

SUPPLEMENT 210 TO AMS MASTER SOLICITATION**JUNE 2011****PURCHASE OF BEEF, ROAST (FROZEN)
FOR DISTRIBUTION TO CHILD NUTRITION AND
OTHER FEDERAL FOOD AND NUTRITION ASSISTANCE PROGRAMS**

This document provides additional USDA requirements and specification for the purchase of frozen beef roasts as described in the attached References to the Applicable Bid and Contract Provisions (Exhibit A). In addition to product descriptions, this exhibit also provides information on the applicable Item Description and Checklist of Requirements (IDCR) for Fresh Beef Round Roasts, Boneless, Frozen, Effective September 2009 (Attachment I).

I. INSTRUCTIONS TO POTENTIAL BIDDERS

A. The frozen beef roasts will be purchased on a competitive bid basis from suppliers who have met the requirements described in Section I.B. Interested suppliers may submit a production plan at any time during this purchase program. Suppliers should allow 10 working days from receipt of production plan by USDA for notification of the results of the evaluation of the production plan from the Contracting Officer. A supplier is deemed eligible to bid after notification by the Contracting Officer.

Submission of a production plan is not binding on USDA. Actual purchases will be on a competitive bid basis as described in the Master Solicitation, this Supplement, and separately issued [Solicitation](#).

B. Documentation and Assessment Requirements

To become an eligible supplier, the following must be submitted to the Contracting Officer, Agricultural Marketing Service, U.S. Department of Agriculture, Room 3524-South Building, 1400 Independence Avenue, SW., Washington, D.C. 20250, for evaluation and approval prior to bidding:

1. Production Plan Requirement:
 - a) Include a description of the quality control program that includes procedures, records, form, pictures, etc. that demonstrates conformance to the requirements set forth in the IDCR.
 - b) Cover page that contains the company's name and address, contact person's name, phone number, including emergency contact information, and e-mail address;
 - c) Table of Contents listing the major areas as they appear in the production plan, and
 - d) List of attachments, forms provided with the proposal, if appropriate.

The Contracting Officer Technical Representative (COTR) will review each production plan to determine if the plan is adequate. The Contracting Officer will notify the supplier of the status of their production plan and their eligibility to bid.

Once a supplier is notified by the Contracting Officer that production plan meets the applicable criteria, the [Grading and Verification \(GV\) Division](#) will contact the supplier to set up a pre-award onsite capability assessment

2. [Grading and Verification Division](#) Monitoring and Evaluation Program

Eligible suppliers who receive contracts must have a [Grading and Verification \(GV\)](#) agent present during the production of the frozen beef roasts. The [GV Division](#) agent will monitor and verify the production based on the Contractor's approved production plan and the IDCR. The contractor must provide a copy of the approved production plan and have the supporting documentation readily available for review by the COTR or AMS and [GV Division](#) agents. Records may be maintained on hard copy or electronic media. However, records maintained as electronic media will be made available in printed form immediately upon request by AMS or its agents.

3. [Grading and Verification Division](#) Assessment

a) Food Defense Assessment

The [GV Division](#) agent will conduct a food defense audit that will include, but is not limited to, a thorough evaluation of the potential contractors' and subcontractors' food defense plan. Documentation must support the contractor's or subcontractor's food defense plan. Upon completion of the onsite capability assessment, the auditor will provide a report to the Contracting Officer for final review.

If the report demonstrates that the food defense plan is inadequate, the applicant will be notified by the Contracting Officer that they are ineligible to bid. The applicant will have an opportunity to correct identified deficiencies, modify their food defense plan and resubmit a brief description for further consideration. Eligibility will depend on whether the modifications demonstrate compliance with their food defense plan.

b) Slaughter Requirement

The [GV Division](#) agent will conduct monthly Harvesting (slaughter) audits based on the requirements stated in the attached IDCR and the company's approved production plan. The audit will review the humane handling and adherence to the non-ambulatory disabled animals. Documentation must support the contractor's or subcontractor's adherence to meeting the harvesting requirements as set forth in the IDCR.

C. Animal Welfare Requirements

All contractors and subcontractors must meet the animal handling and welfare requirements set forth in Attachment II- Technical Requirements Schedule - Animal Handling and Welfare 2010 (TRS-AHW-2010), effective May 2010.

