condition requirements or the disposition of failed lots, must be reported to the Fresno Area Office through the Area Supervisor.

The inspector will perform any other services as directed by the Fresno Area Office, such as inspecting pooled tonnage for RAC.

USDA Raisin Purchases

Solicitation Requirements

The solicitation (invitations for bids), commodity specifications, and purchase award announcement will require the contractor to furnish a Certificate of Domestic Origin and specify that natural (sun-dried) seedless raisins are the varietal type. The Federal Raisin Marketing Order defines Natural (sun-dried) Seedless raisins as all sun-dried seedless raisins with characteristics similar to Natural Thompson Seedless raisins. This includes raisins made from Thompson Seedless, Emerald Seedless, Perlette, and Delight grape varieties.

Individual Commodity Specifications

If the solicitation does not specify the grade and varietal type, follow the requirements listed for processed raisins in the Commodity Specification for Dried Fruit.

Note: If Type I – Seedless Raisins (1) Natural is specified, then **Type I – Seedless Raisins (2) Dipped, Vine-dried, or similarly-processed raisins are prohibited**.

Other raisin varietal types, such as Monukka, Dipped Seedless, and Other Seedless (Flame or Ruby Seedless), can only be offered when specified in the solicitation.

Compliance Samples

When grading for the USDA purchase program, if the inspector notices any varietal type (dipped, vine-dried, oleate, or other similarly-processed raisins) other than what is specified in the solicitations or Commodity Specification for Dried Fruit, collect a one-pound sample and notify the supervisor or the Officer-in-Charge immediately. The sample will be reviewed and possibly tested for sulfur or oleate.

The inspector should consult the supervisor or the Officer-in-Charge for any questions.

Reserve Pool Tonnage

The solicitation may include an agreement that the contractor acquires a quantity from the reserve pool equal to the poundage delivered. If the contracting officer accepts anything other than California natural (sun-dried) seedless raisins, supervisors must inform the Officer-in-Charge. The Officer-in-Charge would notify the RAC if other varietal types not specified in the Invitation, or Arizona raisins, are used to satisfy the USDA purchase. The RAC will not release natural (sun-dried) seedless reserve tonnage for other varietal types or non-California raisins shipped.

Lot Traceability

Follow the requirements for lot traceability in the USDA Purchases Manual.

U.S. Food and Drug Administration (FDA) Requirements

Raisins are subject to the same food safety standards as other products intended for human consumption. They must be packed under sanitary conditions and be free from adulteration, including contamination by decay, insects, filth, sand, or other harmful substances. FDA Food Defect Action Levels provide specific limits for such defects in raisins. Labels must be accurate and not misleading. Contact your supervisor if you have questions about these requirements.

Noncompliance with Labeling Laws

If cases are marked with two different net weights or are missing the sulfur dioxide or oil statement, immediately notify the proper plant official and remind them that such discrepancies may constitute misbranding under the Federal Food, Drug, and Cosmetic Act.

To comply with labeling requirements, ensure the company removes or obliterates any incorrect net weights from the label. If the plant does not correct the labeling, flag the grade statement as instructed in the Certification Manual. Issue a violation letter to company management using the SC-R79 FDA Labeling Violation Letter (Appendix XIII). Attach one copy of the letter to the original tally sheet and send another copy of the letter, attached to the certificate, if written, to the Fresno Area Office.

CONDITION INSPECTION AND REPACKAGING

CONDITION INSPECTION (TERM OF INSPECTION CERTIFICATE)

WHEN TO PERFORM A CONDITION INSPECTION

Under "Term of Inspection Certificate," § 989.159 states, in part:

"Any handler who:

- Fails to ship or make other final disposition for human consumption of any lot of packed raisins within 90 calendar days, or of any lot of natural condition raisins within 5 calendar days, after the date of the last inspection of the lot; or

- Has any shipment or portion of a shipment returned to his inspection point or storage premises within the area, shall, before any such shipment or final disposition, or before blending with other raisins, have such raisins inspected for condition and shall furnish promptly to the Committee (which may be through the inspection service as provided in § 989.158(b)) a copy of the inspection certificate showing that the raisins meet the respective requirements of this part for shipment, final disposition or blending.

Occasionally, an inspector will receive a request for such condition inspections of the packer's floor stock. There is no additional charge for such condition inspections.

Domestic raisins returned to the United States must be treated as imported raisins. Refer to the 8e Marketing Order Manual for further instructions.

Note: A lot presented for a condition inspection covering more than one code must be the same pack type.

PROCEDURE FOR CONDITION INSPECTION

The procedure for condition inspections is as follows:

1. For each 15,000 pounds (or a fraction of 15,000 pounds) of product, draw a minimum of 30 ounces (7.5 ounces from each of four separate shipping containers).

   If the product appears to be out of grade for any reason, draw an additional composite sample (limit the lot to 3,000 pounds) from 8 shipping cases. Draw 12 ounces from each case. If there are fewer than 8 cases, draw equally from each case to make a minimum composite of 100 ounces (2,840 grams).

2. Check containers for general condition and particularly note any warehouse damage (such as crushed cases) in the lower portion of the stack.

3. Check samples for deterioration (e.g., sugaring, insect damage, off odor, off-color, fermentation, etc.) and insect or other contamination. In addition, check the inside of the box for insect activity.

   If evidence of insect or rodent activity is found during sampling or examination, the product will be sampled and held for microanalysis. If a live infestation is found during sampling or examination, the product fails to meet grade requirements.

4. If the product meets the applicable grade, write a meeting SC-489 Memorandum Report of Inspection for Processed Raisins (Appendix XIV) and enter the appropriate information on the Memorandum Report (SC-489) Accountability Ledger.

5. If the sample fails the applicable grade standard, the inspector must:

   a. Write a failing SC-489 Memorandum Report of Inspection for Processed Raisins (Appendix XIV) and enter the appropriate information in the Memorandum Accountability Ledger.

   b. Notify the packer of the findings.

   c. Attach red RAC pallet control card(s) (Appendix II) to the lot affected.

   d. Make a surveillance record (Appendix XV) of the defect and place it in the files under “Condition Inspection Pending.”

   e. Keep notations on the surveillance records regarding any container changes, reconditioning attempts, further processing, or if the packer removes the lot from the plant premises.

   f. If the raisins are successfully reconditioned and meet grade requirements, enter the appropriate information in the Report of Meeting Lots of Processed Raisins (Appendix XVI) with the following statement:

      Raisins are included in above weight from failing SC-489 Memorandum Report of Inspection for Processed Raisins (Appendix XIV) No. ____ dated ____. (Partial or final)

6. File all completed Condition Inspection records with the original tally sheet.

If raisins have been packed over 90 days, have not been reinspected, and are shipped, notify the Inspector-In-Charge or the Sub-Area Supervisor.

DISTRIBUTION OF SC-489 MEMORANDUM REPORT OF INSPECTION FOR PROCESSED RAISINS

- **Original** – To the Packer.

- **First copy** – Attach to the tally sheet representing the Condition Inspection. When a Condition Inspection Memo covers more than one code, attach the Memo to the tally sheet represented by the latest code date on the Memo. To the other tally sheet covered by this Condition Inspection Memo, add the following statement:

  "Meets (or Fails) Condition Inspection. Memo No. ___ dated ____. Memo attached to tally sheet dated ____."

- **Second copy** – Marked "Fresno" to the Fresno Area Office.

- **Third copy** – Marked "RAC" to the Fresno Area Office.

CERTIFICATION DATE

If a certificate SC-146 (Appendix IV) is requested, the latest condition inspection date will be the date used.

CORRECTED MEMORANDUM REPORTS

If a SC-489 Memorandum Report (Appendix XIV) contains an error, the inspector will immediately issue a corrected Memorandum Report of Inspection.

1. In the upper right hand corner of the Memorandum Report, write "CORRECTED."

2. The corrected Memorandum Report will be prepared in the same manner as the original report, except for the corrected portion.

3. Under the "Remarks" statement, make an appropriate explanation of the correction as follows:

   This report supersedes Report No. ___ dated ____ (followed by an explanation: Account incorrect case count or other appropriate statement).

4. The corrected memorandum will be signed by the inspector who signed the original memorandum or by a supervisor or Inspector-in-Charge.

5. Distribute the corrected report in the same manner as the report it supersedes.

6. Record the corrected report in the Memorandum Report Accountability Ledger.

VOID MEMORANDUM REPORTS

If the inspector makes an error in preparation of the memorandum report and such error is detected before the report is distributed, the inspector will mark all copies of the report "VOID" and distribute as follows:

- Original and first three copies to the Fresno Area Office.

- A record of all SC-489 Memorandum Reports (Appendix XIV) written must be kept in the Accountability Ledger.

REPACKAGING

NOT REPORTED ON RAC-15 (DAILY PACKOUT REPORT)

- **Conditions:** Repackaged raisins are not reported on the RAC-15 Daily Packout Report (Appendix III) under the following conditions:

    - When raisins are transferred from one bulk case to another, or to cartons or bags, without further processing, such as running through machinery or adding water.

    - When a packer changes shipping containers or transfers cartons from one container to another, such as when 48/15-ounce cartons are sealed and coded, opened, and re-cased into 24/15-ounce cases.

      Note: When any of the above conditions occur, the code for the new cases must be the same as for the old ones.

- **Recording Count:** When raisins are transferred from one shipping container to another, record the count of the original brand (before transfer) in the box for the handler's count on the SC-489 Memorandum Report (Appendix XIV), as for Condition Inspection, with the following addition:

  In "Remarks," write size, brand of cases, and brand name on the new cases.

  Note: The code on the new cases must match the code on the old cases.

- Distribute the memorandum report as follows:
    - **Original** – To the Packer.
    - **First copy** – Attach to the applicable tally sheet for the inspector's plant record.
    - **Second copy** – Marked "Fresno" to the Fresno Area Office with the week-ending paperwork.
    - **Third copy** – Marked "RAC" to the Fresno Area Office with the week-ending paperwork.

RECONDITIONING BY PROCESS

TYPES OF RECONDITIONING

There are three types of reconditioning. The descriptions and methods of handling are as follows:

- **Identity Preserved** – Identity of a particular lot of off-grade raisins must be preserved throughout the reconditioning. Meeting portions are entered in the incoming ledger as "Partial" until the final portion is run.
- **Identity Commingled** – Several off-grade lots with the same defect and belonging to one grower may be commingled and reconditioned as one lot. Meeting portions are entered in the incoming ledger as "Partial" until the final portion is run. Identity commingled lots are given a special lot number in order to combine original lots into one lot.
- **Various Commingled** – A number of off-grade lots belonging to different growers, but off-grade for the same defect, may be reconditioned as a single lot. Meeting portions are entered in the incoming ledger as "Partial" until the final portion is run. Various commingled lots are given a special lot number to combine original lots into one lot.

RECONDITIONING FOR SANDBURRS

When reconditioning by process for sandburrs, draw the sample at the regular sampling interval.

- USDA personnel will perform surveillance on the processed raisins just before the point of sampling.

- If sandburrs are observed at this point, the inspector will be notified.
- The inspector must segregate and attach a red and white pallet control card to the affected portion.

- Keep an accurate physical count of the packed cases of reconditioned raisins.

TALLY SHEETS

Before reconditioning, the outgoing inspector should consult with the incoming inspector to designate type and reconditioning methods. The method for sampling off-grade raisins may vary for different defects when reconditioning.

The outgoing inspector will use a separate tally sheet, duplicating the incoming inspector and additional copies when needed and enter the following applicable statement on the tally sheet:

- **For Identity Preserved:**

  Raisins are from Failing Reference No. ____. W/S No. ___ (Partial or Final).

- **For Identity Commingled:**

  Raisins are from Identity Commingled (defect). Lot No. ____ (Partial or Final).

- **For Various Commingled:**

  Raisins are from Commingled (defect). Lot No. ____ (Partial or Final).

REPORTING RECONDITIONED RAISINS

Raisins reconditioned by the process and graded by processing standards are considered incoming raisins until they are successfully reconditioned for the original defect. Therefore, all reconditioning of failing incoming raisins will be met or failed on incoming paperwork. This includes raisins in sealed and coded cases. The grading of these raisins will be in accordance with outgoing processing standards, not incoming lab procedures.

MEETING RECONDITIONED RAISINS

- The outgoing inspector will enter the physical case count and net weight of the meeting reconditioned raisins on the tally sheet.
- The outgoing inspector will give the incoming inspector a copy of the tally sheet.

- The incoming inspector will enter the reconditioned weight in the incoming database and inform the outgoing inspector of the Incoming Ledger reference number.

- The outgoing inspector will enter and circle or bracket the reconditioned weight in the "Report of Meeting Lots of Processed Raisins" (Appendix XVI) immediately under the total packout entry for that variety. On the line below the circled or bracketed weight, enter the following statement:

  "Entered as Incoming Reference Number ___."

- Raisins reconditioned into pans and later used for raisin paste will have a separate entry in the "Report of Meeting Lots of Processed Raisins." The entry will be as follows:

  Date RP (Under Code) Variety Weight

  On the line below, the outgoing inspector will enter the reconditioned weight and circle. Below the circled or bracketed weight enter the following statement:

  Note: The weight circled or bracketed is the total reconditioned weight. If the raisins reconditioned came from several lots, the weights from each lot will be added, and only one weight per variety will be entered in the "Report of Meeting Lots of Processed Raisins."

  Raisins used for raisin paste will be reported separately from any other processed raisins, even if the raisins are of the same variety.

RAISINS FAILING FOR THE ORIGINAL DEFECT

- The outgoing inspector will record the amount of failing raisins on the tally sheet and the pallet control card(s) used to identify the fruit.

- The physical case count and net weight of any meeting reconditioned raisins will be entered on the tally sheet.

- The outgoing inspector will give the incoming inspector a copy of the tally sheet.

- For raisins failing for the original defect, the incoming inspector will:

  a. Record the reconditioning attempt on the reconditioning tally sheet on that lot.

b. Make a surveillance sheet covering the raisins that failed the reconditioning attempt.

c. Enter the information on the failing portion in the incoming database.

Note: The weight circled or bracketed is the total reconditioned weight. If the raisins reconditioned came from several lots, the weights from each lot must be added, and only one weight per variety must be entered in the "Report of Meeting Lots of Processed Raisins" (Appendix XVI).

Raisins used for raisin paste will be reported separately from any other processed raisins, even if the raisins are of the same variety.

Raisins Failing for Other Than the Original Defect

When raisins are successfully reconditioned for the original defect but fail for some other reason (such as moisture), the raisins will not be included in the day's packout.

The incoming inspector must record the information on the reconditioning tally sheet noting the lot as meeting raisins.

From then on, the outgoing inspector will treat the raisins set out for other than the original defect as any other set-out raisins.

Fumigation Verification Procedure

Fumigation

Government Purchases and Other Raisins

USDA purchase announcements for Dried Fruits (dates, prunes, figs, and raisins) usually require fumigation both before packing and after processing and packaging. If the solicitation or commodity specification requires that such practices be performed under the observation and to the satisfaction of the USDA grader, the grader will follow the Fumigation Verification Procedure which follows.

The guidelines in this manual must be used for all dried fruits. If there is a discrepancy between the manual and the label instructions, the label instructions for the fumigation material will always be followed.

Verification of fumigation will be documented using appropriate forms. Attach completed forms with the corresponding tally sheet or file in the appropriate areas.

Caution: Always check label requirements. Each product may have different requirements.

An hourly rate will be applied when fumigation verification cannot be accomplished in conjunction with the normal Federal Raisin Marketing Order inspection.

This hourly rate will be applied when scheduling additional USDA inspectors or aides or when the inspector or aide must work additional hours or weekends because of the extra activity.

Time for the extra activity will be recorded daily on form SC-R183 (Appendix XI) and forwarded to the Fresno Area Office with the week-ending paperwork.

ADVANCE NOTICE

SCI Division will be notified a minimum of 24 hours in advance for fumigation of raisins or other dried fruit unless a shorter period is acceptable to the SCI Division or Inspector-In-Charge.

SURVEILLANCE

Surveillance must be maintained on product that has been fumigated. Other product that has not been fumigated is a possible source of reinfestation, so such product must not be placed in fumigators, chambers, or stacks containing fumigated product.

Surveillance of fumigated product can be accomplished by sealing the fumigator doors with railcar seals, placing gummed tape on the doors or on the seams of paper stacks, and stamping the seals or tape with the “Officially Sampled” USDA stamp. If this stamp is unavailable, gum tape can be used with the date, time, and inspector’s or aide’s initials placed on the tape.

If a violation of these instructions is detected, such as seals or gummed tape being removed by a person other than USDA personnel or for product that has not been fumigated, contact the Area Supervisor.

DATE OF FUMIGATION

The date of fumigation will be noted on the stack, chamber, or fumigator.

Note: When product temperature is below 40 °F (5 °C), remind the applicator to check label requirements.

PLACARDING THE FUMIGATED AREA

The applicator must placard or post all entrances to the fumigated area with signs bearing, in English and Spanish:

- The signal word DANGER/PELIGRO and the skull and crossbones symbol.
- The statement “Area under fumigation DO NOT ENTER/NO ENTREE.”
- The date of fumigation.
- The name of the fumigant used, i.e., Methyl Bromide.
- The name, address, and telephone number of the applicator.

