

TO: Store Owners, Store Managers and Meat Department Managers
FROM: David Whatley
SUBJECT: Manual Grinding Log Template with Instructions
DATE: August 2, 2016

Attached to this bulletin is a file that provides step-by-step instructions on properly completing the model grinding log template that was designed by USDA/FSIS to capture the information required by the final rule. We are providing these instructions to assist our retailers who choose to employ the manual recordkeeping logs to properly comply with the recordkeeping requirements of the rule.

We would like to remind everyone that the compliance date for enforcement of the Final Rule on “Records To Be Kept by Official Establishments and Retail Stores that Grind Raw Beef Products” will be October 1, 2016.

If you have any questions please give us a call.

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RETAIL GRINDERS

JBS Compliance Guide
For Final Ruling

FINAL RULE SUMMARY

The Food Safety and Inspection Service (FSIS or the agency) on December 21, 2015, published in the *Federal Register* a [final rule, *Records To Be Kept by Official Establishments and Retail Stores that Grind Raw Beef Products*](#), which is effective June 20, 2016. That rule requires inspected establishments and retail stores that grind raw beef products for sale in commerce to keep certain records, specifically:

- establishment numbers of establishments supplying material used to prepare each lot of raw ground beef product;
- all supplier lot numbers and production dates;
- names of supplied materials, including beef components and materials carried over from one production lot to the next;
- date and time each lot of raw ground beef product is produced; and
- the date and time when grinding equipment and other related food-contact surfaces (FCS) are cleaned and sanitized.[1]
- Carrying product over from one production lot to the next is not recommended. If carryover, occurs, however, it should be listed as a component of the ground product.

Taken from North American Meat Institute Memo: *Guidance on Downstream Notification for Customers and Retail Grinders for Compliance with Final Rule*, on Feb. 22, 2016.



FINAL RULE SUMMARY

FSIS included in the final rule a model [grinding log template](#).^[2] The grinding log template was designed by FSIS to capture the information required by the final rule:

- Employee Name
- Log Date
- Date and Time of Grind
- Manufacturer Name of Source Material Used for Product Produced
- Supplier Lot #/Serial numbers, Product Code, and/or Pack Date of Product Used;
- Establishment Number(s) of Establishment Providing Source Material
- Date and Time Grinder Related FCSs Cleaned and Sanitized
- Comments
- Signature of Store Management Reviewer

While companies may develop their own grinding logs, the fact the agency included in the final rule a model template is a powerful suggestion about what FSIS will look for when reviewing such documents. It also may be prudent to share this grinding log template with customers, especially retailers, to help ensure they are in compliance if visited by FSIS or state officials.

For more information, contact Mark Dopp at mdopp@meatinstitute.org (202-587-4229) or Andrea Perkins at aperkins@meatinstitute.org (510-575-0210)

Taken from North American Meat Institute Memo: Guidance on Downstream Notification for Customers and Retail Grinders for Compliance with Final Rule, on Feb. 22, 2016.



JBS BOX LABEL

47128

40.0

1b B1
18.1 kg

USE/FRZ BY
MAR 22 2016

PACK DATE
MAR 02 2016
09:03

SER 18930918
EST. 267

00 0 0076338 018048701 0

01 98976338 47128 0 3201 000400 11 160302 21 3018930918

Serial number/Lot #

Producing plant number

Production Date (YYMMDD)

Box Weight (40 lbs)

JBS Product Code

JBS Beef Manufacturer ID
(076338)

Bar Code Plant No.	Plant Name	Est. #
01	Greeley	969
02	Plainwell	562M
03	Brooks	CFIA EST #38
10	Green Bay	562
11	Grand Island	969G
30	Tolleson	267
36	Souderton	1311
41	Omaha	532
61	Hyrum	628
71	Cactus	3D

*Label size and layout may vary between Regional & Fed plants.



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SAMPLE GRINDING LOG

Table 3: Sample Grinding log with final rule requirements.

Fresh Ground Beef Production Log/Tracking List					
Store Name					Store #
Address	Street				
City			State	ZIP	
Employee Name			Today's Date		
Date & Time of Grind	Manufactures Name of Source Material used for product produced	Supplier lot#, Product Code, and or Pack date of Source Material used	EST. Numbers of EST. providing Source material	Date and Time Grinder and Related FCSs Cleaned and Sanitized	Comments

Source material information including **Pack date, lot/serial number** is required for all raw material utilized for ground beef processing

Signature of Store Management Reviewer Date





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