D. Responsibility/Eligibility

Facilities used in fulfilling USDA contracts must be operating under the provisions of the Federal Meat Inspection Act (FMIA), 21 U.S.C. 601 et seq., and the regulations issued thereunder.

Subcontractors or suppliers of beef are: (1) ineligible if they are currently delivering late on USDA contracts, or USDA-approved subcontracts and late delivery is not due to causes beyond their control; and (2) nonresponsible if they are not operating under the provisions of the Federal Meat Inspection Act or have been suspended or debarred under the provisions of 48 C.F.R. Subpart 9.4

E. Loading and Sealing of Vehicles (AMS Master Solicitation Section G.)

Loading of the vehicle may also be conducted by a person authorized in a contractor's approved production plan.

F. Domestic Requirements

The contractor agrees to include this domestic origin certification clause in its entirety in all subcontracts for meat or meat products used in fulfilling any contracts awarded under this Supplement and Master Solicitation. The burden of proof of compliance is on the Contractor. All raw materials will be shipped in containers labeled as "Domestic Only Product" on the principle display panel and the bill of lading accompanying the shipment will contain the statement "Domestic Only Product."

II. SUBMISSION OF OFFERS

The following Item will be included in the attribute section of the offer submitted in [Web Based Supply Chain Management \(WBSC\)](#).

Offeror certifies that all products conform with the Item Description and Checklist of Requirements and no changes to the production process or production plan have occurred without proper approval by the Contracting Officer.

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III. INSTRUCTIONS FOR SUBMISSION OF PRODUCTION PLAN

The following procedures establish the acceptable minimum requirements for the format and content of the proposals:

- A. The Government has provided a production plan format which is to be used in preparing the production plan (see **Exhibit B**). The offeror shall submit production plan in both hard copies and an electronic format through the company’s external portal site maintained by the Livestock and Seed Division (see **Exhibit C** for instructions to obtain an external portal site). The production plan shall be saved in the portable document file (PDF) format. This format and electronic form provided will aid in the evaluation of the production plan.
- B. Offers must upload the electronic PDF document by the same individual that signed the original paper copy of the production plan. By signing both the production plan and uploading the document in the company’s external portal site, this individual will be attesting to the data in both formats being identical. The production plan must be submitted by an authorized agent of the company.
- C. The offeror will submit the appropriate number of copies as stated in the table below:

Description	Number of Hard Copies	Electronic Document
Production plan 1. 8 ½” x 11” White Paper; 2. One sided-single spaced, (12 point font); 3. Plan is to be provided in protected document holder; and 4. Proposal submitted with all capital letters will be returned to offeror without further review.	1 Original	Uploaded in company’s external portal site

- D. While it is not the desire of the Government to penalize an offeror for noncompliance with formatting instructions, technical evaluators may have difficulty evaluating the production plan to the fullest extent possible. Technical evaluators will not be required to search other subsections or sections of the offeror’s production plan for information requested for evaluation.

Note: All hard copies and CDs shall be mailed to the Contracting Officer at the address stated in the Section I.B.

E. Production Plan Revisions

Changes to an offeror’s production plan may be submitted based on the Government’s Amendments, Clarification Request, monitoring program, or at the request of the offeror. Maintenance of the integrity and clarity of each production plan is critical. All production plan revisions must meet the following criteria:

- 1. Any changes to a production plan made by the offeror after its initial submittal shall be accomplished by submitting replacement pages or an entire production plan package. A cover letter must be submitted with the changes identified and an explanation of the need for the change. The offeror shall include the revision date and the appropriate page number(s).

Note: Revisions to the approved production plan may be submitted by e-mail in a PDF format. Hard copies of the changes must be mailed to the Contracting Officer at the address stated in Section I.E.

2. Changes must be submitted in the same number of copies as the initial production plan and must have the same information provided on revised CD. The revised CD should contain only the pages that are being changed. Additional pages should be numbered using a page number suffix (e.g. 1.1, 1.2, 1.a., 1.b).
3. Submit changes to the production plans as a complete page change for each page on which a change occurs. Changes from the original page shall be on blue colored paper and the changes in text shall be **highlighted** or **bolded** and deletions in ~~strikeouts~~.