The Environmental Protection Agency requires that a certified applicator be on site during any application but need not be physically present at the point of application. At least two trained individuals should be present when the fumigant is applied from within the space to be fumigated or at the entry point into a space that is not completely aerated.

CALCULATING FUMIGATOR SPACE

To ensure that the specified amount of fumigant is being used, the inspector must know the cubic feet of the area to be fumigated. The formula for calculating cubic feet is as follows:

Width x Length x Height

Example: Fumigator size is:

Width = 30 feet
Length = 60 feet
Height = 19 feet
30 x 60 x 19 = 34,200 cubic feet

Example: Large van size is:

Width = 8 feet
Length = 48 feet
Height = 8.5 feet
8 x 48 x 8.5 = 3,264 cubic feet

PESTICIDE SAFETY INFORMATION

Seek medical attention immediately if any of the following symptoms occur:

- **Methyl Bromide**

  Methyl Bromide is sold as a liquid and vaporizes under pressure and heat. At normal temperature and pressure, it is a colorless, odorless gas, detectable only with appropriate instruments.

  There is no specific antidote for Methyl Bromide poisoning, so prolonged, excessive exposure must always be avoided. Contact with the liquid or high vapor concentrations may cause itching, prickling, and reddening of the skin, and, later, blister formation, which heals slowly. Severe corneal burns may result from contact of the liquid with the eyes. Most excessive exposure results from inhalation; the absorption rate through the skin is slow when exposure is to the gas and rapid when exposure is to the liquid form of this chemical.

  Signs and symptoms of inhalation or skin exposure are extremely variable, and it is difficult to say with certainty which ones may appear first. The effects mentioned here may occur singly or in any combination. Early signs and symptoms may include blurred or double vision, nausea, vomiting, dizziness, headache, eye inflammation, slurred or hesitant speech, loss of coordination, and elevated body temperature. Fainting spells, unconsciousness, or mild depression are sometimes present. Breathing may be difficult or stop entirely. Also reported are occasional changes in food taste. Trembling, muscular twitching, and convulsions are not unusual.

  If the liquid is spilled or splashed on you, all contaminated clothing, including shoes, should be removed immediately. You should then wash thoroughly with soap and water.

  SEEK MEDICAL ATTENTION IMMEDIATELY.

  Contaminated clothing should be washed before reuse, and leather items should be allowed to air for at least 24 hours before being worn again.

- **Phostoxin**

  Phostoxin (aluminum phosphide) is sold as a solid tablet or pellet that reacts with moisture in the air to form phosphine, a toxic gas. Phosphine is colorless, with an odor like decaying fish or garlic. This product is used as a fumigant of raisins in enclosed spaces.

Inhalation of phosphine causes restlessness, fatigue, slight drowsiness, nausea, vomiting, and frequent severe stomach pain and diarrhea. There is often headache, thirst, dizziness, heaviness, and/or burning of the chest. Most persons recover without aftereffects.

Precaution: When Phostoxin pellets or Phostoxin tablets are used as the fumigant, do not physically count the pellets or tablets. This could be extremely hazardous. Rely on the label declaration and the certified applicator for the count.

PLANT INFORMATION FILE

Each plant should have current pesticide labels filed in the plant information file. The inspector should review these labels before fumigation. Any changes noted on the label regarding dosage and exposure time or other pertinent information that does not coincide with the instructions outlined should be brought to the attention of the Inspector-In-Charge or Sub-Area Supervisor.

The plant information file should also contain a chart identifying fumigators by number and designating their dimensions. Once the dimensions of each fumigator are verified, there should be no need to verify them for each fumigation.

LABORATORY PROCEDURES

MOISTURE DETERMINATION – PROCESSED RAISINS (USE OF THE DRIED FRUIT MOISTURE METER WITH RAISIN ELECTRODE)

PROCEDURES FOR AN OFFICIAL MOISTURE DETERMINATION

Tighten all connection bolts, and make sure the grinder is facing the proper direction before starting the grinder. Do not put hands in the grinder.

1. Grind enough sample through the grinder to remove the residual of the previously ground sample. Then, knead the grindings from the sample by hand until thoroughly mixed.

2. Pack the ground sample into the Bakelite cylinder containing wax paper liner so that the top is level and the cylinder full, making certain that it is packed firmly against the bottom electrode.

3. Press the top electrode into the sample until it is stopped by the post. Place the thermometer in the hole provided in the electrode arm. Insert to a depth of about halfway down in the cylinder. Set timer for two minutes to allow the thermometer to adjust to the correct raisin temperature.

4. Plug the moisture meter into a 110-volt AC outlet and turn on the main switch. Adjust the voltmeter control switch until the voltmeter reads 10 volts or less.

5. Set the tap-setting indicator on one of the three tap settings currently used for raisins:

   - Tap 6 – Low moisture content – 9% to 15%
   - Tap 3 – Medium moisture content – 13% to 20%
   - Tap 2 – High moisture content – 19% to 24%

6. If the sample seems moist, turn the dial to about 80. If the sample seems dry, turn the dial to about 40. This prevents bumping the micrometer.

7. Depress the push-button switch and watch the micrometer. If the dial setting is near the correct range, the meter will read on the scale. If the meter pointer goes completely to 100, release the push button immediately. Reset the dial and try again. The operator will soon learn to judge where to set the dial by the feel of the raisin grindings.

8. When the meter reads on the scale, keep the push button down and turn the dial so the meter pointer moves toward zero. When the zero point is reached, the needle will back up if the dial continues in the same direction. Adjust the dial to be near this zero or turning point as possible.

9. Turn the voltmeter control switch completely to the right. Adjust the dial to the meter zero or turning point with the push button down. When this turning point is accurately reached, read the dial. Then, read the thermometer.

10. Refer to the appropriate moisture chart for raisins.

11. Find the correct temperature column on the table and follow down this column until the number nearest to the dial reading is reached. The moisture percentage will be found in the extreme left or right column.

12. Turn off the main switch. Thoroughly clean and dry the parts which met the ground fruit.

WHEN A MOISTURE READING CANNOT BE DETERMINED

- If tap 6 is used on very dry raisins and a moisture reading cannot be determined, record it as -9%.

- If tap 2 is used on very wet raisins and a moisture reading cannot be determined, record it as +24%.

CHECKING THE MOISTURE METER

The moisture meter must be checked daily to verify proper calibration. Checks will be done before the start of inspection and recorded on the Daily Compliance Check Sheet (Appendix V).

1. Place the test electrode in the moisture meter.

2. Operate the moisture meter in the same manner as for an official moisture determination.

3. Check the micrometer reading for each tap with the reading printed on the test electrode.

4. The moisture meter needs adjustment or repair if it does not read properly.

CARE OF THE FOOD CHOPPER/GRINDER

When moisture determinations are being made consecutively during the day, it is not necessary to wash and dry the food chopper/grinder after each use. When a new sample is to be ground, enough of the sample will be run through the chopper/grinder to "sweep" the chopper/grinder clear of residue from the previous sample.

Never overload the chopper/grinder with dry raisins. This may damage the component parts.

At the end of each day, or as necessary during the day, the chopper/grinder will be thoroughly washed and dried. Always unplug chopper/grinder before dismantling.

CARE OF MOISTURE METER

The moisture meter operating instructions must be followed in detail. Incorrect handling may damage the tester, thereby producing incorrect test results. Refresh memory and technique periodically by reviewing the machine's operating instructions.

The moisture meter will be kept clean and handled like any other delicate lab equipment. After each test, thoroughly clean and dry the parts that came in contact with the ground fruit. Do not handle dials with sticky hands.

AIRSTREAM SORTER

TEMPERATURE STABILIZATION OF THE AIRSTREAM SORTER

Read the instructions below completely before operating the Airstream sorter.

1. Connect the power cord and turn on the main switch, blower, and automatic heater.

2. Never change the adjustment on the thermostat.

3. Temperature stabilization occurs when the thermometer stays within the limits of 89 °F and 91 °F, which takes approximately 20 minutes. Make sure the thermometer always remains in place.

4. If the temperature will not stabilize within these limits, contact an airstream specialist before continuing. If the lab is very cold, try using the auxiliary heater.

FEED HOPPER BAFFLE ADJUSTMENT

1. Both baffles are set parallel to the lines scribed on the Plexiglas side of the hopper for all Thompson varietal types. For Zante Currants, the front baffle will be set vertically and the rear baffle will remain parallel to the scribed line on the Plexiglas.

   After running a sample of Zante Currants, always adjust the baffle back to the original setting.

2. After baffles are adjusted, close and lock the drawers and hopper door, then turn on the main switch.

3. When the automatic heater brings the temperature back to 90 °F, the machine is ready for pressure setting.

PRESSURE SETTING ADJUSTMENT ON ADJUSTABLE AIRSTREAMS

The temperature must be within proper limits before the pressure can be set.

1. Turn the pressure control crank clockwise to increase, and counterclockwise to decrease, the pressure. The pressure must be set at 48 for Thompson varieties and 33 for Zante Currants.

2. Disregard the slight fluctuation and never adjust the pressure setting while the machine is in operation. The fluctuation is more pronounced during sample separation.

AIRSTREAM CONTROL CHECK (BALL CHECK)

The red ball is used to check the substandard pressure setting. Each numbered ball must be kept with the same numbered machine.

1. A ball check must be made and recorded at the beginning of each shift, approximately every two hours of regular use, and at the end of the day's operation.

2. Record the time and initial each ball check on the Daily Compliance Check Sheet (Appendix V).

3. Standardized balls will be kept in containers when not in use.

4. The general reaction of the ball is to hover for approximately 10 to 15 seconds in the area shown on the plastic face of the column designated by the solid orange lines.

5. When the ball does not hover between the solid orange lines for the prescribed time, repeat the ball check procedure to verify if the non-standard reaction is consistent. This procedure will be repeated at least three times before the machine is declared non-standard.

NON-STANDARD PROCEDURE

- When the ball checks show that the machine is not working properly (i.e., a non-standard machine), discontinue using the machine immediately.

- Notify the Inspector-In-Charge, supervisor, and/or an airstream specialist.

MOISTURE REQUIREMENTS (PROCESSED RAISINS)

The maximum moisture for NTS raisins run through the airstream sorter is 18.0%. Raisins with a moisture content exceeding 18.0% must not be run through the airstream sorter.

SAMPLE PREPARATION

Raisins must be free-flowing to run through the airstream sorter. The following instructions are for outgoing processed raisin machine operators.

1. Weigh 500 grams of raisins from the original composite sample after the mixing procedure is completed.

2. Before placing in the airstream sorter, the 500-gram sample will be properly prepared by separating any multiple-clustered berries, especially when checking substandard levels of dehydrated varietal types, such as Golden and Dipped Seedless.

AIRSTREAM SEPARATION

1. Close and lock the plenum chamber drawers. Open the hopper door and slowly pour the 500-gram sample into the hopper, filling the rear of the hopper first. Any raisins that fall outside the hopper or into the column must be returned to the hopper. Close the hopper door, making sure there are no raisins on the door seal.

2. Copy identifying information from the tally sheet onto a slip of paper and place the slip of paper on the I.D. clip on the machine.

3. Check the pressure setting and turn on the feed belt switch.

4. While the sample is being separated, occasionally check the temperature to see that it is holding within the limits of 89 °F and 91 °F.

    - In very cold labs, it may be necessary to use the auxiliary heater to help the automatic heater maintain 90 °F.

    - On very hot days in non-air-conditioned labs, the temperature may stay above 91 °F. When this occurs, cease operations and consult the Inspector-In-Charge or supervisor.

    - If the machine temperature exceeds 91 °F or falls below 89 °F, the results cannot be used.

5. If a stoppage occurs, turn off the feed belt switch. After all the raisins in the column are separated and the column is clear, open the hopper door and dislodge the obstruction. Close the hopper door and turn on the feed belt switch.

6. When all the raisins have been separated and the column is clear, turn off the feed belt.

WEIGHING SEPARATED RAISINS AND RECORDING RESULTS

- Weigh the raisins from each drawer separately. Add the two weights together from both drawers. This procedure will verify that all raisins passed through the machine.

- When substandard verification is being determined, use the weight of the raisins removed from the drawer on the left side of the machine.

- Therefore, double the weight of the "blows" removed from the drawer. Using the Moisture Correction Chart provided in the airstream book, determine the percentage of substandard raisins. The Moisture Correction Chart is based on a 1,000-gram sample.

CLEANING THE AIRSTREAM SORTER

The airstream sorter must be cleaned periodically, as needed, following the instructions below.

- **Feed Belt Cleaning**

  Place a damp sponge on the feed belt behind the first baffle and let the belt run until it is clean. It may be necessary to clean the sponge several times.

- **Plexiglas Cleaning**

  The area to be cleaned is the front portion of the column cover that is held on with clips.

  Turn off the main switch. Remove the clips, and the Plexiglas can be removed and cleaned with a damp sponge. Also, clean the column area as far as can be easily reached. Soap or detergent may be used; however, do not use anything abrasive. After all parts are dry, reinstall the Plexiglas. Always check for leaks with a lit match near all possible leak areas.

- **Plenum Chamber Drawer Cleaning**

  Remove the drawers, then wash or wipe with a damp sponge. Use a damp sponge to clean the area behind the drawers. After all areas are dry, replace the drawers.

MISCELLANEOUS INFORMATION

At no time should any attempt be made to adjust the arch setting or to unplug any holes covered with sealant. Any changes of this type, accidental or intentional, must immediately be reported to the Inspector-In-Charge, supervisor, and/or airstream specialist. Changes of this nature will affect the results of the separation.

At the end of the day's operations, turn off all switches, disconnect the power cord, open all drawers approximately one inch, and close the hopper lid and lock it.

SCALE INSTRUCTIONS

- The scale must be level when in use. Some Mettler scales are self-leveling, while others have a bubble located in the back of the scale. This type of Mettler scale is leveled by adjusting two legs located near the front on the bottom of the scale.

- Depress the bar on the Mettler scale to turn it on and lift the bar to turn it off. All electronic scales should be warmed up for approximately 20 minutes before use. Turn off the scales at the end of the day.

- Scale markings for Mettler scales are 1-gram increments.

- Do not weigh amounts exceeding 2,500 grams.

- For the triple-beam scale, be sure the scoop matches the scale (both are numbered). With the scoop in place and all the balance slides at zero, adjust the bar to zero (center line on the right end of the scale) by using the adjustment knob located on the left end of the scale.

- The Scout scale can be used with an AC adapter or a 9-volt battery. The units will self-level when the operator presses the zero button to turn them on. Allow five minutes of warm-up time before using the unit. If it is necessary to re-zero the display, momentarily press Zero On. To turn the balance off, press and hold the mode off until the display indicates off, then release.

- Check and record results on the Daily Compliance Check Sheet (Appendix V) twice a day with various size weights.

MOLD – VERIFICATION METHOD FOR SUN DRIED VARIETIES

1. Place questionable raisins or currants in a pan, cover with water, and bring to a boil. Let them simmer for 20 minutes or until reconstituted.

2. Do not exceed 30 minutes for raisins or 10 minutes for currants.

3. Pour raisins into a strainer, wash with fresh water, and place in a deep white pan. Cover the raisins with fresh water.

4. Examine and remove raisins affected with mold or rot.

5. Handle boiling raisins with extreme care and turn saucepan handles inward.

6. Raisins suspected of being moldy may be examined microscopically to verify the presence or absence of mold filaments.

SAND, SOIL, OR SIMILAR INORGANIC MATERIAL

The inspector will ascertain whether gritty substances are present in processed raisins by organoleptic means. The presence and amount of sand or gritty substance may be verified by the following objective method:

- Equipment
    - 3-quart saucepan
    - Standardized sand tube
    - Wash bottle
    - Gas or electric hot plate
    - Sink with spray hose connection
    - Gram balance
    - 8-inch, 8-mesh draining screen
    - 8-inch, 150-mesh draining screen
- Procedure
    1. Mix representative sample thoroughly.
    2. Weigh out 250 grams of the thoroughly mixed sample and place in saucepan with 1-1/2 quarts of water. Heat to a boil, then simmer for 20 minutes, or reconstitute overnight.
    3. Pour about 1/3 of the raisins into the 8-mesh screen. Use the spray hose to wash all of the raisins, turning each berry with the fingers. Rub or press the moldy, decomposed berries through the screen to remove embedded sand and dirt.

       Use enough pressure to wash the fruit thoroughly, but not so much that large drops of water splash out. After washing this sample portion, remove the 8-mesh screen from the 150-mesh screen and dump the washed and rinsed raisins into a discard container. Repeat the process

until all of the raisins in the sample are washed. This is usually done in thirds.

After pouring the last raisins onto the screen, thoroughly wash the cooking pan and rinse the water through the screen. After the last portion of the sample has been washed and discarded, thoroughly rinse the 8-mesh screen onto the 150-mesh screen, making sure the bottom rim is rinsed as well.

Use the spray to wash down the sides of the 150-mesh screen. Tilt the screen at a 45° to 60° angle. Direct a stream of water into the screen and, starting at the top, use a side-to-side motion of the stream and wash the sand and raisin material into a saucepan.

4. Decant all raisin material and most of the water.

   When decanting raisin material, always place a white porcelain grading tray or the equivalent under the raisin material being decanted. This procedure will catch any sand that may be washed out of the cooking pan during decanting. After the decanting process is completed from the cooking pan, decant the raisin material into the white porcelain grading tray. Using a wash bottle, wash any remaining sand from the tray and pour it into the standard measuring tube.

5. Use a wash bottle to clean the pan and wash the sand into the standard measuring tube. Jar the tube slightly. Record the results as measured.

   - Grade A – 0-5 units of sand
   - Grade C – Exceeds 5 units, up to 6 units of sand
   - Failing Sand – Exceed 6 units of sand

INSECT ANALYSIS FOR LAYER

After the examination for grading factors is completed, a check for infestation or other contamination will be made as follows:

1. Place a one-pound cluster of raisins in a sand screen, which is set in a deep porcelain tray.

2. Shake the sand screen vigorously for 30 seconds.

3. Turn over and shake again for 30 seconds so all extraneous material (sand, chaff, insects) is removed from the raisins and caught in the receiving tray.

4. Carefully examine the residue in the tray and record the results on the tally sheet.

5. If any live infestation or rodent contamination is found, notify the packer immediately and advise the packer that final certification will be delayed pending examination of additional samples.

RECORDS AND REPORTS

TALLY SHEETS

RECORDING

The inspector will be given the appropriate tally sheet to record all pertinent information related to the inspection, including detailed inspection results. The inspector will record information on the tally sheet indicated by the specific headings, as may be applicable to the inspection involved. The inspector will also record any other information that may be pertinent to maintaining a complete record. The inspector will manually sign the tally sheet. If the inspector's aide performs the grading, the aide will initial the tally sheet, and the inspector will sign it.

CORRECTIONS

Tally sheets are subject to review by the supervisors and other Division officials. They must be legible, neat, and complete. If an error is detected on a tally sheet, the inspector will:

1. Draw a line through the entry to be corrected;

2. Record the correct entry;

3. Initial and date the correction.

Do not make corrections by writing over an entry. Do not use white-out.

INSTRUCTIONS FOR FILLING OUT TALLY SHEETS

The instructions for filling out tally sheets are as follows:

- **Date** – Enter date. Do not abbreviate dates. The month of the year will be written in its entirety.

- **Name and/or Address of Applicant, City, State** – Enter the name of the applicant and their address.

- **Size and Type Container** – Enter the size and type of container, such as 30-pound cases, 24/15-ounce cartons, 16-ounce bags, etc.

- **Inspector** – Inspector's signature or aide's initials and inspector's signature.

- **Case Code** – Enter shipping case code(s).

- **Primary Container Code and Method** – Enter primary container code(s).

  Note: If there is a code change during the day's production, enter "See Remarks" under the appropriate code heading. Place a line in the Remarks section next to the corresponding breakdown, then enter the code change information.

- **Packed For** – Enter raisin size specified by the packer, such as Select, Mixed, or Small. Draw a line through this space if the packer does not designate a size.

- **Actual Size** – Enter the actual size, regardless of the size designated by the packer.

- **Raw Product** – Enter the condition of the raw product used for the pack.

- **Time** – Enter the time the sample was drawn from the packing lines.

- **Brand/ID Container Mark** – Enter identifying mark or label, such as Bonner, Tagus Ranch, Lady Lee, etc.

  If raisins are being packed in bulk cases and the only case marking is the net weight, enter NO BRAND in the "Brand" column.

- **Sampled from Sealed Cases** – Samples must be drawn from sealed cases at least once per tally sheet, with a sampling rate of one in every four breakdowns per tally sheet. Enter "Yes" if the sample is drawn from a sealed case. Enter No if not drawn from a sealed case.

- **Stems** – Enter the total stem count after the sample analysis is completed.

- **Moisture** – Enter only the actual moisture percentage if 18.0% or below.

  - **% Moisture** – Enter the actual moisture percentage.

  - **Adjust** – If above 18.0%, up to 18.4%, use the "Adjust" column.

- **Retest** – If the product has been set out for moisture, let product set for a minimum of 12 hours and then enter the re-test moisture percentage.

- **Capstems** – Enter the total capstem count. For Zante Currants, enter the percent by weight of the capstems and attached raisins.

- **Damaged % (1)** – Enter the percent by weight of damaged raisins in the sample.

- **Discolored % (2)** – Enter the percent by weight of discolored raisins.

- **Mold % (3)** – Enter the percent by weight of mold.

- **Total of (1)(2) & (3)%** – Enter the combined total percentage of damage, discolor, and mold.

- **Sugar %** – Enter the percent by weight of sugared raisins.

- **Sand** – Enter a check mark if no sand is present. If a sand test is performed, Enter the test results ("A," "C," or "Fails").

- **Color & Flavor** – Enter "G" (for "good) when flavor and color are normal or typical for the variety of raisins being inspected. Enter "FG" when flavor and color are fairly good for the variety of raisins being inspected. Enter "F" when flavor and color are not typical for the variety of raisins being inspected. In such cases, save a sample for office analysis.

G = Good (normal or typical)	A and B Grade
FG = Fairly good	C Grade
F = Fails to meet the requirements for Grade C	Fails

- **Substandard & Undeveloped %** – Enter the combined total, by weight, of substandard and undeveloped.

- **Maturity % B or Better %** – Enter the percentage of B or Better on complete breakdowns. Enter letter grades other than full breakdowns, where maturity does not change.

- **Size Percentage (Thru)** – Enter size percentages.

- **Seeds** – Applicable only to raisins with seeds when designated as raisins with seeds.

- **Grade** – Enter grade.

- **Remarks** – Enter any pertinent information that would serve to help identify the lot and any actions taken on individual sample analysis, such as code changes, identification of set-out portions, etc.

  Note: The "Remarks" column of the tally sheet lists the number of cases certified and the certificate number.

All unused lines on the tally sheet must be lined out after grading to eliminate the possibility of additional breakdowns being added.

TALLY SHEET – UNSEALED AND UNCODED CASES

For raisins packed in unsealed and uncoded cases, which will be sealed and coded at a later date, the following instructions must apply:

- Date the tally sheet with the date the breakdowns are made. The original tally sheet and the weight check sheet will be filed with and will remain with the RAC-15 Daily Packout Report (Appendix III) for the day.

- Attach form RAC-11-B Identification Card (yellow pallet control card) (Appendix II) to each pallet. Include the following information on the card:

  - Date packed
  - Variety
  - Disregard other blanks on the card.

- Raisins packed in unsealed and uncoded cases must be reported on the RAC-15 Daily Packout Report (Appendix III) the day they are packed.

- On the day the raisins are sealed and coded:

  - Make a Condition Inspection of the portion of the lot to be sealed and coded if:

    - Raisins have been packaged for 90 days or more; or

    - The inspector feels the product has been held under unsanitary conditions; or

    - The inspector feels the product is out of grade.

  - Make a record of sealing and coding on a tally sheet, as follows:

    - Date the tally sheet the day the cases are sealed and coded.

- Fill in the headings with the appropriate information.
- The inspector will sign the tally sheet.
- In the remaining space available, write across the tally sheet:

  "Cases sealed and coded. Original inspection and weight results completed (date)."

  On the original tally sheet, enter: "(Number) cases sealed and coded on (date)."

  Note: Raisins will be coded with the code of the original pack date.

- Attach the tally sheet to the RAC-15 Daily Packout Report (Appendix III) for that day.
  - If only a portion of the pallet is used, leave the card on the unused portion. When all of the pallet is used, destroy the identification card.

DISTRIBUTION OF TALLY SHEETS

- **Original** – Attach to the RAC-15 Daily Packout Report (Appendix IV) as soon as it is issued and maintain in the appropriate file for reference.
- **Copy(s)** – Distribute to designated plant personnel.

FILING OF TALLY SHEETS

Tally sheets will be filed according to the variety and size of the container, starting with the largest container packed for that variety to the front and with various sizes of the pack following, to the smallest container packed in the back. Variety must be filed in the order they are recorded on the Meeting Lots Ledger.

DAILY PACKOUT REPORTS (FORM RAC-15)

RESPONSIBILITY

- **Packer** – The Rules and Regulations governing the Federal Raisin Marketing Order require that each packer will "furnish promptly to the committee, through the inspection service, a certified report furnished by the committee showing the

handler's count and weight of the raisins of each pack and varietal type packed each day."

- **Inspector** – The inspector is responsible for checking that the product inspected is reported on the RAC-15 Daily Packout Report (Appendix III). The inspector checks the net weight column for accuracy and ensures that the product code recorded is correct.

  The inspector will report any errors to the handler if they are noted.

  Should errors involve possible violations of the Federal Raisin Marketing Order, the inspector will report the possible violation(s) to the Inspector-In-Charge or the Sub-Area Supervisor with pertinent facts and figures in detail.

RAC-15 Daily Packout Report

This report must contain the following information:

- Number of containers packed
- Size of containers
- Varietal type
- Size or color
- Brand
- Net weight
- Code

Filing Daily RAC-15 Packout Report

RAC-15 Daily Packout Reports (Appendix III) will be attached to the original tally sheets for the day's pack and filed under RAC-15 Daily Packout Reports for the corresponding month. The reports should be filed for plants with large packout reports by the week. The packout reports will be filed from back to front, with the latest packout report in the front.

Report of Meeting Lots of Processed Raisins Ledger

This ledger will record all meeting lots of outgoing raisins and certify all meeting lots.

Raisins to be Included

Raisins to be included on the RAC-15 Daily Packout Report (Appendix III) and entered with the day's packout are:

- All raisins in sealed and coded cases.

- Raisins that have been transferred from bulk containers (previously “meeting raisins” in sealed and coded containers) into small orders of cartons or other containers;

- The packer’s weight of raisins in unsealed and uncoded containers for raisin paste, at such time as raisins are ground and put into sealed and coded cases; and

- All pans or unsealed cases of raisins to be transferred to another handler for packing into other containers. (These unsealed cases or pans should have pallet control cards (Appendix II) attached with corresponding surveillance sheets).

COMPLETING REPORT LEDGER

Instructions for completing Report of Meeting Lots of Processed Raisins Ledger are as follows:

- At the beginning of the new crop year (August 1), begin the ledger with page 1 and number ledger pages consecutively through July 31 of the following year. The ledger will be completed weekly, ending with the Saturday of each week.

- Maintain the ledger record in the original and two copies.

- Complete the information required by the heading on each ledger. The inspector will be provided with the assigned location number to enter it in the heading.

- Enter information daily in the variety column, with one entry for each variety, using the following guidelines:

    - All seedless raisins must be recorded as follows, regardless of variety:

      N. Seedless

      D. Seedless

      G. Seedless

      Note: Monukka and Monukka-type, such as Flames and Ruby Seedless, will be recorded in the variety column as N. Seedless or D. Seedless, whichever applies.

      Note: Dipped. Vine-dried or similarly processed raisins, such as Oleate, will be recorded in the variety column as D. Seedless.

- When a packer blends Seedless Type or Varieties and the blend exceeds 2%, record as follows:

  Mixed Seedless

- Raisins with seeds will be recorded by variety, such as:

  Muscats – Emperor – Cardinals, etc.

- Show all codes for each variety for the day. Make separate entries for uncoded containers, such as raisins used in raisin paste and raisins inspected to be shipped to another plant.

  - For raisin paste, enter "R.P." in the "Code" column.

  - For raisins in unsealed cases or pans, enter "Unsealed cases" or "pans," whichever is appropriate, in the "Code" column.

- The inspector completing the entries will record the name of the Inspector-in-Charge in the column under "Inspector."

- The Report of Meeting Lots of Processed Raisins Ledger will be closed at the end of the week. The Inspector-In-Charge will sign their name in the appropriate space at the bottom of the page with the title "Inspector-In-Charge." The inspector making the final entry for the week may also close the ledger for the week by signing their name in the space at the bottom of the page.

DISTRIBUTION OF THE REPORT OF MEETING LOTS OF PROCESSED RAISINS LEDGER

The Inspector-In-Charge will distribute the weekly completed, closed ledger as follows:

- **Original** – To the Fresno Area Office.

- **First copy** – Deliver to the plant office.

- **Second copy** – Retain in the USDA ledger file.

CORRECTED REPORT OF MEETING LOTS OF PROCESSED RAISINS LEDGER

Corrections on a previously issued Report of Meeting Lots of Processed Raisins Ledger will be made as follows:

- **Corrected Entry**

1. A new ledger page will be issued with the corrected entry only.

2. Write across the top of the new ledger page "CORRECTED."

3. Fill in the week-ending and page number of the new ledger page. Put "C" after the ledger page number. If a correction is made to a corrected page, show "Page No. ___ C-1," etc.

4. Draw a line in the "Net Weight" or "Pounds" column when the correction is not for a weight.

5. If the weight reported was more than the actual weight, subtract the correct weight from the originally reported weight and circle or bracket the difference.

   Example: The weight initially reported on the Report of Meeting Lots of Processed Raisins was 10,000 pounds. At some later date, a corrected RAC-15 Daily Packout Report (Appendix III) was issued indicating the weight should have been 9,000 pounds. The entry in the weight column of the corrected report would be 1,000 pounds and circled or bracketed, indicating a credit to the packer.

6. If the reported weight was less than the actual weight, show the difference, but do not circle or bracket it.

   Example: The weight initially reported on the Report of Meeting Lots of Processed Raisins (Appendix XVI) was 10,000 pounds. At some later date, a corrected RAC-15 Daily Packout Report (Appendix III) was issued indicating the weight should be 11,000 pounds. The entry in the weight column of the corrected report would be 1,000 pounds without being circled or bracketed, indicating a charge to the packer.

7. Below the corrected entry, enter the following:

   "This entry corrects line(s) (line numbers) in the Report of Meeting Lots of Processed Raisins Ledger, page ___ W/E ____ corrected this date ____ by _____."

- **Omitted Entry**

For an omitted entry on a previously-issued report, enter the following:

"The above entry was inadvertently omitted from between line ___ and line ___ of the Report of Meeting Lots of Processed Raisins Ledger, page ___ W/E _____."

- **Superseded Page**

  If the USDA or RAC requests the rewriting of a complete ledger page, write across the bottom of the ledger page, under the last entry:

  "This ledger page supersedes ledger page No. ___ W/E ____ Corrected this date ____."

- **Signature of Ledger Page**

  The ledger page must be signed by the inspector who signed the original ledger page or by a supervisor or Inspector-in-Charge.

- **Distribution of Corrected Page**

  Distribute corrected ledger pages in the same manner as the original ledger pages were distributed.

- **Filing Corrected Page**

  Attach the inspector's copy of the corrected ledger page to the inspector's copy of the original ledger page.

CERTIFICATE OF QUALITY AND CONDITION (SC-146)

Certificates on officially sampled lots are prepared from information taken from the inspection request, the certificate of sampling, tally sheets, or any other pertinent notes or records relative to an inspection. All documents and records from which certificates are prepared must be complete, legible, and accurate. Instructions for Certification of Processed Products are contained in the Certification Manual. The following information pertains to the certification of processed raisins.

DISTRIBUTION OF CERTIFICATES

SC-146 Certificates of Quality and Condition (Appendix IV) are to be distributed as follows:

- **Packer** – Original.

- **Inspector's file at plant** – Photocopy signed in blue ink, to be attached to the certificate work sheet and certificate request and maintained in a numerical file at the plant.

- **Fresno Area Office** – Send one copy to the Fresno Area Office, arranged in numerical sequence (from largest to smallest number).

- When a Certificate of Quality and Condition is issued for raisins packed at a plant other than the plant issuing the certificate, **one copy will be forwarded to the plant where the raisins were packed** so the original records can be completed, including recording on the tally sheet the number of cases certified, the certificate number, and any other information necessary to complete the records.

  Note: At the week-ending, verify that all certificates used are accounted for and forward to the Fresno Area Office along with other week-ending paperwork.

  Note: All photocopies must be legible.

MISCELLANEOUS INSTRUCTIONS

The inspector may be asked to write a certificate that will not comply with these instructions. Contact the Sub-Area Supervisor for instructions on writing such a certificate.

ISSUING CERTIFICATE COVERING RAISINS PACKED AT OTHER HANDLER LOCATIONS

Instructions for issuing certificates on raisins packed at other handler locations are as follows:

1. Issue a separate certificate for the portion of the product packed at a different handler location.

2. Verify case count from the Daily Packout Report. (This information can be obtained from the USDA inspector at the originating handler location.)

3. A supervisor or Inspector-in-Charge will sign the certificate for the original inspector.

4. Send a copy of the certificate to the inspector at the original plant to post on the tally sheet covered by the certificate.

   Example: The lot consists of 600 30-pound cases packed at Bonner Packing Company, then transferred to Tagus Ranch Packing Company, and added to a lot of 600 30-pound cases packed at Tagus Ranch Packing Company. This

makes a lot of 1,200 30-pound cases. Tagus Ranch requests a certificate for these 1,200 cases, which were packed at the two different locations.