IV. PRODUCT SPECIFICATIONS AND AUDIT SERVICES

- A. The specification for frozen beef roasts, frozen is identified in the Exhibit A. If AMS amends documents, Exhibit A will be updated to include appropriate references.
- B. The cost of all audit, product monitoring, and certification services performed by the AMS agents must be borne by the contractor. This includes, but is not limited to, audits, examinations, supervision, official documentation, and related services.
- C. Questions concerning AMS auditors should be discussed with the [GV Division, Deputy Director on \(202\) 669-5252 or Program Manager on \(202\) 309-1506](#).
- D. Questions concerning charges and the availability of AMS agents should be discussed with the [GV Division Office of Field Operations, Denver, Colorado \(720\) 497-2520](#).

V. QUALITY INSPECTION PLAN

[Not required under this Supplement.](#)

VI. INVOICES AND PAYMENT

In addition to the referenced payment documents in the Master Solicitation, please include a copy of the Contractor's Certificate of Conformance; (see Exhibit D).

[Purchases of the materials under this supplement require that a "three-way match" must be completed in WBSCM, i.e., Purchase Order \(PO\), Good Receipt, and Invoice with supporting documents attached.](#)

VII. AMS.CLAUSES

A. Contractor Checkloading

Contractor will perform checkloading examinations as described in the applicable specification at the time of shipment and issue contractor's certificate to accompany each shipment that includes all of the following information:

1. [Purchase Order](#) Number;
2. [Sales Order](#) Number;
3. Name of product;
4. Shipping Date;
5. Production lot number(s) and date each lot was produced;
6. Count of shipping containers and total projected net weight in each production lot;
7. Identity of car or truck (car numbers and letters, seals, truck license, etc.) as applicable
8. Contractor certification that product conforms with the IDCR;
9. Count and projected net weight verified; and
10. Signature of company official responsible for checkloading

VIII. PROVISIONS INCORPORATED BY REFERENCE- as show in Section X of the AMS Master Solicitation

A. FAR Provisions: are modified as shown below:

(a) (1) The North American Industry Classification System code for this acquisition is 311611.

(2) The small business size standard is 500 employees.

2. Type of Contract--The Government contemplates award of a firm-fixed price contract(s).

3. Service of Protest: address for the Contracting Officer is: 1400 Independence Ave. S.W., Mail Stop 0253, Room 2610-S; Washington, DC 20250-0253

Alterations in Solicitation (52.252-3)

FAR 52.211-16 Variation in Quantity (April 1984)

(a) A variation in quantity the frozen beef roasts under this contract will not be accepted unless the variation has been caused by conditions of loading, shipping, or packaging, or allowances in manufacturing processes, then only to the extent, if any, specified in paragraph (b) below.

(b) The permissible variation shall be limited to:

[60 pounds decrease; contractor will submit an invoice for the actual pounds that were delivered as evidence by the Goods Receipt entered by the recipient agency. Payment will only be made if the delivery unit that is not less than 35,940 pounds and not exceed 36,000 pounds.](#)

This decrease shall apply to the total quantity of each purchase order item [number](#) without regard to destination. ([Split destinations will be combined to determine the total pounds delivered under the awarded solicitation item number](#)).

/s/ David Tuckwiller 6/29/11

Director

Commodity Procurement Division

Agricultural Marketing Service

Attachments



Commodity
Procurement
Branch

1400 Independence Avenue, SW.
Room 3452-S, STOP 0256
Washington, DC 20250-0256

EXHIBIT A DATED June 2011
PAGE 1 OF 1

**CHECKLIST AND REFERENCES TO APPLICABLE BID AND CONTRACT PROVISIONS
SUPPLEMENT 210 TO AMS MASTER SOLICITATION, FOR BEEF ROASTS, FROZEN**

PRODUCT DESCRIPTIONS (SECTION 1. A. (GENERAL))					BID/CONTRACT PROVISIONS			
Product/ Commodity Box Code	Specifications Listed in Priority Order	WBSCM Material Number	Packaging and Packing	Minimum Offer Unit Size/Shipping Unit	Tolerance Section.	Shipping/Delivery Period.	Federal/State Plants Section I.C.	Competition (See Invitation)
Beef Round Roast -- 100166 (Select/Choice/ Prime)	Item Description and Checklist of Requirements (IDCR) for Fresh Beef Round Roasts, Boneless, Frozen, effective September 2009 Institutional Meat Purchase Specification (IMPS) for Fresh Beef--Series 100, effective June 1996	100166	Roast will be individually wrapped or vacuum packaged and packed to a net weight of approximately 40 lbs (Roast will range from 2 to 3 lbs.)	40,000 lbs (approx. 1000 cases)	Minus 60 pounds – delivery unit must be between 39,940 and 40,000 lbs	First half/last half delivery period	Federal & State	Full & Open

Cover Page:

[Company Name]

[Company Address]

Contact Person, including title, phone number, including emergency contact information, e-mail address (must be authorized to represent the company).