In this situation, two certificates are required: one for the 600 cases packed at Bonner Packing Company and one for the 600 cases packed at Tagus Ranch Packing Company. Before a certificate can be issued for the 600 cases packed at Bonner Packing Company, a copy of the tally sheet covering those 600 cases must be obtained through the USDA from Bonner Packing Company. Normally, a copy of the tally sheet will accompany the raisins when they are transferred. However, it is the packer's responsibility to make arrangements through the USDA.

REPORT OF INSPECTION (FORM SC-66)

USE OF FORM

The SC-66 Report of Inspection (Appendix XVIII) may be used to convey results of lots or in-plant inspections when the applicant requests its use. The applicant should be cautioned, however, that most states and federal agencies will not accept this type of certification. (See the State and Institutional Purchases Manual (intranet link)).

This abbreviated report is useful in certifying numerous items of one or more products for purposes such as:

- Multiple lot shipments
- Bank loans
- Deliveries to institutions
- Requests from VA hospitals for certifications of local purchases of several lots of various items.

PREPARATION, PROOF-READING, SIGNING, SIGNATURES, CORRECTING, SUPERSEDING, TYPING ERRORS, AND DISTRIBUTION

The preparation, proof-reading, signing, signatures, correcting, superseding, typing errors, and distribution of the report of inspection SC-66 (Appendix XVIII) will be handled in the same manner as described in the instructions for a SC-146 Certificate of Quality and Condition (Appendix IV) above.

For complete instructions, see the Certification Manual.

Note: Do not use SC-66 in lieu of SC-146 without prior approval from the applicant.

COMPLETING THE REPORT OF INSPECTION

- **Certificate Number**

  The printed number on the certificate is the certificate number.

- **Date of Certificate**

  Record the date the certificate is typed, not the last inspection date.

- **Name and Address of Applicant**

- **Name and Address of Buyer**

  If no buyer is listed, dash out (---) this area.

  Note: The applicant, receiver, or buyer may be any designated company or individual.

- **Location of Product(s)**

  Use this area to record the city and state where the product is located.

- **Item No.**

  List items as requested by the applicant as 1, 2, 3 …

- **Product**

  - **Record Product:** Processed Raisins.

  - **Record Type:** Record the applicable type being certified according to the U.S. Standards for certification.

  - **Record Ingredients, Glazing Agent:** Oil Treated, etc.

  - **Record Raisin Size:** Select, Small, Mixed.

- **Number of Cases**

  Record number of cases as per designated item.

- **Container Size**

  Record the size as shown on the primary container, such as 30-pound cases, 15-oz cartons, 16-oz bags, etc.

- **Brand**

  Record the brand as shown on the primary container.

- **Packing Medium**

  Dash through this space (---).

- **Location**

  Dash through this space (---).

- **Lot Number**

  Dash through this space (---).

- **Date Inspected**

  Record the date of the last inspection for each item listed.

- **U.S. Grade**

  Record the grade for each item listed.

- **Codes**

  Record the code(s) for each item listed.

- **Preventing Alteration**

  Draw a line under the typed entries to prevent additional information from being added. Type the word “END.”

- **Contract Basis**

  Make no entry in the space, as it does not pertain to a marketing order.

- **Remarks**

  Record pertinent case markings, previous certifications, etc.

- **Address of Inspection Office**

  2202 Monterey Street, Suite 102A
  Fresno, California 93721

- **Signature of Official Inspector**

  The handwritten signature of the inspector.

At various times, the inspector may be asked to write a Memorandum that will not comply with these instructions. Contact a supervisor for information on writing such a Memorandum.

REPORT OF RAISINS TO BE CHARGED ON SC-R183

BILLING FOR OTHER INSPECTION SERVICES

The Report of Raisins to be Charged on SC-R183 (Appendix XI) is used to bill for other inspection services not covered under Federal Raisin Marketing Order No. 989. These include, but are not limited to, checkloading, condition of the container, and case stamping. Charge the current hourly rate (including overtime or holiday rate, as appropriate) for these services when they cannot be performed with marketing order inspection activity.

COMPLETING REPORT

Complete the SC-R183 (Appendix XI) as follows:

- Plant location number
- Plant name
- Week-ending date
- Date of inspection or other service
- Code of the product inspected, when applicable; otherwise, dash out (---)
- Item code, as listed above
- Number of hours used for service (listed to the nearest 1/4 hour)
- Number of containers inspected, when applicable; otherwise, dash out (---)

- Net weight of inspected product, when applicable; otherwise, dash out (---)
- Certificate number, when applicable; otherwise, dash out (---)
- Name of inspector performing the service
- Under “Remarks,” enter any pertinent information regarding the service.

DISTRIBUTION

- **Original** – To the plant
- **Copy** – To the Fresno Area Office
- **Copy** – Retain in the plant file

HANDLING DISPUTES

WHEN RESULTS ARE QUESTIONED AND CERTIFICATE HAS NOT BEEN ISSUED

- **Action by Inspector:** The inspector will promptly contact the immediate supervisor. The immediate supervisor, with the inspector, will review the original sample and the results recorded on the tally sheet and the lot certification. If the applicant, grower, or handler is still dissatisfied or if there is disagreement between the inspector and the immediate supervisor, the supervisor next in line will be contacted to review the sample. There may be instances where the supervisor next in line should contact the supervisor or the Officer-in-Charge before rendering a decision, particularly if there is any doubt concerning the interpretation of grade factors.

  In the absence of the immediate supervisor, the next level of supervision will be contacted. In all instances, the original sample will be reviewed with the inspector.

- **Action by Supervisor:** If uncertain as to the correct interpretation, the supervisor should contact the supervisor next in line. The Officer-in-Charge should be contacted if there is still a question on procedure or grade interpretation. Wherever possible, disputes should be settled without calling on the Officer-in-Charge. However, no supervisor should hesitate to contact the Officer-in-Charge for assistance, particularly when time is essential. If additional samples are necessary, the supervisor will draw them. All samples will be reviewed with the inspector.

As soon as a conclusion is reached regarding grade, the inspector should certify the product in the usual manner. If there continues to be a question concerning the final grade as certified, the supervisor will recommend an appeal inspection to the interested party.

- **Action by Officer-in-Charge:** In the absence of other supervisors, the Officer-in-Charge will review samples with the inspector as outlined above. The OIC will maintain a close working relationship with the supervisors to obtain accurate procedures and grade interpretations. Except in the case of a request for an appeal inspection, a packer inquiry will be referred to subordinate supervisors, who will contact the inspector to review the inspection.

WHEN DISPUTES ARISE AFTER CERTIFICATION HAS BEEN COMPLETED

- **Action by Inspector:** When an interested party questions the results, the inspector recommends the appeal procedure and promptly notifies the supervisor.

- **Action by Supervisor:** Upon receipt of the "Request for Appeal Inspection," the supervisor must promptly notify the Officer-in-Charge and follow the instructions for appeal inspections below.

- **Action by Officer-in-Charge:** The Officer-in-Charge will closely supervise appeal inspection procedures and, if necessary, participate in the appeal following procedures outlined in this manual. In serious cases, the OIC will contact the Regional Office for advice.

- **Documentation of Inspection Records:** Particular attention will be given to proper documentation of all inspection records. Any certification will be supported by properly completed sampling certificates (when used), tally sheets, and other work papers.

APPEAL INSPECTIONS

Appeal inspections will be handled in accordance with, and as provided for in, the "Requirements Governing Inspection and Certification of Processed Fruits and Vegetables, Processed Products Thereof, and Certain Other Processed Food Products" (7 CFR 52.23 to 52.28).

If an appeal inspection is requested under the Federal Raisin Marketing Order, the request for such appeal will be in writing. It will immediately be referred to the Sub-Area Supervisor.

REGULATORY VISIT

INSPECTOR'S RESPONSIBILITY

When the plant to which the inspector is assigned is visited by an FDA inspector, the USDA inspector is normally invited to accompany the regulatory inspector on a tour of the plant. Depending on the nature of the regulatory visit, the USDA inspector will accompany the regulatory inspector on at least part of the tour.

The USDA inspector must not argue with the regulatory inspector but will comment only on pertinent statements of fact when requested.

The USDA inspector must not disclose or turn over any records to the regulatory inspector.

REPORT OF REGULATORY AGENCY INSPECTION (FORM SC-425)

Documentation of these visits is very important. Use form SC-425 Report of Regulatory Agency Inspection (Appendix XIX) for this purpose. The USDA inspector will complete Form SC-425 in quadruplicate (original and three copies).

Any discrepancies between the findings or conclusions of the USDA inspector and the regulatory inspector should be fully explained. The "Remarks" section should contain enough detail for supervisory personnel to accurately evaluate the conditions. When the FDA visit is for a purpose other than sanitation (such as drawing pesticide residue samples, labeling compliance, etc.), document the purpose of the visit and state the product being processed and packaged, size and type of container, codes, and number of containers drawn by the FDA inspectors.

DISTRIBUTION OF DOCUMENTATION

The original and two copies are sent to the Fresno Area Office. Attach a copy of the daily sanitation score sheet during the FDA visit for a sanitation inspection.

If the FDA visit was for sanitation, retain one copy with the USDA inspector's sanitation score sheet. Otherwise, file it in the folder marked REGULATORY VISIT.

DAILY COMPLIANCE CHECK SHEET FOR PROCESSED RAISIN INSPECTION

A Daily Compliance Check Sheet (Appendix V) will be completed each day and filed with the RAC-15 Daily Packout Report (Appendix III) as the last page.

The instructions for filling out the Daily Compliance Check Sheet (Appendix V) are as follows:

- **Date** – Enter date.
- **Plant** – Enter name of plant.
- **Raisin Location Number** – Enter the appropriate number.
- **Moisture Tester(s)** – If the test is “OK,” indicate and initial. If machine proves to be non-standard, state “See Reverse” and specify on back side of form.
- **USDA Scale(s) Check** – If test is “OK,” indicate and initial. If there is a problem, state “See Reverse” and specify on back side of form.
- **Plant Scale Check (Lines)** – Show what line scales are checked, e.g., 25 pounds, 250 grams, etc.
    - “OK” and initial a.m. and p.m. checks.
    - “OK” and initial a.m. and p.m. checks.
- Airstream Sorter No. – Enter appropriate identifying number.
    - Enter time airstream sorter was checked
    - Dash through this space (---)
    - Show “OK” if airstream ball checks properly
    - Initial or sign
- **Inspector-In-Charge** – Sign.
- **Airstream Sorter Results** – To be completed by inspection personnel performing the airstream test.
    - Time test was run
    - Show container size
    - Enter varietal type, etc.
    - Enter actual raisin size
    - Enter substandard percentage from airstream

- Enter substandard percentage from visual
- Enter inspector's initials
- Enter any additional comments.

EXPORT INCENTIVE PROGRAM

CERTIFICATES INCENTIVE PROGRAM

The inspector must complete certificates. Export orders must be certified on one of the following certificates: SC-489 Memorandum Report of Inspection for Processed Raisins (Appendix XIV), SC-146 Certificate of Quality and Condition (Appendix IV), or SC-66 Report of Inspection (Appendix XVIII). Verify all case counts with form RAC-15 Daily Packout Report (Appendix III) and record on the tally sheet. Additionally, the SC-R01 Raisin Export Incentive Ledger (Appendix XX) must be completed, and the certificate number must be included on the ledger.

COMPLETION OF CERTIFICATES

To complete form SC-146 Certificate of Quality and Condition (Appendix IV) or form SC-66 Report of Inspection (Appendix XVIII), follow the instructions in this document. Instructions for completing form SC-489 Memorandum Report of Inspection for Processed Raisins (Appendix XIV) are as follows:

- **Date:** Latest date of pack.
- **Applicant:** Plant name.
- **Address:** Where located.
- **Lot No.:** Dash out (---) or show invoice number, if available.
- **Where Located:** City and state.
- **Handler's Count:** Number of cases.
- **Type of Container:** Type specified on case or put "See Remarks."
- **Net Weight:** Total weight of all items.
- **Code:** Case code or put "See Remarks."
- **Variety:** Type of raisins (NTS, Currants).

- **Moisture Content:** Dash out (---).

- **Grade:** Meets. (Under "grade," put brand).

- **Remarks:** Always include the container number on the certificate in the Remarks section. Also include the container type and code (if there are multiple container types). If no container is specified, write "Loose Load."

DISTRIBUTION

In addition to the normal distribution of form SC-146 Certificate of Quality and Condition (Appendix IV) and form SC-66 Report of Inspection (Appendix XVIII), submit a copy attached to the SC-R01 Raisin Export Incentive Ledger (Appendix XX). Additionally, please make two extra copies for the Fresno Area Office/RAC to attach to the Export Incentive Ledgers. Distribute form SC-489 Memorandum Report of Inspection for Processed Raisins (Appendix XIV) as follows:

- Original to packer.

- Two copies to Fresno Area Office, one of which is attached to the ledger.

- Copy to plant file.

EXPORTED RAISINS RETURNED AS IMPORTS

Upon arrival at a warehouse facility or place of business, a USDA inspector must complete an inspection of the product and certify the results on form SC-146 Certificate of Quality and Condition (Appendix IV), indicating whether the product meets or fails the standards.

All exported raisins returned as imports will be reported on the bottom portion of the SC-R01 Raisin Export Incentive Ledger (Appendix XX).

FILE SYSTEM

File drawers must be labeled with the index shown below. Paperwork must be filed in accordance with the index.

OUTGOING FILE INDEX

- 1 – ACCOUNTABLE PROPERTY RECORD

- 2 – PLANT INFORMATION

- 3 – SANITATION INSTRUCT. & PEND. FILE
- 4 – TALLY SHEETS – N.T.S.
- 5 – TALLY SHEETS – DIPPED
- 6 – TALLY SHEETS – MONUKKAS
- 7 – TALLY SHEETS – GOLDENS
- 8 – TALLY SHEETS – ZANTES
- 9 – TALLY SHEETS – MUSCATS
- 10 – TALLY SHEETS – SULTANAS
- 11 – WEIGHT CHECK SHEETS
- 12 – SANITATION SCORE SHEETS
- 13 – CERTIFICATE LINE CHECK SHEETS
- 13A – CERTIFICATE LINE CHECK SHEETS
- 14 – OUTGOING MEETING LOTS LEDGER
- 14A – OUTGOING MEETING LOTS LEDGER – COMPLETED
- 15 – COND. INSPECT. & FAILING LOTS
- 15A – COND. INSPECT. & FAILING LOTS – COMPLETED
- 16 – USDA – FRESNO
- 17 – CERTIFICATES – SC-146
- 17A – CERTIFICATES – SC-66
- 18 – CERTIFICATES ACCOUNTABILITY LEDGER – SC-146 & SC-66
- 19 – MEMO BOOK SC-489 & ACCOUNT. LEDGER
- 20 – FORMS, TIMESHEETS & ENVELOPES

- 21 – AIRSTREAM SORTER RESULTS
- 22 – R.A.C. COMPLAINT FORM
- 23 – U.S. STANDARD & BUYERS SPECS.
- 24 – OFFICE AUDIT
- 25 – REGULATORY PLANT INSPECT. VISIT
- 26 – CONDITION OF CONTAINER LINE CHECK SHEET
- 27 – PLANT SURVEYS
- 28 – GOVERNMENT CONTRACTS
- 29 – SUPERVISOR'S REPORT
- Numbers 30 or higher may be used for special information for a specific plant.

SECOND DRAWER

- 1 – RAC-15 DAILY PACKOUT REPORTS – PENDING
- 2 – PLANT COPY OF SC-146 CERTIFICATES
- 2A – PLANT COPY OF SC-66 CERTIFICATES
- 3 – COMPLETED SANITATION REPORTS
- 4 – RECONDITIONING (INCOMPLETE LOTS)
- 5 – COMPLETED PACKOUT REPORTS
- 6 – COURTESY TALLY SHEETS

DEADLINES

All paperwork must be submitted by the second Monday following the week's end date. If the paperwork is completed earlier, it should be sent to the office as soon as possible. Paperwork will be picked up every Monday at T&A collection points. All routine micros and stored products will be picked up at the same time.

PROCEDURES FOR OUTGOING PAPERWORK SENT TO FRESNO AREA OFFICE

Place the paperwork for each week-ending in the following order:

- 1st – Meeting Lots Ledger
- 2nd – SC-146 certificates (in numerical order)
- 3rd – Sanitation score sheets
- 4th – SC-R183 Billing
    - Attach certificates of loading, if applicable
- 5th – Raisin Export Incentive Ledger (Office copy)
    - Attach SC-489 (in numerical order)
- 6th – Raisin Export Incentive Ledger (RAC Copy)
    - Attach SC-146 (in numerical order)
    - Attach SC-489 (in numerical order)
- 7th – Arizona & Import Report (Monthly)

Prompt completion and collection of the week-ending paperwork facilitates timely billing for inspection services. A faster turnaround time on routine micros may give the packer more useful information.