Production plan for: [**Supplement Number**] and [**Specification**]

Table of Contents (all pages and attachments must be number and identified--any attachments must be identified and referenced in the Production plan)

The production plan should document a quality control program that includes procedures, records, forms, pictures etc. that demonstrates conformance with the following checklist of requirements.

I. ITEM DESCRIPTION

II. APPLICABLE DOCUMENTS

III. CHECKLIST OF REQUIREMENTS

A. MATERIALS.

1. MEAT COMPONENT

- a) IMPS Items
- b) Domestic Origin Of Meat Component
- c) Grade
- d) Harvest (Slaughter)
 - (1) Humane Handling
 - (2) Non-Ambulatory Cattle
 - (3) Pathogen Intervention Steps
 - (4) Spinal Cord Removal
 - (5) Carcass Testing
- e) Boneless Beef
 - (1) Traceability
 - (2) Handling
- f) Mechanically Separated

2. NON-MEAT COMPONENTS

B. PREPARATION FOR DELIVERY

1. PACKAGING

2. PACKING

3. CLOSURE

4. LABELING

C. PALLETIZED UNIT LOADS

D. DELIVERY UNIT

E. DELIVERED PRODUCT

- 1. SIZE AND STYLE OF CONTAINER**
- 2. TEMPERATURE**
- 3. SEALING**

F. PRODUCT ASSURANCE

- 1. WARRANTY AND COMPLAINT RESOLUTION**
 - a) Warranty**
 - b) Complaint Resolution**
- 2. NON-CONFORMING PRODUCT**
- 3. AMS MONITORING AND PRODUCTION ASSESSMENT**

Attachments or Appendixes

Please attach all referenced documents with the applicable document name and reference number.

**UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL MARKETING SERVICE
LIVESTOCK AND SEED PROGRAM**

**CERTIFICATE OF CONFORMANCE FOR
THE PROCUREMENT OF BEEF ROASTS, FROZEN**

CERTIFICATE OF CONFORMANCE

I certify the following:

(1) On [delivery date(s)], [Contractor's name] furnished the (insert the appropriate commodity description) called for by **Purchase Order** Number _____ via [Carrier] under **Sales Order Number/Item number(s)**: _____ .

(2) The (insert the appropriate material name) is of the quality specified and conforms in all respects with the **purchase order** requirements, including [Contractor's name] Technical Proposal or Production plan as approved by the AMS, Commodity Procurement Program, Contracting Officer.

(3) Product identification, (i.e. production lot number(s)) is in the quantity shown on the attached acceptance document.

(4) Contractor assures all meat or meat products used in fulfilling this contract was produced in the United States as defined in the Supplement 210, section I.G and **AMS Master Solicitation Section I.E.**

Date: _____

Signature: _____

(Signed by an officer or representative authorized to sign offers)

Title: _____



APPROVED

Contracting Officer Technical Representative (COTR)
 Standards, Analysis, and Technology Branch
 Room 2607 S-Bldg, Phone: (202) 720-4486

Effective: April 2011

ITEM DESCRIPTION AND CHECKLIST OF REQUIREMENTS (IDCR) FOR FRESH BEEF ROUND ROASTS, BONELESS, FROZEN

ERRATA PAGE

With the implementation of the Web Base Supply Chain Management (WBSCM) system, all Food and Nutrition Service’s product codes have been converted to material numbers. Product produced for July 1, 2011 and after delivery periods must now reflect the following product code change for products produced under this IDCR.

Please replace the following references:

- “Invitation” with “Solicitation”
- “Supplement LS-205” to “Supplement”
- “Contract Number” to “Purchase Order Number”

See Section VIII. of this supplement as it provides a change to the tolerance of the delivery unit net weight for Fresh Beef Round Roasts, Material Number 100166.

Item	Old Product Code (FNS)	New Material Number
Beef Round Roast	A613	100166



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ITEM DESCRIPTION AND CHECKLIST OF REQUIREMENTS (IDCR) FOR FRESH BEEF ROUND ROASTS, BONELESS, FROZEN

Contracting Officer Technical Representative (COTR)
Standards, Analysis, and Technology Branch
Room 2607 S-Bldg, Phone: (202) 720-4486

Effective: **September 2009**

I. ITEM DESCRIPTION

Fresh Beef Round Roasts, Boneless, Frozen – This item consists of beef round roasts which weigh 2-3 pounds, inclusive, individually vacuum packaged and frozen, derived from USDA Select, Choice, or Prime beef carcasses.

II. APPLICABLE DOCUMENTS

Institutional Meat Purchase Specification (IMPS) for Fresh Beef - Series 100, effective June 1996.

III. CHECKLIST OF REQUIREMENTS

Beef round roasts must be produced in accordance with Food Safety and Inspection Service (FSIS) regulations and the checklist of requirements. The contractor's production plan, submitted to the Contracting Officer, must adhere to the following checklist of requirements.

A. MATERIALS

The contractor's production plan must describe a documented quality control program that includes procedures, records, forms, pictures, etc., that demonstrate conformance with the following Checklist of Requirements.

1. MEAT COMPONENT

- a) Beef shall be the only meat component allowed. Roasts shall be intact muscle pieces portioned from any combination of the following IMPS items:
 - 167D – Beef Round, Knuckle, (Tip), Peeled, 2-Piece
 - 169A – Beef Round, Top (Inside), Cap Off
 - 171C – Beef Round, Eye of Round (Individual Muscle (IM))
 - 171D – Beef Round, Outside Round, Side Muscle Removed (IM)
 - 171E – Beef Round, Outside Round, Side Roast (IM)
- b) Domestic Origin of Meat Component – Beef must originate from U.S. produced livestock as defined in this [Supplement LS-205](#).
- c) Grade – USDA Select, Choice or Prime.

- d) Harvesting (Slaughtering) – Cattle will be harvested in facilities that comply with the following requirements:
- (1) Humane Handling – All cattle destined to provide meat for this IDCR shall be humanely handled in accordance with all applicable FSIS regulations, directives, notices and AMS requirements.
 - (2) Non-Ambulatory Cattle – Meat from carcasses of non-ambulatory cattle will not be included in USDA purchased boneless beef roasts.
 - (3) Pathogen Intervention Steps – Include at least two pathogen intervention steps. One of the intervention steps shall be steam pasteurization, an organic acid rinse, or a 180°F hot water wash and must be a critical control point (CCP) in their FSIS recognized slaughter process Hazard Analysis Critical Control Point (HACCP) plan.
 - (4) Spinal Cord Removal – Remove all spinal cord material during the harvesting process.
 - (5) Carcass Testing – Routinely test carcasses for E. coli 0157:H7 to verify effectiveness of interventions at CCP.
- e) Boneless Beef – Only fresh-chilled boneless beef which comply with the requirements of the previous sub-sections (a-d) of this section and the following additional requirements and has never been previously frozen will be allowed:
- (1) Traceability – Contractors are responsible for providing sufficient product traceability and must have records to verify the source of raw materials used in each production lot.
 - (2) Handling – All boneless beef must be maintained in excellent condition. The contractor's production plan will include time and temperature controls necessary to maintain excellent condition of the boneless beef.
 - (3) Objectionable Materials – The following objectionable materials shall be excluded:
 - (a) Major lymph glands (*prefemoral* and *popliteal*), and the *sciatic (ischiatric)* nerve (lies medial to the outside round).
 - (b) All bone, cartilage, silver skin on the outside round, *sacrociatic* ligament, opaque *periosteum*, tendinous ends of shanks, *gracilis* membrane, *patellar* ligament (associated with the *stifle* joint), and *achilles* tendon.
- f) Mechanically Separated – Beef that is mechanically separated from bone with automatic deboning systems or advanced meat (lean) recovery (AMR) systems is not allowed.

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2. NON-MEAT COMPONENT

Seasonings and Other Ingredients – Seasonings and other ingredients are not allowed in the manufacture of this beef item.

3. FAT LIMITATIONS

Peeled/Denuded ($\geq 90\%$ lean exposed). Remaining “flake” fat not to exceed 1/8-inch (3mm) in depth.

4. STATE OF REFRIGERATION

Product will be frozen to an internal temperature of not higher than 0°F (-17.8°C) within 72 hours from the time of final fabrication of the lot.