APPENDIX I – DEFINITIONS

Capstem – the small, woody stems exceeding 1/8 inch in growth, which attach the raisins to the branches of the bunch.

Colored – raisins may be variable in color and range from yellowish green to dark amber or dark greenish amber. Not more than 20 percent, by weight, of all the raisins may be definitely dark berries.

Damaged Raisins – raisins affected by sunburn, scars, insect injury, mechanical injury, or other similar means which seriously affect the appearance, edibility, keeping quality, or shipping quality of the raisins. In seeded raisins, mechanical injury resulting from normal seeding operations is not considered damage.

Definitely Dark Berries – raisins that are definitely darker than dark amber and are characteristic of naturally "raisined" grapes.

Discolored – a brown to dark brown discoloration at the capstem end of the raisins that equals or exceeds the area of a circle 1/8 inch in diameter. Insignificant units (brown to dark brown units that are less than the area of a circle 1/8 inch in diameter) may be scorable when 50 percent or more of the units are affected. When this condition exists, the inspector must consult with the supervisor before passing or failing the raisins.

Fairly Well Colored – raisins are fairly uniform in color and range from yellow or greenish yellow to amber or light greenish amber. Not more than 6 percent, by weight, of all the raisins may be definitely dark berries.

Fermentation – cell structure breakdown in the raisin recognized by off-flavor and off-odor associated with fermentation and in its final stages, by complete disintegration. The inspector must work closely with the supervisor in evaluating the extent to which the product is affected by fermentation.

Grit, Sand, Silt – any particle of early material. The inspector initially detects this defect through organoleptic (sight, feel, taste) tests. If only an accidental particle is detected by chewing repeated mouthfuls, it may be considered of no consequence. If any sand of consequence is detected upon chewing, the inspector must immediately determine the amount of grit, sand, and silt. If grit or sand is so prevalent as to seriously affect the raisins' edibility, the product will be certified as failing.

Gross Weight – the packaged unit's weight, including the raisins and the primary container or containers (such as six packs).

Net Weight – the difference between gross weight and the tare weight and is the weight of the raisins.

Off Colored – any raisin that does not conform in color to the color being determined.

Pieces of Stem – a portion of a branch or main stem.

Reasonably Well Colored – raisins are reasonably uniform in color and range from yellow or golden or greenish yellow to light amber. The predominant color may be greenish-yellow or light amber. Not more than 3 percent, by weight, of all the raisins may be definitely dark berries.

Seeds – whole, fully developed seeds that have not been removed during the processing of seeded raisins.

Substandard Development – raisins that are practically lacking in flesh.

Sugared – either external or internal sugar crystals are present and the accumulation of such crystallized fruit sugars in the flesh or on the surface of the raisins is readily apparent.

Tare or Tare Weight – the weight of the empty, clean, dry primary container the raisins are packed in.

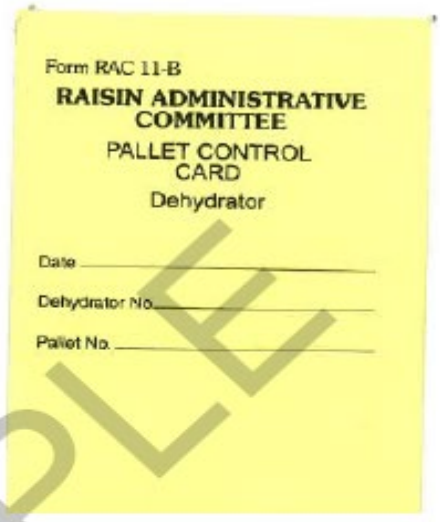
Undeveloped – extremely light berries that lack sugary tissue, indicating incomplete development, are reddish in color, completely shriveled, possess fine wrinkles, and are commonly referred to as “worthless.”

Well Colored – raisins are practically uniform in color and range from yellow or golden to light amber, with a predominating yellow or golden color. Not more than ½ of one percent, by weight, of all raisins may be definitely dark berries.

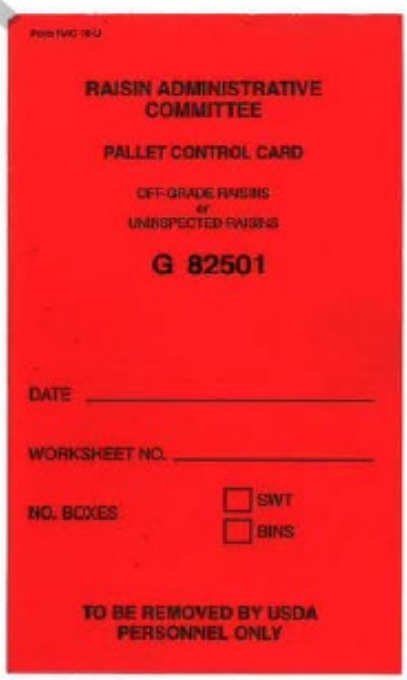
APPENDIX II – RAC PALLET CONTROL CARD EXAMPLES

Red and White PCC

Yellow PCC



Red PCC



APPENDIX III – RAC-15 – DAILY PACKOUT REPORT

Electronic version of RAC-15 Daily Packout Report (intranet link)

OMB No. 0581-0178

RAISIN ADMINISTRATIVE COMMITTEE
2445 Capitol Street, Suite 200
Fresno, California 93721
Phone: (559) 225-0520

DAILY PACKOUT REPORT

Date Packed: _____, 20____

The undersigned certifies to the Raisin Administrative Committee (RAC) and the Secretary of Agriculture of the United States that the following quantities of processed raisins were packed on the date shown above and that each shipping container was marked with a legible code indicating the date on which such raisins were packed.

Cases		Varietal Type	Size and Color	Brand	Net Weight	Code
No.	Size					

The making of any false statement or representations in any matter within the jurisdiction of any agency of the United States, knowing it to be false, is a violation of title 18, section 1001 of the United States Code, which provides for a penalty of a fine or imprisonment of not more than five years, or both.

This report is required by law (7 U.S.C. 608d, 7 CFR 989.159(b)(2)). Failure to report can result in a fine of $3,147 for each such violation, and each day during which such violation continues shall be deemed a separate violation.

Handler _____ Date _____

By _____ Title _____

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0581-0178. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. 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.

RAC-15 Destroy previous versions.

APPENDIX IV – SC-146 – CERTIFICATE OF QUALITY AND CONDITION

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL MARKETING SERVICE

CERTIFICATE OF QUALITY AND CONDITION
(PROCESSED FOODS)

Please refer to this certificate by number and inspection office.

This certificate is receivable in all courts of the United States as prima facie evidence of the truth of the statements therein contained. It does not excuse failure to comply with any applicable Federal or State laws.
WARNING: Any person who knowingly falsely make, issue, alter, forge, or counterfeit this certificate, or participate in any such action, is subject to a fine of not more than $1,000 or imprisonment for not more than one year, or both (7U.S.C. 1622 (h)).
The conduct of all services and the hiring and licensing of all personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status.

DATE

APPLICANT	ADDRESS
RECEIVER OR BUYER	ADDRESS
SOURCE OF SAMPLES	PRODUCT INSPECTED
CODE MARKS ON CONTAINERS	
PRINCIPAL LABEL MARKS	

Grade:

Remarks:

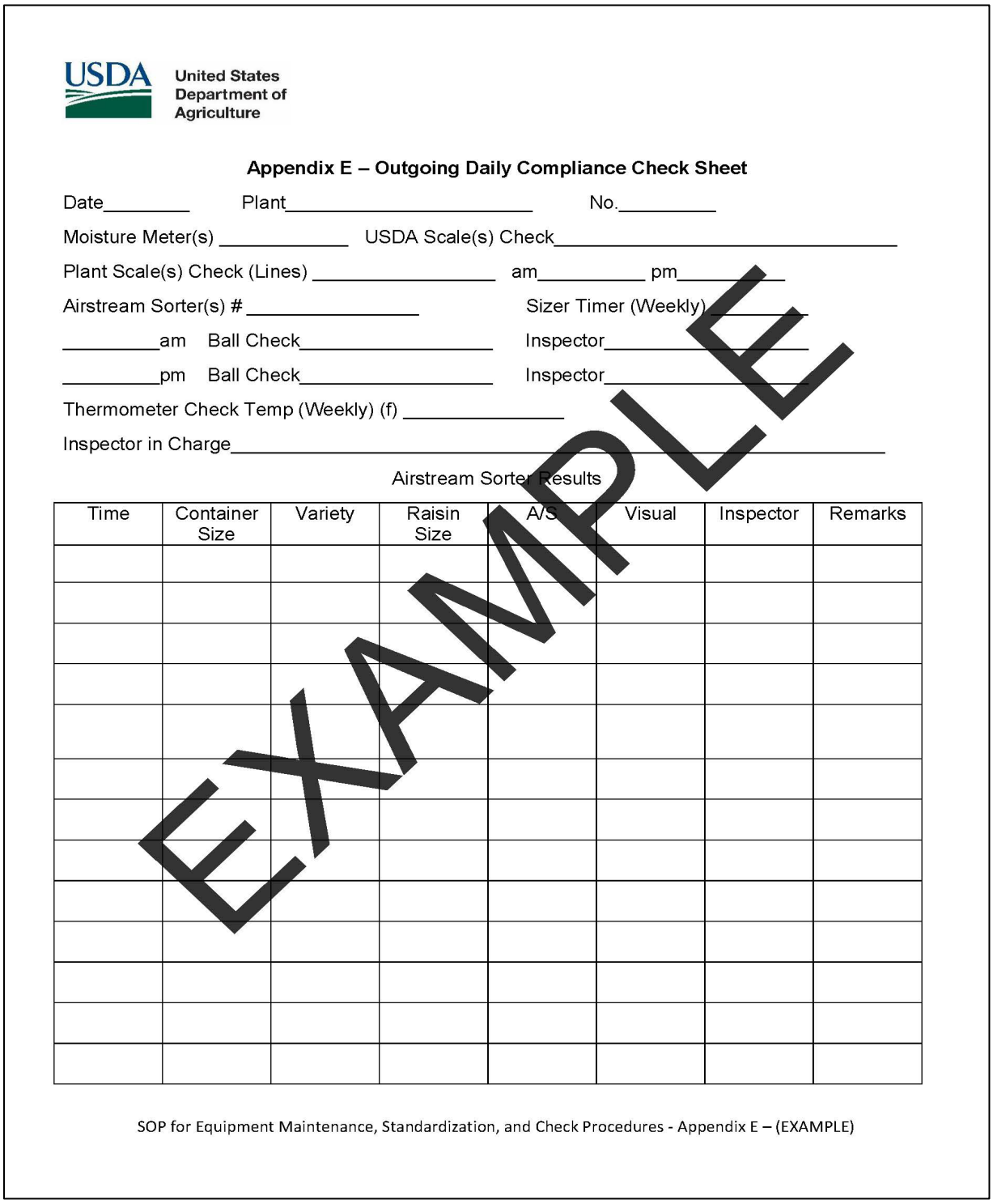
Pursuant to regulations issued by the Secretary of Agriculture under the Agricultural Marketing Act of 1946, as amended (7 U.S.C. 1621-1627), governing the inspection certification of the product designated herein, I certify that the quality and condition of the product shown by samples inspected on the above date were as shown, subject to any restrictions specified above.

ADDRESS OF INSPECTION OFFICE	SIGNATURE OF INSPECTOR

SC-146E *Original Certificate*

APPENDIX V – OUTGOING DAILY COMPLIANCE CHECK SHEET

Electronic version of Outgoing Daily Compliance Check Sheet (intranet link).



USDA United States Department of Agriculture

Appendix E – Outgoing Daily Compliance Check Sheet

Date_____ Plant_____ No._____

Moisture Meter(s) _____ USDA Scale(s) Check_____

Plant Scale(s) Check (Lines) _____ am_____ pm_____

Airstream Sorter(s) # _____ Sizer Timer (Weekly) _____

_____am Ball Check_____ Inspector_____

_____pm Ball Check_____ Inspector_____

Thermometer Check Temp (Weekly) (f) _____

Inspector in Charge_____

Airstream Sorter Results

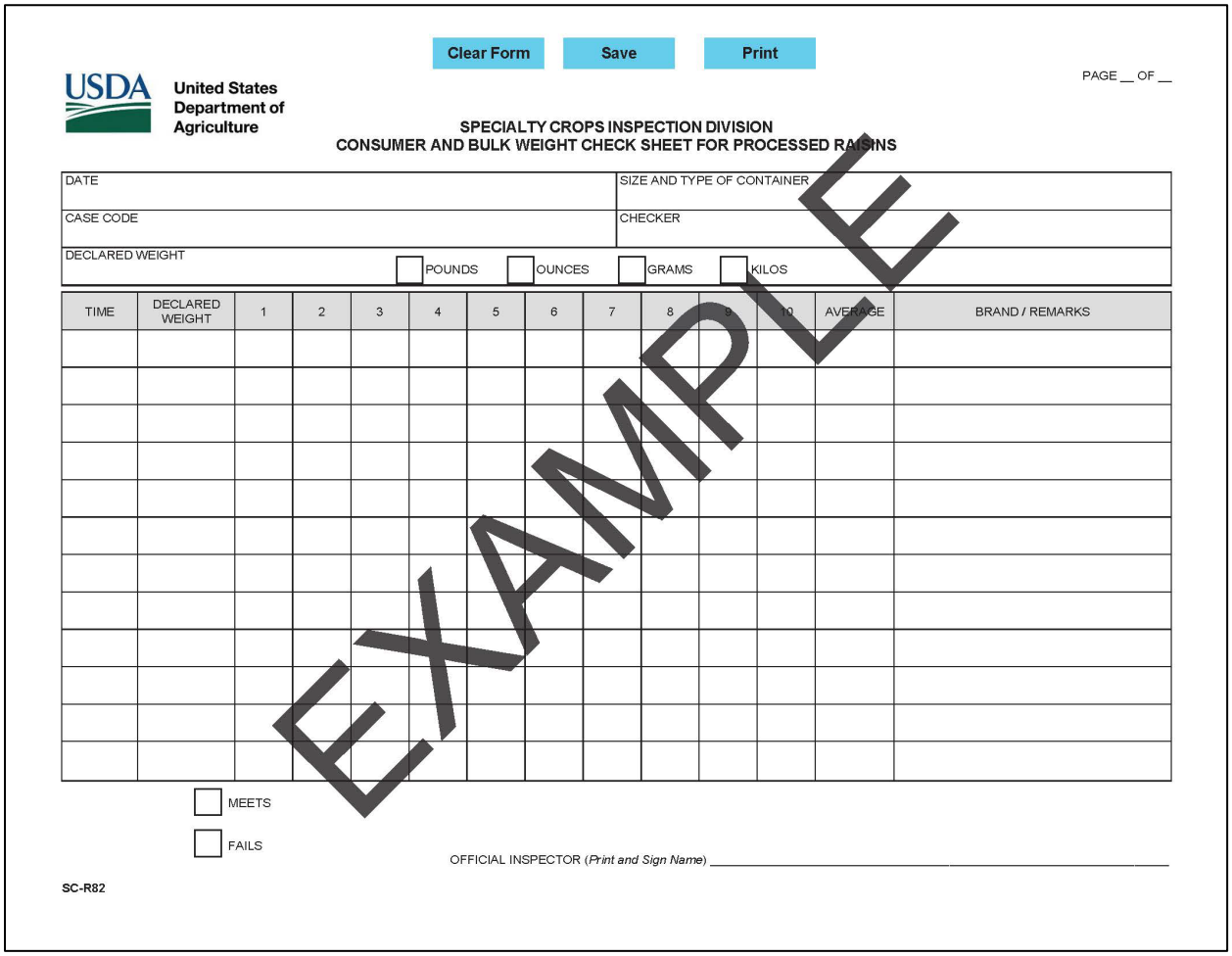
Time	Container Size	Variety	Raisin Size	A/S	Visual	Inspector	Remarks

EXAMPLE

SOP for Equipment Maintenance, Standardization, and Check Procedures - Appendix E – (EXAMPLE)

APPENDIX VI – SC-R82 – WEIGHT CHECK SHEET

Elecronic version of SC-R82 – Consumer and Bulk Weight Check Sheet for Processed Raisins (intranet link)



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PAGE __ OF __

USDA United States Department of Agriculture

SPECIALTY CROPS INSPECTION DIVISION
CONSUMER AND BULK WEIGHT CHECK SHEET FOR PROCESSED RAISINS

DATE	SIZE AND TYPE OF CONTAINER
CASE CODE	CHECKER
DECLARED WEIGHT ☐ POUNDS ☐ OUNCES ☐ GRAMS ☐ KILOS	

TIME	DECLARED WEIGHT	1	2	3	4	5	6	7	8	9	10	AVERAGE	BRAND / REMARKS

EXAMPLE

☐ MEETS
☐ FAILS

OFFICIAL INSPECTOR (*Print and Sign Name*) _____

SC-R82

Appendix VII – Net Weight of Raisin in Commonly Used Shipping Containers – Ounce (oz) Chart