B. PREPARATION FOR DELIVERY

The contractor will assure that all packaging, packing, labeling, closure, marking, and palletization comply with the National Motor Freight Regulations and FSIS regulations and the requirements listed below.

1. PACKAGING

All roasts will be individually vacuum packaged prior to freezing.

2. PACKING

a) Each individual roast shall weigh 2-3 pounds.

b) Sixteen (16) individually packaged roasts shall be snugly packed in a 40 ± 2 pound (net weight) shipping container.

3. CLOSURE

Shipping containers shall be strapped or taped.

4. LABELING

Both immediate and shipping containers will be labeled to include all information required by FSIS regulations as well as the following information:

a) Immediate Container

(1) A traceability code that is traceable back to establishment number, production lot, and date.

(2) A “Best-If-Used-By” date that is 180 calendar days from the date of production.

(3) Nutrition facts panel based on actual nutritional analysis of the product.

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b) Shipping Container

- (1) USDA shield at least 2-inches high and appearing on the top of the container or on the principle display panel.
- (2) Applicable contract number.
- (3) A traceability code that is traceable back to establishment number, production lot, and date.
- (4) Product code number: A613

**C. PALLETIZED UNIT LOADS**

All products shall be stacked on new or well-maintained pallets and palletized with shrink wrap plastic, unless otherwise specified in the invitation.

Pallet loads shall be stacked in a manner that minimizes the overhang of the shipping containers over the edges of the pallets and exposes each shipping container's principle display panel to facilitate certification examinations.

D. DELIVERY UNIT

The delivery unit shall consist of a 1000 shipping containers and be 40,000 ± 30 pounds (net weight).

E. DELIVERED PRODUCT**1. SIZE AND STYLE OF CONTAINER**

Only one size and style of shipping container may be used in any one delivery unit.

2. TEMPERATURE

Product temperature will not exceed 0°F at the time of shipment and delivery.

3. SEALING

All products must be delivered to AMS destinations under seal with tamper proof, tamper resistant, serially numbered, high security seals that meet the American Society for Testing and Materials Standard F 1157-04 as required under this [Supplement LS-205](#).

F. PRODUCT ASSURANCE**1. WARRANTY AND COMPLAINT RESOLUTION**

- a) Warranty – The contractor will warrant that the product complies with all specification requirements, production plan declarations, and provisions set forth in the program announcement.

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b) Complaint Resolution – Customer complaint resolution procedures will be included in the production plan. These procedures will include: a point of contact, investigation steps, intent to cooperate with AMS, and product replacement or monetary compensation. The procedures will be used to resolve product complaints from recipient agencies or AMS.

2. NON-CONFORMING PRODUCT

The contractor must have documented procedures that assure nonconforming product identification, segregation, and disposition in order to prevent misuse and that nonconforming product is not delivered to USDA. The contractor will ensure that product which does not conform to product requirements is identified and controlled to prevent unintended use or delivery.

3. AMS MONITORING AND PRODUCTION ASSESSMENT

An AMS Meat Grading and Certification Branch agent must be present during the production of the finished product. The AMS agent will monitor and verify the processing steps, quality assurance activities, and corrective actions to assure that all requirements outlined in the approved production plan are complied with. The AMS agent will be conducting the monitoring and production verification in accordance with applicable MGC instructions. Any deviations to contractual requirements will be reported to the contractor and Contracting Officer.

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**TECHNICAL REQUIREMENTS
SCHEDULE – ANIMAL HANDLING AND
WELFARE 2010 (TRS-AHW-2010)**

Contracting Officer Technical
Representative (COTR) Standards,
Analysis, and Technology Branch
Room 2607 S-Bldg, Phone: (202) 720-
4486

Effective: May 2010

Animal Handling and Welfare

1.0 General

1.1 Program Approach

The contractor and all subcontractors must develop and implement a written program that is consistent with a systematic approach to humane handling and welfare as outlined in 69 FR 54625. The program will ensure proper animal handling and welfare techniques are conducted from the time the transportation conveyance enters the facility's premises through the stunning and exsanguination processes of the animal.

1.2 Program Submission

The program will be submitted as a supporting document to the firm's approved technical proposal and must address the requirements outlined in **Section 2.0 – Program Components**.

2.0 Program Components

The contractor must ensure that any facility that harvests animals for the program has a:

2.1 Mission Statement

Mission Statement on Animal Handling and Welfare that is distributed to all employees and conspicuously displayed at the premises.