1/2 oz or 14.175 grams
12/8-1/2 oz – 3.0 lbs
12/9-1/2 oz – 3.375 lbs
12/14-1/2 oz – 5.25 lbs
18/9-1/2 oz – 5.063 lbs
24/9-1/2 oz – 6.75 lbs
30/14-1/2 oz – 13.125 lbs
36/9-1/2 oz – 10.125 lbs
48/12-1/2 oz – 18.0 lbs
24/14-1/2 oz – 10.5 lbs
12/36-1/2 oz – 13.5 lbs
24/18-1/2 oz – 13.5 lbs
24/20-1/2 oz – 15.0 lbs
150/1/2 oz – 4.688 lbs
400/1/2 oz – 12.5 lbs
500/1/2 oz – 15.625 lbs
600/1/2 oz – 18.75 lbs

1 oz or 28.35 grams
6/10-1 oz – 3.75 lbs
8/36-1 oz – 18.0 lbs
10/36-1 oz – 22.5 lbs
12/10-1 oz – 7.5 lbs
12/12-1 oz – 9.0 lbs
12/24-1 oz – 18.0 lbs
24/6-1 oz – 9.0 lbs
24/12-1 oz – 18.0 lbs
48/6-1 oz – 18.0 lbs
24/10-1 oz – 15.0 lbs
24/13-1 oz – 19.5 lbs
100/1 oz – 6.25 lbs
144/1 oz – 9.0 lbs
168/1 oz – 10.5 lbs
198/1 oz – 12.375 lbs
225/1 oz – 14.062 lbs
228/1 oz – 18.0 lbs

1-1/8 oz
12/10-1-1/8 oz – 8.438 lbs
12/14-1-1/8 oz – 20.25 lbs
144/1-1/8 oz – 10.125 lbs

1.33 oz
144/1.33 oz – 11.97 lbs
200/1.33 oz – 16.625 lbs
144/1.33 oz – 11.7 lbs

1-1/2 oz or 42.525 g
6/24-1-1/2 oz – 13.5 lbs
12/10-1-1/2 oz – 11.25 lbs
12/12-1-1/2 oz – 13.5 lbs
15/10-1-1/2 oz – 14.06 lbs
24/6-1-1/2 oz. – 13.5 lbs
24/10-1-1/2 oz – 22.5 lbs
48/3-1-1/2 oz – 13.5 lbs
72/6-1-1/2 oz – 40.5 lbs
75/1-1/2 oz – 7.003 lbs
144/1-1/2 oz – 13.5 lbs
153/1-1/2 oz – 14.34 lbs
196/1-1/2 oz – 18.375 lbs
100/1-1/2 oz – 9.375 lbs
200/1-1/2 oz – 18.75 lbs

1-1/4 oz
8/36-1-1/4 oz – 22.5 lbs
100/1-1/4 oz – 7.81 lbs

2-1/4 oz
88/2-1/4 oz – 12.375 lbs

24-3.53 oz – 5.295 lbs

60/4 oz – 15.0 lbs

24/4.25 oz – 6.375 lbs

18/8.8 oz – 9.14 lbs

8 oz
24/8 oz – 12.0 lbs
36/8 oz – 18.0 lbs

8-3/4 oz
12/8-3/4 oz – 6.562 lbs
24/8-3/4 oz – 13.125 lbs
36/8-3/4 oz – 19.688 lbs
48/8-3/4 oz – 26.25 lbs

4 lb
8/4 lb – 32.0 lbs
9/4 lb – 36.0 lbs

1-3/8 oz
24/10-1-3/8 oz – 20.625 lbs

10 oz or 283.5 grams
12/10 oz – 7.5 lbs
24/10 oz – 15.0 lbs

11 oz or 311.85 grams
24/11 oz – 16.5 lbs
36/11 oz – 24.75 lbs
48/11 oz – 33.0 lbs

12 oz or 340.2 grams
24/12 oz – 18.0 lbs
25/12 oz – 18.75 lbs
36/12 oz – 27.0 lbs
48/12 oz – 36.0 lbs
56/12 oz – 42.0 lbs

14 oz or 369.9 grams
12/14 oz – 10.5 lbs
18/14 oz – 15.75 lbs
24/14 oz – 2 1.0 lbs
36/14 oz – 31.5 lbs

15 oz or 425.25 grams
12/15 oz – 11.25 lbs
20/15 oz – 18.75 lbs
24/15 oz – 22.5 lbs
36/15 oz – 33.75 lbs
48/15 oz – 45.0 lbs

30 oz
12/30 oz – 22.5 lbs

40 oz
12/40 oz – 30.0 lbs

1-1/2 lb or 24 oz
12/1-1/2 lbs – 18.0 lbs
16/1-1/2 lbs – 24.0 lbs

9 oz. or 255 Grams
24/9 oz – 13.5 lbs

2 lbs
12/2 lb – 24.0 lbs
16/2 lb – 32.0 lbs

1 oz = 28.3495 g

1 lb = 453.59 g (454 g)

1 Kg = 2.2046 lbs

Ounce = oz
Pound = lb
Kilogram = kg
Gram = g

Appendix VIII – Net Weight of Raisins in Commonly Used Shipped Containers – Gram (g) Chart

100 Gram Containers
2/25/2100 g – 11.02 lbs
25/100 g – 5.51 lbs

120 Gram Container
20/200 g – 6.349 lbs

125 Gram Container
36/125 g – 9.921 lbs

200 Gram Container
20-200 g – 8.818 lbs
24-200 g – 10.582 lbs
36-200 g – 15.873 lbs
40-200 g – 17.637 lbs

250 Gram Container
12/250 g – 6.614 lbs
20/250 g – 11.023 lbs
24/250 g – 13.228 lbs
32/250 g – 17.636 lbs
36/250 g – 19.841 lbs
40/250 g – 22.046 lbs
48/250 g – 26.455 lbs

750 Gram Container
12/750 g – 19.840 lbs
16/750 g – 26.455 lbs
24/750 g – 39.683 lbs

Bulk Cases
6/1 kilo – 13.228 lbs
12/1/2 kilos – 27.557 lbs
13.608 kilos – 30.0 lbs
13.0 kilos – 28.660 lbs
12/1 kilo bags – 26.455 lbs
10 kilos – 22.046 lbs
13.5 kilos – 30.0 lbs

300 Gram Container
24/300 g – 15.873 lbs

310 Gram Container
24/310 g – 16.402 lbs

375 Gram Container
12/375 g – 9.921 lbs
24/375 g – 19.841 lbs
30/375 g – 24.902 lbs

400 Gram Container
24/400 g – 21.164 lbs

500 Gram Container
12/500 g – 13.229 lbs
18/500 g – 19.841 lbs
20/500 g – 22.046 lbs
24/500 g – 26.455 lbs

28.3495 g = 1 Ounce

453.59 g (454 g) = 1 lb

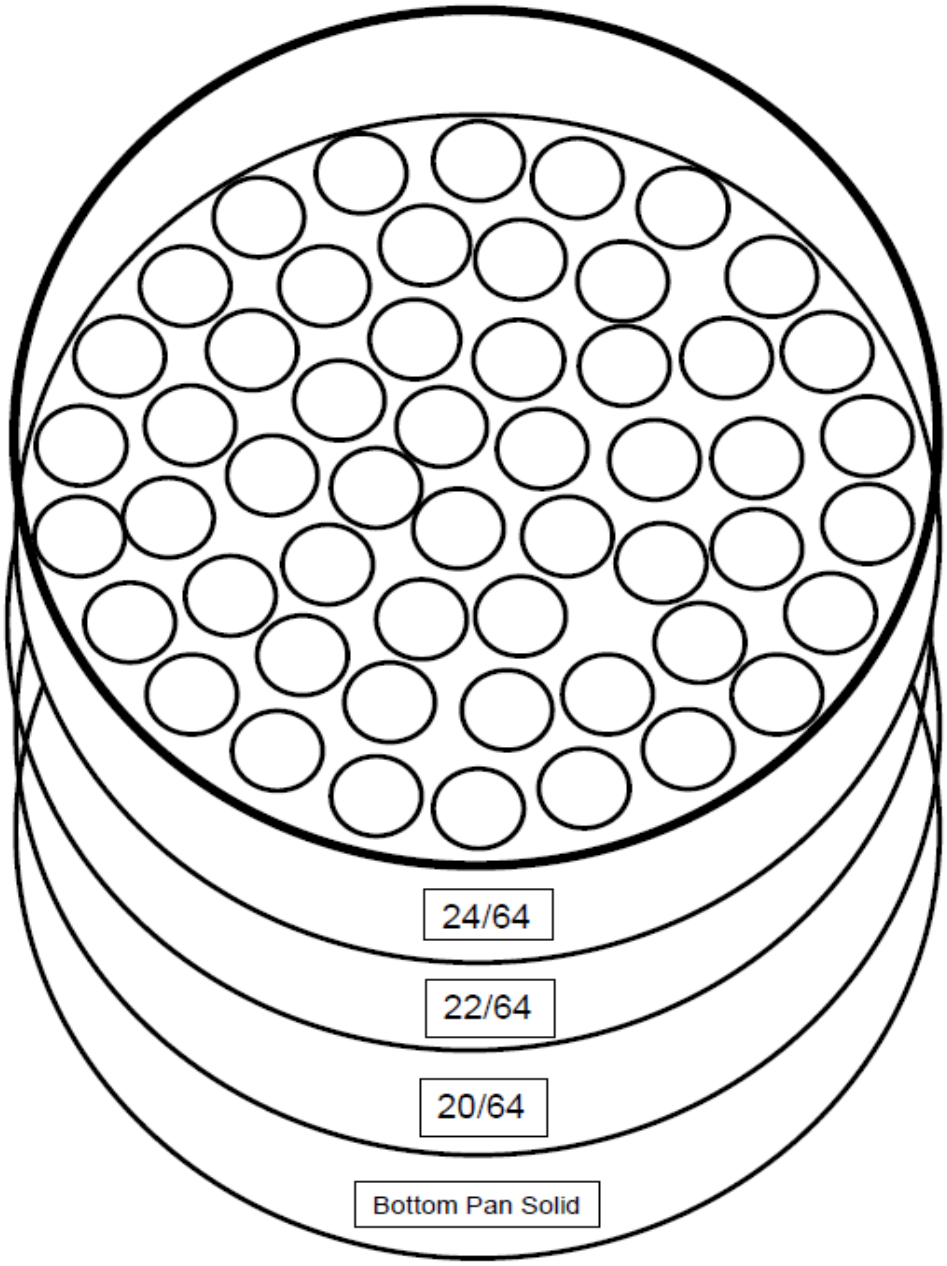
1 Kilogram = 2.2046 lbs

15 Kilograms = 33.069 lbs

Pounds = lbs

Kilograms = kilos

APPENDIX IX – MECHANICAL SIZE GRADER



APPENDIX X – SC-R107 – DEHYDRATOR MICRO LABELS

Electronic version of SC-R107 Dehydrator Micro Labels (intranet link)

USDA United States Department of Agriculture

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SPECIALTY CROPS INSPECTION DIVISION
DEHYDRATOR MICRO LABELS

DEHYDRATOR MICRO SAMPLE

DEHYDRATOR ____________________

SAMPLE NO. ____________________

DATE ____________________

PALLET CARD NOS. ____________________

INSPECTOR ____________________

DEHYDRATOR MICRO SAMPLE

DEHYDRATOR ____________________

SAMPLE NO. ____________________

DATE ____________________

PALLET CARD NOS. ____________________

INSPECTOR ____________________

DEHYDRATOR MICRO SAMPLE

DEHYDRATOR ____________________

SAMPLE NO. ____________________

DATE ____________________

PALLET CARD NOS. ____________________

INSPECTOR ____________________

DEHYDRATOR MICRO SAMPLE

DEHYDRATOR ____________________

SAMPLE NO. ____________________

DATE ____________________

PALLET CARD NOS. ____________________

INSPECTOR ____________________

DEHYDRATOR MICRO SAMPLE

DEHYDRATOR ____________________

SAMPLE NO. ____________________

DATE ____________________

PALLET CARD NOS. ____________________

INSPECTOR ____________________

DEHYDRATOR MICRO SAMPLE

DEHYDRATOR ____________________

SAMPLE NO. ____________________

DATE ____________________

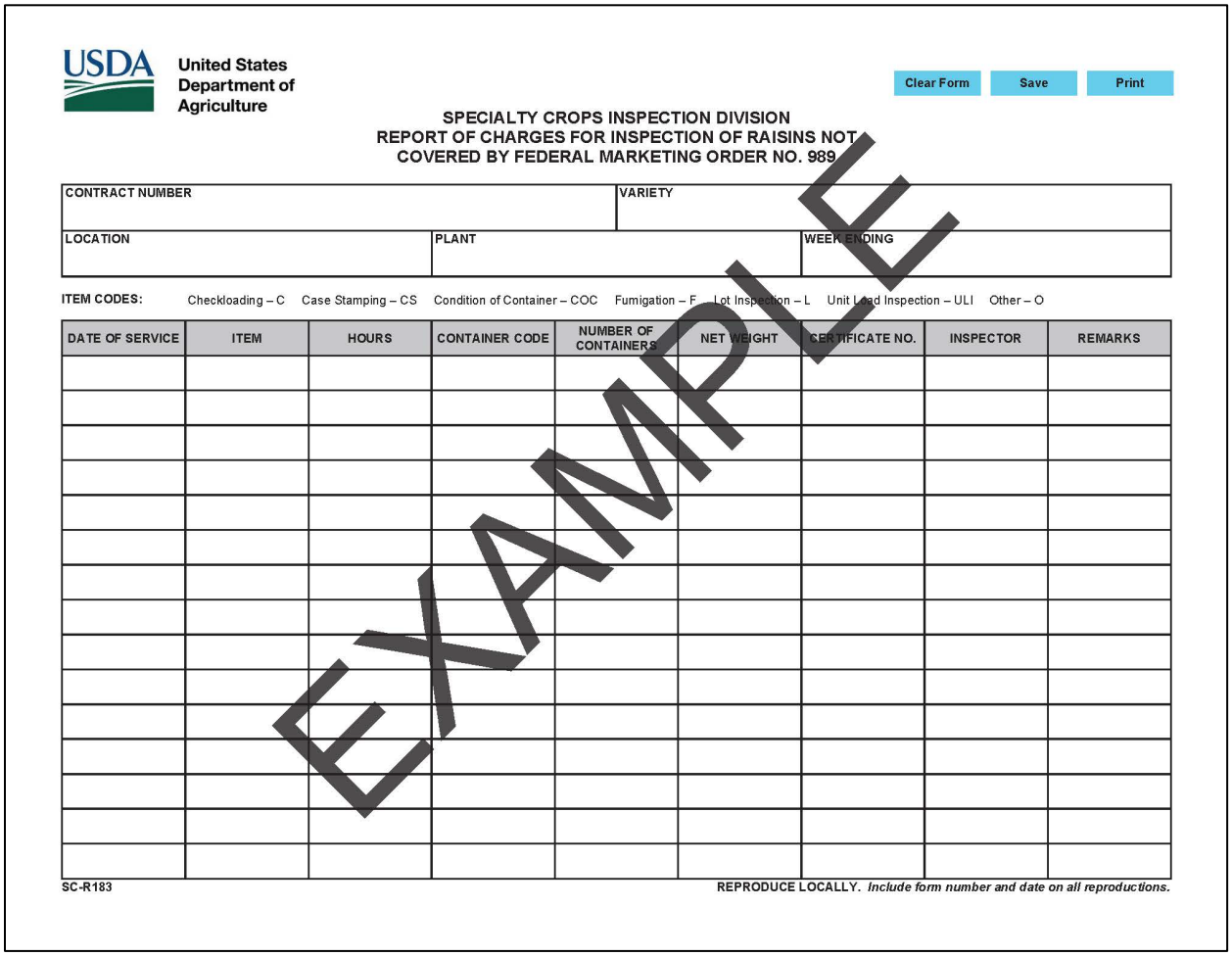
PALLET CARD NOS. ____________________

INSPECTOR ____________________

SC-R107

APPENDIX XI – SC-R183 – REPORT OF CHARGES FOR INSPECTION OF RAISINS NOT COVERED BY FEDERAL MARKETING ORDER 989

Electronic version of SC-R183 – Report of Charges for Inspection of Raisins Not Covered by Federal Marketing Order 989 (intranet link)



USDA United States Department of Agriculture

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SPECIALTY CROPS INSPECTION DIVISION
REPORT OF CHARGES FOR INSPECTION OF RAISINS NOT COVERED BY FEDERAL MARKETING ORDER NO. 989

CONTRACT NUMBER		VARIETY
LOCATION	PLANT	WEEK ENDING

ITEM CODES: Checkloading – C Case Stamping – CS Condition of Container – COC Fumigation – F Lot Inspection – L Unit Load Inspection – ULI Other – O

DATE OF SERVICE	ITEM	HOURS	CONTAINER CODE	NUMBER OF CONTAINERS	NET WEIGHT	CERTIFICATE NO.	INSPECTOR	REMARKS

EXAMPLE

SC-R183 REPRODUCE LOCALLY. *Include form number and date on all reproductions.*

APPENDIX XII – SC-16 – NOTICE FOR HOLD FOR RE-EXAMINATION

Electronic version of SC-16 – Notice for Hold for Re-Examination (intranet link)

Print Save Reset

REPRODUCE LOCALLY *Include form number and edition data on all reproductions.*

OMB No. 0581-0125
Exp. 10/31/2026

USDA United States Department of Agriculture

SPECIALTY CROPS INSPECTION DIVISION
NOTICE FOR HOLD FOR RE-EXAMINATION

APPLICANT		HOLD NUMBER
ADDRESS (Include number, street, city, state, and zip code)		
PRODUCT	QUANTITY	CODE MARK(S)
LABEL		WAREHOUSE LOCATION
REASON FOR HOLD		

We require that the above lot not be shipped pending further examination. The code mark(s) have been marked "hold" on inspection records pending further action. Control of this product must be maintained. If the product with the above code mark(s) is shipped prior to re-examination or prior to corrective action taken under USDA observation, it will be necessary to notify the Food and Drug Administration.

DATE	USDA INSPECTOR (Signature)

Mark an "X" in the block that indicates the course of action that will be taken. Sign, date, and return a copy to the inspection or to the USDA office address by _____.

☐ Re-examination of code mark(s)
☐ Re-examination after segregation
☐ Re-examination after reworking
☐ Dispose for nonfood use
☐ Other action (specify) _____

DATE	PLANT OFFICIAL (Title and Signature)

USDA REPORT OF RE-EXAMINATION

We have completed the re-examination of the above merchandise. Re-examination results indicate the product is _____

DATE	USDA INSPECTOR (Signature)

Control must be maintained on Grade Not Certified (GNC) products in order to preclude reporting to the Food and Drug Administration.
On GNC product, please indicate the appropriate steps that will be taken. Sign, date, and return a copy to the inspector or to the USDA office address by _____

APPLICANT - Complete by marking an "X" in appropriate block(s) and return: ☐ SEGREGATION ☐ RECONDITIONING
☐ DISPOSAL of (product) by _____ ☐ OTHER ACTION (Specify) _____

DATE	PLANT OFFICIAL (Title and Signature)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information is 0581-0125. The time required to complete this information collection is estimated to average 0.0833 minutes per response, including the time for reviewing the instruction, searching existing data sources, gathering and maintaining data needed, and completing and reviewing the collection of information.

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, 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.

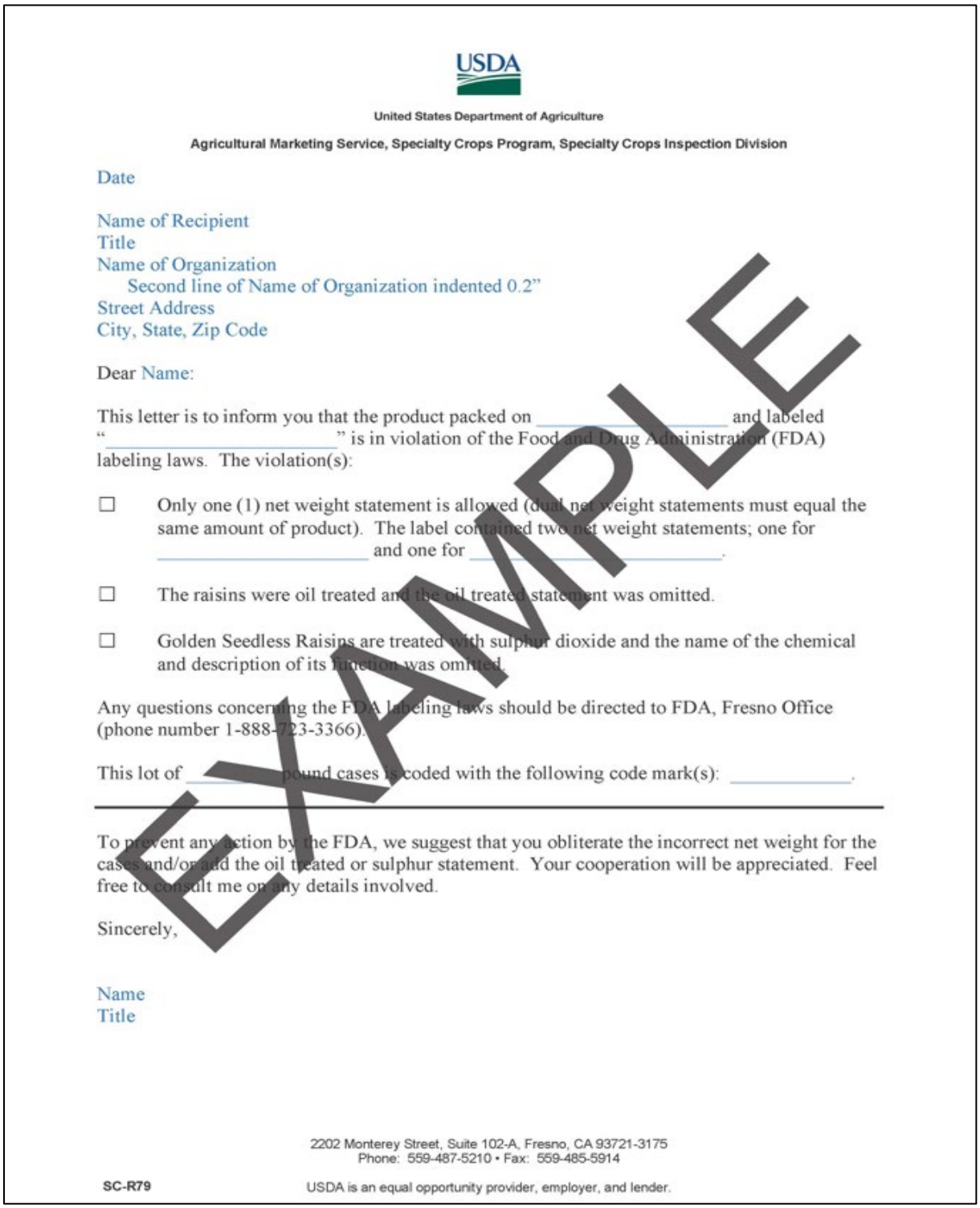
Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the State or local Agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. 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, Mail Stop 9410, 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.

SC-16 Destroy previous editions. USDA is an equal opportunity provider, employer, and lender.

APPENDIX XIII – SC-R79 – FDA LABEL VIOLATION LETTER

Electronic version of SC-R79 – FDA Label Violation Letter (intranet link)



USDA

United States Department of Agriculture

Agricultural Marketing Service, Specialty Crops Program, Specialty Crops Inspection Division

Date

Name of Recipient
Title
Name of Organization
Second line of Name of Organization indented 0.2"
Street Address
City, State, Zip Code

Dear Name:

This letter is to inform you that the product packed on _____ and labeled "_____" is in violation of the Food and Drug Administration (FDA) labeling laws. The violation(s):

☐ Only one (1) net weight statement is allowed (dual net weight statements must equal the same amount of product). The label contained two net weight statements; one for _____ and one for _____.

☐ The raisins were oil treated and the oil treated statement was omitted.

☐ Golden Seedless Raisins are treated with sulphur dioxide and the name of the chemical and description of its function was omitted.

Any questions concerning the FDA labeling laws should be directed to FDA, Fresno Office (phone number 1-888-723-3366).

This lot of _____ pound cases is coded with the following code mark(s): _____.

To prevent any action by the FDA, we suggest that you obliterate the incorrect net weight for the cases and/or add the oil treated or sulphur statement. Your cooperation will be appreciated. Feel free to consult me on any details involved.

Sincerely,

Name
Title

EXAMPLE

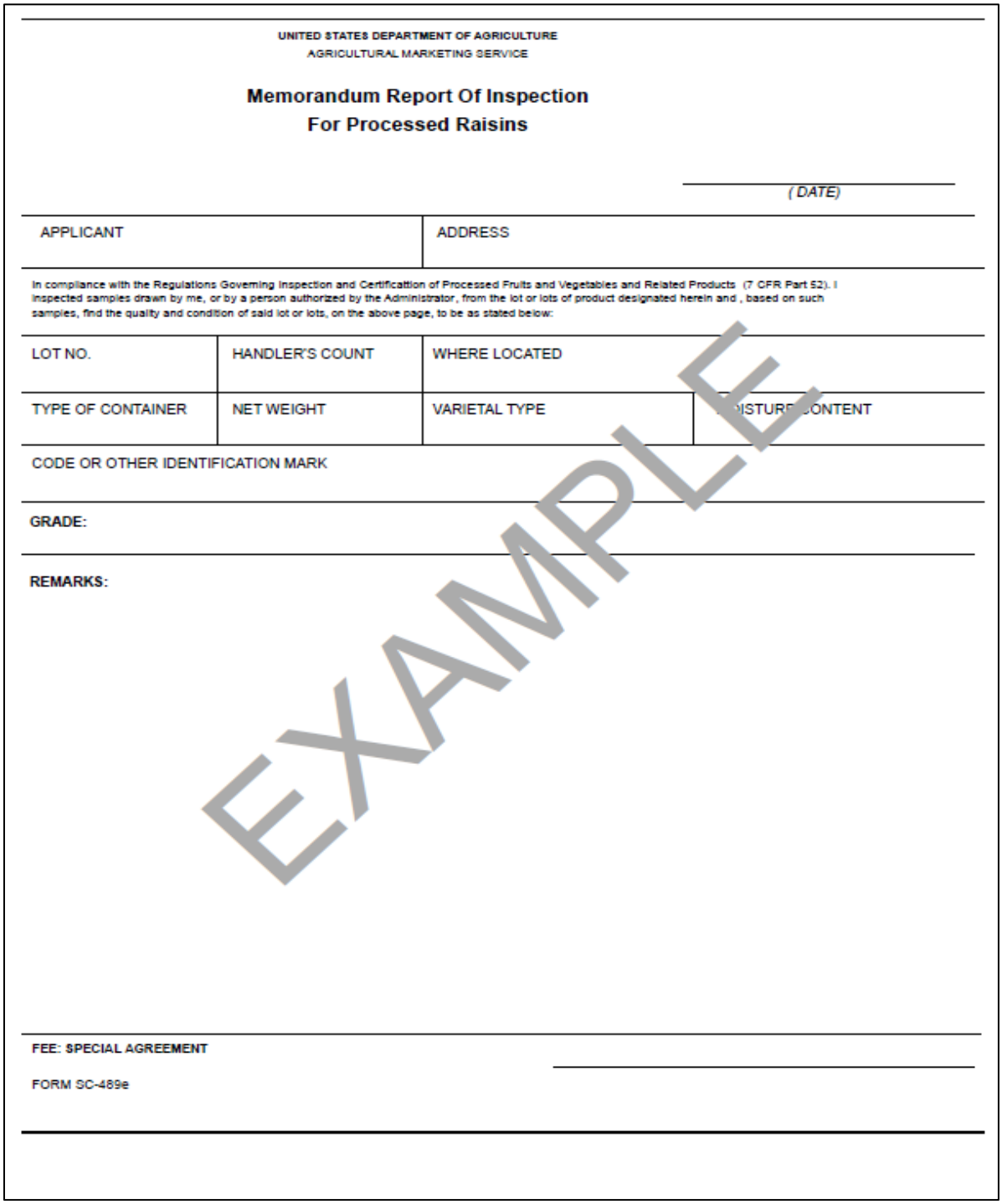
2202 Monterey Street, Suite 102-A, Fresno, CA 93721-3175
Phone: 559-487-5210 • Fax: 559-485-5914

SC-R79

USDA is an equal opportunity provider, employer, and lender.

APPENDIX XIV – SC-489 – MEMORANDUM REPORT OF INSPECTION FOR PROCESSED RAISINS

Electronic version of SC-489 – Memorandum Report of Inspection for Processed Raisins (intranet link)



UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL MARKETING SERVICE

Memorandum Report Of Inspection
For Processed Raisins

_____
(DATE)

APPLICANT	ADDRESS

In compliance with the Regulations Governing Inspection and Certification of Processed Fruits and Vegetables and Related Products (7 CFR Part 52). I inspected samples drawn by me, or by a person authorized by the Administrator, from the lot or lots of product designated herein and , based on such samples, find the quality and condition of said lot or lots, on the above page, to be as stated below:

LOT NO.	HANDLER'S COUNT	WHERE LOCATED	
TYPE OF CONTAINER	NET WEIGHT	VARIETAL TYPE	MOISTURE CONTENT
CODE OR OTHER IDENTIFICATION MARK			

GRADE:

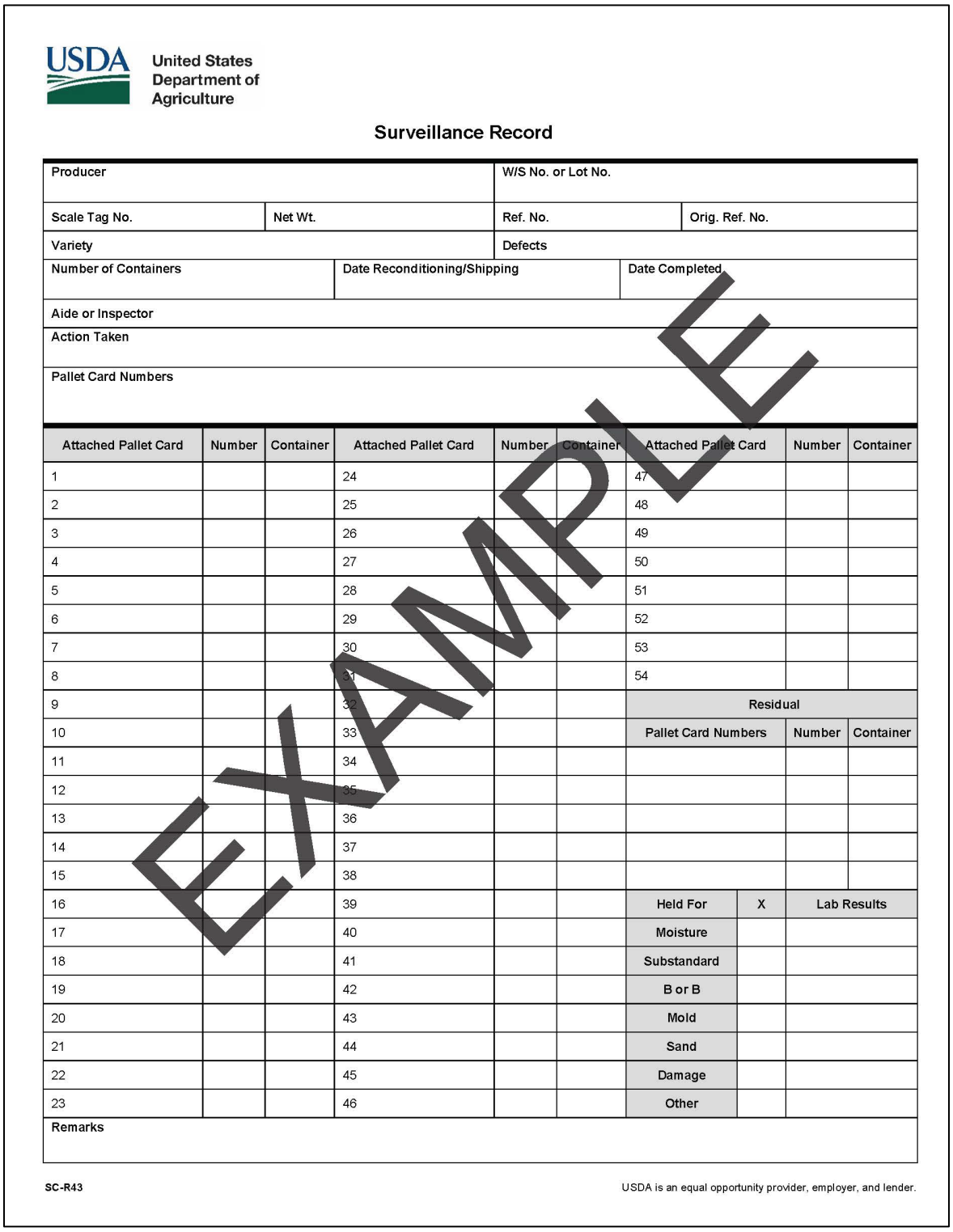
REMARKS:

FEE: SPECIAL AGREEMENT

FORM SC-489e

APPENDIX XV – SC-R43 – SURVEILLANCE RECORD

Electronic version of SC-R43 Surveillance Record (intranet link)



USDA United States Department of Agriculture

Surveillance Record

Producer		W/S No. or Lot No.	
Scale Tag No.	Net Wt.	Ref. No.	Orig. Ref. No.
Variety		Defects	
Number of Containers	Date Reconditioning/Shipping	Date Completed	
Aide or Inspector			
Action Taken			
Pallet Card Numbers			

Attached Pallet Card	Number	Container	Attached Pallet Card	Number	Container	Attached Pallet Card	Number	Container
1			24			47		
2			25			48		
3			26			49		
4			27			50		
5			28			51		
6			29			52		
7			30			53		
8			31			54		
9			32			Residual		
10			33			Pallet Card Numbers	Number	Container
11			34					
12			35					
13			36					
14			37					
15			38					
16			39			Held For	X	Lab Results
17			40			Moisture		
18			41			Substandard		
19			42			B or B		
20			43			Mold		
21			44			Sand		
22			45			Damage		
23			46			Other		

Remarks

SC-R43

USDA is an equal opportunity provider, employer, and lender.