2.2 Training Program

Training program on Animal Handling and Welfare that:

- is provided to all employees interacting with animals;
- [covers Chapter 3: Transportation Audit Guidelines, Core Criteria 1 and 3 of the AMI Recommended Animal Handling Guidelines and Audit Guide 2010 Edition;](#)

- covers Chapter 4: Auditing Animal Handling and Stunning 7 Core Criteria of the AMI *Recommended Animal Handling Guidelines and Audit Guide 2010 Edition*;
- is conducted no less frequently than once a year for each designated employee; and,
- requires signed documentation from each employee and confirmation by signature of the designated trainer upon successful completion of training.

2.3 Quality Management Plan

Written quality management plan (internal) which addresses the provisions of [Chapter 3: Transportation Audit Guidelines, Core Criteria 1 and 3](#), and Chapter 4: Auditing Animal Handling and Stunning, 7 Core Criteria, of the AMI *Recommended Animal Handling Guidelines and Audit Guide 2010 Edition*, found at the following web site:

<http://www.animalhandling.org/ht/d/sp/i/26752/pid/26752>

2.4 Non-Ambulatory and U.S. Suspects

2.4.1 Cattle

Written protocol in-place and enforced that precludes the receipt of or having non-ambulatory, disabled cattle on the harvest facility premise. In the event that animals become non-ambulatory or disabled at any time while present at the harvest facility, the animal will be humanely euthanized and the carcass removed from the premise in a timely manner through contracted services or other means.

2.4.2 Hogs and Sheep

Written protocol in-place and enforced that ensures all animals designated by FSIS as U.S. Suspects (9 CFR 301.2) that are slaughtered are appropriately segregated during the harvest and production processes and precluded from inclusion in any products purchased by AMS.

3.0 Program Evaluation and Eligibility

The program will be audited (external) by a firm accredited by AMS. The accreditation of the firm will be conducted by the Audit, Review and Compliance Branch through the **LS ISO Guide 65 Program**. Alternatively, at the option of the contractor or subcontractor, the audits can be performed by AMS auditors.

3.1 Audit Format

The AMS accredited auditing firm must conduct audits utilizing the following format:

3.1.1 [Transportation Segment \(Chapter 3: AMI Recommended Animal Handling Guidelines and Audit Guide 2010 Edition\)](#)

[Audited firms must pass Core Criteria 1 with a minimum scoring of excellent and Core Criteria 3 with a minimum scoring of acceptable each time an audit is performed.](#)

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3.1.2 **Animal Handling and Stunning Segment (Chapter 4: AMI Recommended Animal Handling Guidelines and Audit Guide 2010 Edition)**

Audited firms must pass Core Criteria 1 through 5 with a minimum scoring of acceptable while Core Criteria 6 and 7 must be adhered to with full compliance (zero tolerance) each time an audit is performed.

3.2 **Initial Audit**

Initial audit must be performed prior to award of contracts.

3.3 **Audit Failure**

If an audit is failed for any of the Core Criteria, the firm is not eligible to provide product until such a time that corrective and preventative actions are approved by the Contracting Officer, implemented and proven effective.

3.4 **Audit Frequency and Status**

- STANDARD - Until four (4) consecutive successfully passed audits are attained, an audit must be conducted within 3 months of the previous audit.
- MONTHLY - If at any time an audit identifies any of the Core Criteria not meeting the pass requirements while in the STANDARD phase, auditing will be required to be conducted on a monthly basis once corrective and preventative actions have been approved by the Contracting Officer, implemented and proven effective. This schedule will be for a period of time until four (4) successive audits are found to meet the pass requirements noted within Chapter 3 (Core Criteria 1 and 3) and Chapter 4 (Core Criteria 1 through 7) of the AMI Recommended Animal Handling Guidelines and Audit Guide 2010 Edition; at which time audits shall be conducted on the STANDARD basis.
- If four successfully conducted audits are sequentially completed within a one year period while in STANDARD auditing phase, the facility may move to a SEMI-ANNUAL audit basis.
- SEMI-ANNUAL - Semi-annual audits may continue until such time that a failed audit is reported or a period of greater than six months has elapsed without any audits being performed; at which time the audits must resume as described for STANDARD audits.

4.0 **Contracting Officer**

The contracting officer can declare a contractor's and/or subcontractor's Animal Handling and Welfare Program out of compliance at any time.

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