EXAMPLE

APPENDIX XVI – SC-R40 – REPORT OF MEETING LOTS OF PROCESSED RAISINS

Electronic version of SC-R40 Report of Meeting Lots of Processed Raisins (intranet link)

USDA United States Department of Agriculture

Clear Form | Save | Print

Page ___ of ___

SPECIALTY CROPS INSPECTION DIVISION
REPORT OF MEETING LOTS OF PROCESSED RAISINS

PLANT NUMBER	PLANT	WEEK ENDING

DATE OF PACK	CODE	VARIETY	NET WEIGHT	INSPECTOR	REMARKS

EXAMPLE

ALL ABOVE LISTED QUANTITIES MEET GRADE REQUIREMENTS FOR PROCESSED RAISINS UNDER FEDERAL MARKETING ORDER NUMBER 989 AS AMENDED.

ADDRESS OF INSPECTION OFFICE	INSPECTOR-IN-CHARGE *(print and sign)*
USDA, AMS, SCP, SCID 2202 Monterey Street, Suite 102A Fresno, CA 93721	

SC-R40

APPENDIX XVII – ALLOWANCE FOR COLOR AND DEFECTS AND ACCEPTANCE GUIDES

TABLE I – SEEDLESS RAISINS

Golden Seedless
"Reasonably Well Colored" Required – 90% (by weight)
(Not to exceed 3% Definitely Dark) Guide – 80% (by weight)

Defects	U.S. Grade A	Guide	U.S. Grade B	Guide	U.S. Grade C	Guide
Pieces of Stem *(count per 96 ounces)*	1	2	2	4	4	5
Capstems *(count per 16 ounces)*	10	15	15	20	20	30
Sugared *(% by weight)*	5	0	10	0	15	0
Discolored, Damaged, or Moldy Raisins *(% by weight)*	4	5	6	7	9	10
Provided these limits are not exceeded:						
Damaged Raisins *(% by weight)*	2	3	3	4	5	7
Moldy Raisins *(% by weight)*	2	3	3	4	4	5
Moisture *(% by weight)*	18	19	18	19	18	19
Total Substandard Development and Underdeveloped *(% by weight)*						
Select Size	1	2	1½	2½	2	2½
Mixed Size	1	2	2	3	3	3
Small Size	2	3	3	4	5	6

TABLE II – SULTANA RAISINS

Defects	U.S. Grade A	Guide	U.S. Grade B	Guide	U.S. Grade C	Guide
Pieces of Stem *(count per 32 ounces)*	1	2	2	3	3	4
Capstems *(count per 16 ounces)*	10	15	15	20	20	30
Sugared *(% by weight)*	5	0	10	0	15	0
Discolored, Damaged, or Moldy Raisins *(% by weight)* *Provided these limits are not exceeded:*	4	5	6	7	9	10
Damaged Raisins *(% by weight)*	2	3	3	5	5	7
Moldy Raisins *(% by weight)*	2	3	3	4	4	5
Moisture *(% by weight)*	18	19	18	19	18	19
Substandard Development and Undeveloped *(% by weight)*	2	3	5	6	8	9

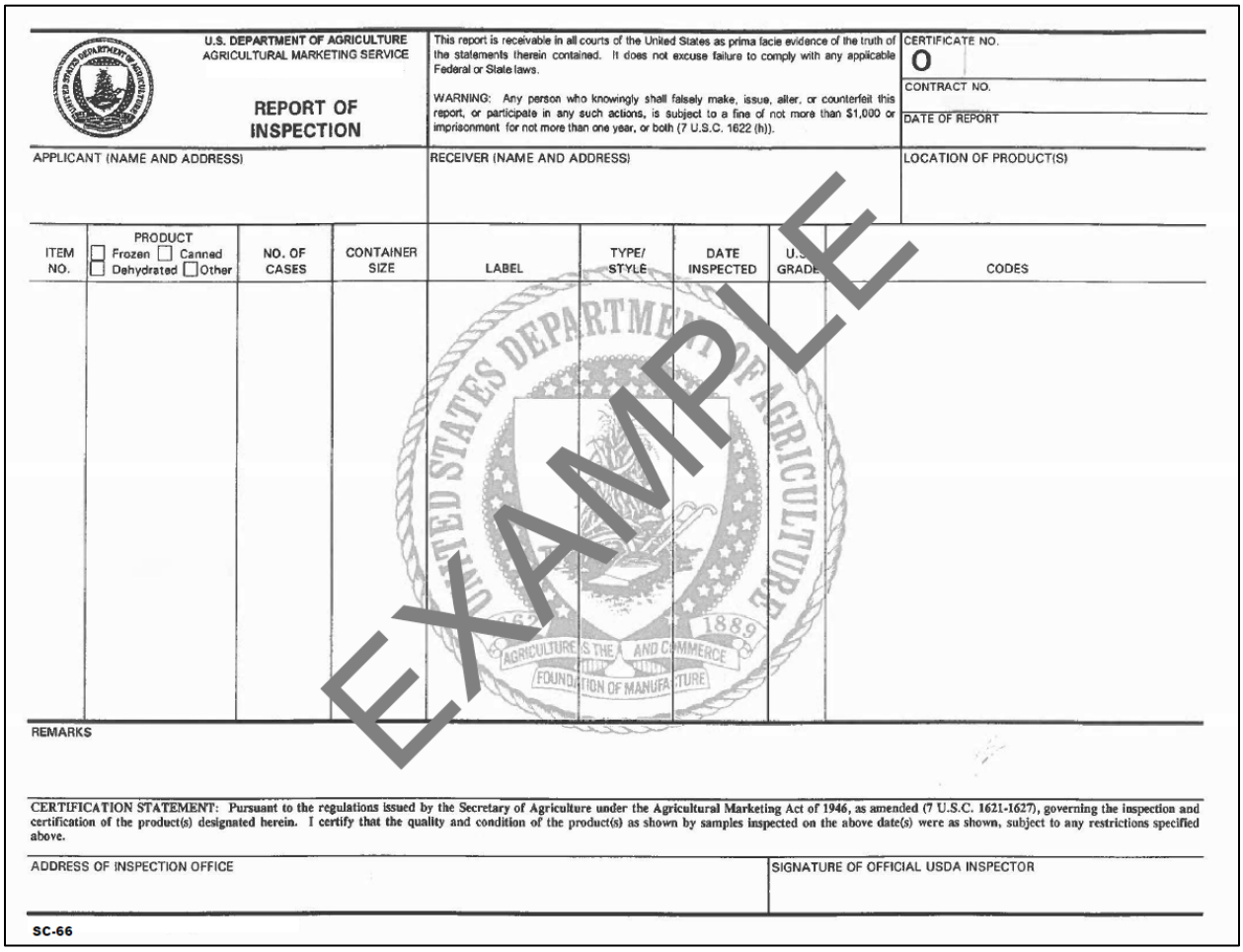
TABLE III – RAISINS WITH SEEDS

Defects	U.S. Grade A	Guide	U.S. Grade B	Guide	U.S. Grade C	Guide
Pieces of Stem *(count per 32 ounces)*	1	2	2	3	3	4
Capstems in Other than Uncapstemmed Types *(count per 16 ounces)*	10	15	15	20	20	30
Seeds in Seeded Types *(count per 16 ounces)*	12	15	15	20	20	30
Loose Capstems in Uncapstemmed Types *(count per 16 ounces)*	20	0	20	0	20	0
Sugared *(% by weight)*	5	0	10	0	15	0
Discolored, Damaged, or Moldy Raisins *(% by weight)* *Provided these limits are not exceeded:*	5	6	7	8	9	10
Damaged Raisins (% by weight)	3	4	4	5	5	7
Moldy Raisins *(% by weight)*	2	3	3	4	4	5
Substandard *(% by weight)*	2	3	5	6	8	9
Moisture – Seeded type *(% by weight)*	19	20	19	20	19	20
Moisture – Unseeded, Capstemmed *(% by weight)*	18	19	18	19	18	19

TABLE IV – ZANTE CURRANT RAISINS

Defects	U.S. Grade A	Guide	U.S. Grade B	Guide
Pieces of Stem *(by count)*	1 per 24 oz	1 per 16 oz	1 per 16 oz	3 per 32 oz
Seeds in Seeded Style *(by count)*	12 per 16 oz	15 per 16 oz	15 per 16 oz	20 per 16 oz
Capstems *(% by weight)*	1½	2	2	2½
Sugared *(% by weight)*	5	0	10	0
Discolored, Damaged, or Moldy Raisins *(% by weight)* *Provided these limits are not exceeded:*	5	6	7	8
Damaged Raisins *(% by weight)*	2	3	3	5
Moldy Raisins *(% by weight)*	3	4	4	5
Moisture *(% by weight)*	20	21	20	21
Substandard Development and Undeveloped *(% by weight)*	2	3	5	6

APPENDIX XVIII – SC-66 – REPORT OF INSPECTION



U.S. DEPARTMENT OF AGRICULTURE
AGRICULTURAL MARKETING SERVICE

REPORT OF INSPECTION

This report is receivable in all courts of the United States as prima facie evidence of the truth of the statements therein contained. It does not excuse failure to comply with any applicable Federal or State laws.

WARNING: Any person who knowingly shall falsely make, issue, alter, or counterfeit this report, or participate in any such actions, is subject to a fine of not more than $1,000 or imprisonment for not more than one year, or both (7 U.S.C. 1622 (h)).

CERTIFICATE NO. O

CONTRACT NO.

DATE OF REPORT

APPLICANT (NAME AND ADDRESS)

RECEIVER (NAME AND ADDRESS)

LOCATION OF PRODUCT(S)

ITEM NO.	PRODUCT ☐ Frozen ☐ Canned ☐ Dehydrated ☐ Other	NO. OF CASES	CONTAINER SIZE	LABEL	TYPE/ STYLE	DATE INSPECTED	U.S. GRADE	CODES

REMARKS

EXAMPLE

CERTIFICATION STATEMENT: Pursuant to the regulations issued by the Secretary of Agriculture under the Agricultural Marketing Act of 1946, as amended (7 U.S.C. 1621-1627), governing the inspection and certification of the product(s) designated herein. I certify that the quality and condition of the product(s) as shown by samples inspected on the above date(s) were as shown, subject to any restrictions specified above.

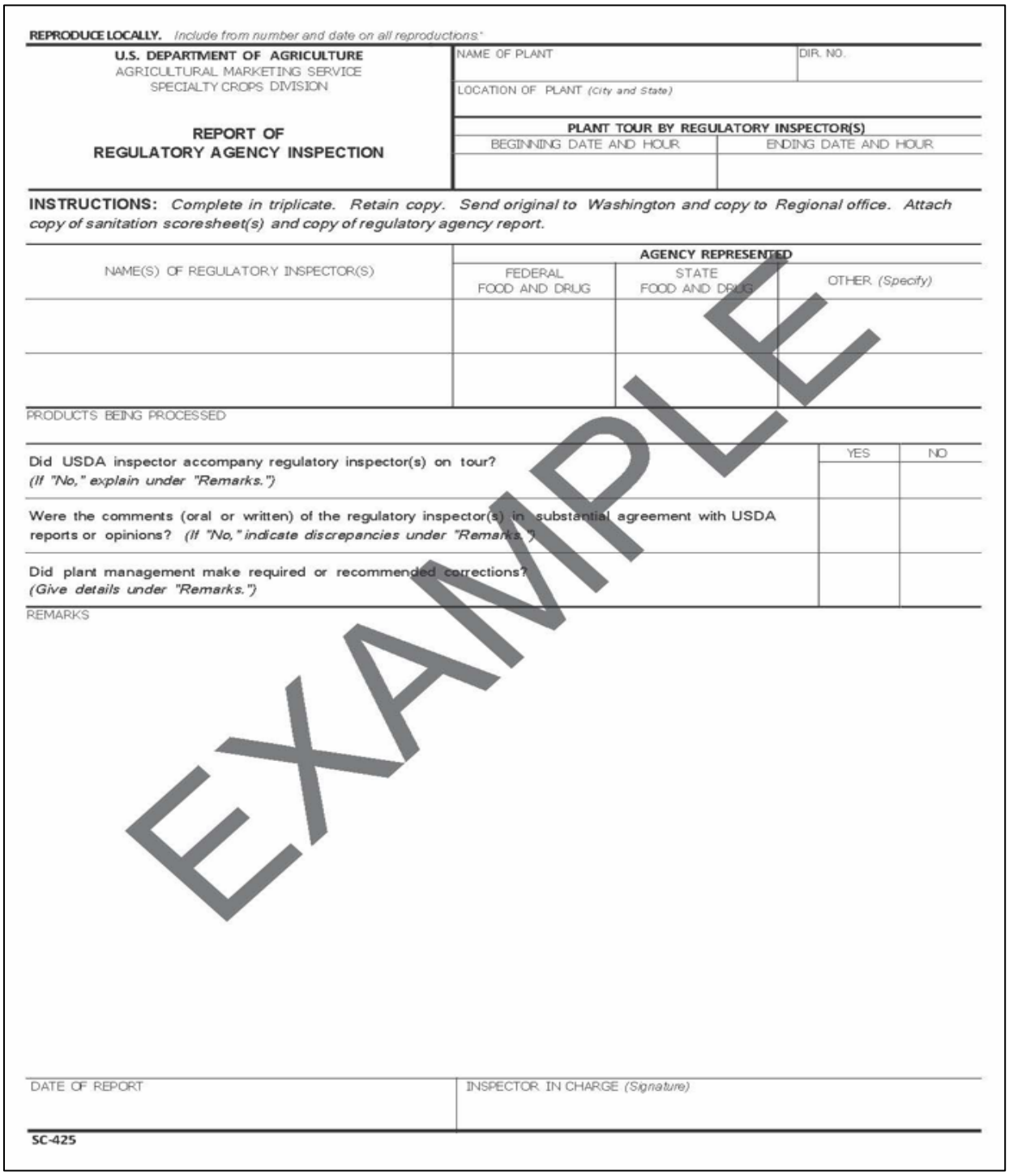
ADDRESS OF INSPECTION OFFICE

SIGNATURE OF OFFICIAL USDA INSPECTOR

SC-66

APPENDIX XIX – SC-425 – REPORT OF REGULATORY AGENCY INSPECTION

Electronic version of SC-425 – Report of Regulatory Agency Inspection (intranet link)



REPRODUCE LOCALLY. *Include from number and date on all reproductions.*

U.S. DEPARTMENT OF AGRICULTURE
AGRICULTURAL MARKETING SERVICE
SPECIALTY CROPS DIVISION

REPORT OF REGULATORY AGENCY INSPECTION

NAME OF PLANT | DIR. NO.

LOCATION OF PLANT *(City and State)*

PLANT TOUR BY REGULATORY INSPECTOR(S)

BEGINNING DATE AND HOUR	ENDING DATE AND HOUR

INSTRUCTIONS: *Complete in triplicate. Retain copy. Send original to Washington and copy to Regional office. Attach copy of sanitation scoresheet(s) and copy of regulatory agency report.*

NAME(S) OF REGULATORY INSPECTOR(S)	AGENCY REPRESENTED		
	FEDERAL FOOD AND DRUG	STATE FOOD AND DRUG	OTHER *(Specify)*

PRODUCTS BEING PROCESSED

	YES	NO
Did USDA inspector accompany regulatory inspector(s) on tour? *(If "No," explain under "Remarks.")*		
Were the comments (oral or written) of the regulatory inspector(s) in substantial agreement with USDA reports or opinions? *(If "No," indicate discrepancies under "Remarks.")*		
Did plant management make required or recommended corrections? *(Give details under "Remarks.")*		

REMARKS

DATE OF REPORT | INSPECTOR IN CHARGE *(Signature)*

SC-425

APPENDIX XX – RAISIN EXPORT INCENTIVE LEDGER

Electronic version of SC-R01 Raisin Export Incentive Ledger (intranet link)

USDA United States Department of Agriculture

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Page ___ of ___

SPECIALTY CROPS INSPECTION DIVISION
RAISIN EXPORT INCENTIVE LEDGER

WEEK ENDING *(W/E)*	PLANT NAME

DATE SHIPPED	CODE	VARIETY	NO. & SIZE OF CASES	NET WEIGHT	COUNTRY	CONTAINER NUMBER	CERTIFICATE NUMBER

W/E TOTAL NET WEIGHT	W/E TOTAL HOURS	OFFICIAL USDA INSPECTOR *(print and sign)*

DOMESTIC LOTS RECEIVED AS IMPORTS

DATE SHIPPED	CODE	VARIETY	NO. & SIZE OF CASES	NET WEIGHT	COUNTRY	CONTAINER NUMBER	CERTIFICATE NUMBER

SC-R01

** Denotes Container No., Codes, Variety, and Country were verified.*